



NATIONAL SEARCH DOG ALLIANCE

Minutes of the Quarterly Meeting of the Board of Directors

June 3, 2021

Certified

The Quarterly Meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, June 3, 2021. President & CEO Roy Pescador called the meeting to order at 7:12 p.m. EDT.

The following Directors were present and constituted a quorum: Roy Pescador, Joe Stacks, Julie Grinnell, Brendan Fike, Sherry Scruggs.

Also present were: Kathy Adamle, Annalisa Berns, Rena Ferguson, Megan Ortega, Norma Snelling.

Absent were: Rhonda Dyer, Beverly Moody.

Members of the Board were asked if there were any corrections to the minutes from the May 6, 2021, Monthly Meeting which were posted in the NSDA folder on Google Drive. Suggested corrections will be made, and the Certified Minutes posted to the website.

Officers' Reports

President & CEO's Report, Roy Pescador

President & CEO Pescador reported that, in the absence of a Social Media Manager, he has been posting the pictures on Facebook for certifications and recertifications.

He also reported that, following the Emergency Board meeting, he looked into a Registered Agent for NSDA.

President & CEO Pescador also stated that he met with Website Liaison Grinnell to discuss the website.

Executive Vice-President's Report, Joe Stacks

Executive Vice-President Stacks reported that he is starting back in with the business plan and will focus on it this month.

Corporate Secretary's Report, Julie Grinnell

Corporate Secretary Grinnell reported that on May 25, 2021, an Emergency Meeting of the Executive Board was held. It had been brought to the BOD's attention that NSDA's National Registered Agent Status was inactive. It was decided at the meeting that President & CEO Pescador would search for an agency to hire, and Chief Financial Officer Fike would look into how to manage the payment.

President & CEO Pescador reported that he selected Northwest Registered Agent, at a cost of \$125 per year. President & CEO Pescador made a motion to hire Northwest Registered Agent as the registered agent for NSDA in the state of Texas. Corporate Secretary Grinnell seconded the motion. The motion carried, unanimously.

Corporate Secretary Grinnell reported one Motion by Email last month:
On May 11th, 2021, a motion was made to change item #10 on the Required Documents Check List of the Principal Evaluator Application. Item #10 currently reads, "Proof of Evaluator status with approved certifying organization or agency." Motion is to change this item to read, "Proof of Evaluator status with approved certifying organization or agency, *within the previous 5 years, in the discipline in which applying.*" The motion carried unanimously.

She also reminded the BOD and Program Managers that in June 2020 it was agreed to change the term "Wilderness Cadaver" to "Wilderness HRD", but that people are still using the former. This is causing cases where forms and items on the website will need to be changed. She asked Board members and Program Managers to please be sure to use the correct term.

Corporate Secretary Grinnell stated that she is working with Manager Ortega, to fix her email forwarder issues.

She also stated that the Motions by Topic file has been updated through the second quarter of 2021 and is posted on Google Drive.

Corporate Secretary Grinnell reported that, on June 1, she paid \$158.89 (\$149.00 plus tax) to renew the annual subscription for the Zoom Pro account. She will submit the expense to Assistant Financial Officer Daggett for reimbursement.

Chief Financial Officer's Report, Brendan Fike

Chief Financial Officer Fike reported that he just received the financial update this morning and has forwarded it to the Board and Program Managers.

Program Reports

Communications Program, vacant

Education Program, Annalisa Berns

Manager Berns stated that she and Manager Ortega have been working on the Podcast Conference for 2021. They have outlined a proposal and forwarded it to President & CEO Pescador so that he can forward it to the Board. She stated that they are on standby for questions or approval.

Manager Ortega reported that they have some edits and asked if the proposal should be resubmitted. President & CEO Pescador stated that would not be necessary.

Evaluation Program, Kathy Adamle

Manager Adamle reported there is a new Evaluator for Avalanche, and that they are also interested in Area. She also reported that there are more applications and potential applicants for Area and HRD.

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She stated that the Evaluator program is still accepting applications and checking documents. She added that the revision of paperwork is an ongoing process.

Manager Adamle stated that she will remind evaluators that feedback is needed for the Wilderness HRD beta tests.

Testing Administrator/Resource Chair, Sherry Scruggs
Nothing to report.

