



NATIONAL SEARCH DOG ALLIANCE
Minutes of a Regular Meeting of the Board of Directors

May 1, 2014

certified

A regular meeting of the Board of Directors of the National Search Dog Alliance was held by conference call on Thursday, May 1, 2014. President Norma Snelling called the meeting to order at 8:03 p.m. EDT.

The following Directors were present:

Gloria Howard Sherry Scruggs Norma Snelling Sue Wolff

Absent were:

Cameron Daggett evaluating
Susan Fleming evaluating
Jan Meyer
Robert Noziska working
Shayla Price, Executive Director – medical leave

Minutes from the April 3, 2014 Meeting were approved as corrected.

Executive Director's Report

The Executive Director sent a report via President Norma Snelling: Executive Director Price has posted a request for members to the NSDA Advisory Board and has had two persons show interest. She has looked into Civic Duty Grants and one from Casualty Brand.

Officer's Reports

President's Report

Norma Snelling

President Norma Snelling reported that NSDA's application for a grant had been rejected by Planet Dog. However the Alliance's application was accepted by the Combined Federal Campaign in the State of Washington. There will be events to be attended within the state associated with this grant process and this may be turned over to Executive Director Price to handle.

Vice President's Report

Sherry Scruggs

The Vice President had no report.

Secretary's Report

Sue Wolff

Motions made by e-mail:

On April 5, 2014, Sue Wolff made a motion, seconded by Susan Fleming, to revise the approved 2014 budget to allot the \$2,300 income from the 2013 Certification Field test but not spent plus the unspent \$3,618.27 from AKC-CAR grants to 2014 Certification Field Tests and place these additional funds in 66500 Non-Grant Evaluator Travel. The motion was approved.

On April 30, 2014, Norma Snelling made a motion, seconded by Susan Fleming:

Part 1: For the AKC funds only: For three or more persons wanting to test with NSDA, members and non-members, we pick up the travel expenses, up to a maximum of \$300. We ask the persons testing to provide food and lodging for the Evaluator, plus any additional travel expenses over \$300. We require that the names and testing fees be received by the Testing Chair before travel arrangements are made for the Evaluator.

Part 2: The \$2,300 carryover from 2013 will be drawn upon only after the AKC funds are expended. For three or more members of NSDA wanting to test, we pick up the travel expenses, up to a maximum of \$300. We ask the persons testing to provide food and lodging for the Evaluator, plus any additional travel expenses over \$300. We require that the names, membership numbers and testing fees be received by the Testing Chair before travel arrangements are made for the Evaluator.

Part 3: Allocate \$2,000 for Apprentice expenses until December 1, 2014. Three or more tests must be given in the testing weekend, between the Apprentice and the Principal Evaluator overseeing the testing. If funds are remaining as of December 1, 2014, they will be available for any tests meeting the requirements of Part 2.

The motion was approved.

Sue Wolff also reported that the Policies & Procedures were finished and waiting to go online.

Treasurer's Report

Cam Daggett

As the Treasurer was evaluating certification testing and could not attend the meeting, he sent the following report prior to the meeting.

National Search Dog Alliance

Statement of Financial Income and Expense January 1 through April 29, 2014

Jan 1 - Apr 29, 14
Cash Basis

Income

43430 · Individual/Business Donations	500.00
45030 · Interest-Savings, Short-term CD	15.25
45040 · Interest - Checking	0.25
46420 · Inventory Sales (Merchandise)	347.16
46430 · Certification Field Test	585.00
46440 · On Line Certification Testing	265.00
47210 · Membership Dues - Individual	3,040.00
47230 · Membership Dues - Team	1,440