President & CEO Pescador stated that he has paperwork to send to Administrator Scruggs.

Newsletter, Norma Snelling

Editor Snelling reported that there are currently 1653 subscribers to the Newsletter.

She stated that she would like to run an ad asking for someone to help with the newsletter.

Editor Snelling asked if the Board wants the financial report in the newsletter each month. The Board decided that a notice should be put in the newsletter, informing readers of where they can find the financial information on the NSDA website.

Program Marketing, Beverly Moody

Absent. No report sent.

Program Membership, Rena Ferguson

Manager Ferguson reported that she sent out 11 (eleven) individual thank-you emails and 3 (three) team thank-you email for joining or renewing memberships.

She stated that we have 18 (eighteen) team memberships with 243 members, and 241 individual memberships for a total of 484 members.

Manager Ferguson stated that she prepared and sent out 66 new membership cards.

She also stated that she feels there is a disconnect between the website and a member, causing issues with payments showing.

PODCASTS, Megan Ortega

Reported with Manager Berns, regarding their work on the Podcast Conference.

SAR Shop, Norma Snelling

Manager Snelling reported that there was a net of \$23.55 for May.

She stated that she would like to advertise in the newsletter for someone to take payments, log them in, and send them to Assistant Financial Officer Daggett. She stated that she would still send orders out and house inventory.

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Social Media Supervisor

President & CEO Pescador reported that Heather Proper-Van Valkenberg has accepted the position of Social Media Supervisor. He stated that she will also be working on fundraising.

Testing Program, Rhonda Dyer

Absent. Reported via email that everything is going smoothly.

Website Liaison, Julie Grinnell

Liaison Grinnell stated that, regarding the concerns of amember not showing membership payments, according to the Webmaster membership payments have never shown up on amember. Manager Ferguson explained that amember is just a database, and the website must grab needed information from that database. The information is in amember, but for some reason the website is not grabbing it. Liaison Grinnell stated that she will ask the Webmaster if there is a reason why the website is not retrieving the information.

She also reported that she worked with President & CEO Pescador and has an extensive list of items to update/correct, broken links, format suggestions, etc. for the website. She asked if it would just be easier to redo the website. President & CEO Pescador pointed out that it has been 7 years since it was redone last, and feels it is out of date and should be rebuilt. Editor Snelling stated that the Webmaster had talked about rebuilding the whole website but needs a list of what is wanted. Liaison Grinnell asked for anyone with suggestions to submit them by Monday, and she will contact the Webmaster and ask about each option. President & CEO Pescador asked to sit in on the meeting.

Old Business

President & CEO Pescador asked if we are getting requests for Urban Trailing beta tests. Manager Adamle said she has people asking for it. President & CEO told her to revise the Wilderness HRD forms, to use for Urban Trailing beta testing.

Manager Adamle stated that she would like to reinstitute an old form where, after taking a certification test, the candidate grades the test and Evaluator. Manager Adamle stated that it would be helpful to have some form of evaluation for her Evaluators.

New Business

President & CEO Pescador asked Executive Vice President Stacks about the Business Plan. Executive Vice President Stacks stated that he is working on it. He said he should have some info next week. He stated that he will try to get information out each week. He asked that if anyone has any ideas to let him know.

President & CEO Pescador reported that there was no election this year. He asked for nominations for Executive Board positions.

Corporate Secretary Grinnell nominated Roy Pescador for President & CEO. Chief Financial Officer Fike seconded. President & CEO Pescador accepted and received a unanimous vote.

President & CEO Pescador nominated Joe Stacks for Executive Vice-President. Chief Financial Officer Fike seconded. Executive Vice President Stacks accepted and received a unanimous vote.

President & CEO Pescador nominated Julie Grinnell for Corporate Secretary. Executive Vice President Stacks seconded. Corporate Secretary Grinnell accepted and received a unanimous vote.

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President & CEO Pescador nominated Brendan Fike for Chief Financial Officer. Executive Vice President Stacks seconded. Chief Financial Officer Fike accepted and received a unanimous vote.

As there was no further business, a motion was made to adjourn by Corporate Secretary Grinnell and seconded by Director Scruggs.
Meeting adjourned at 8:23 p.m. EDT.



Julie Grinnell
Corporate Secretary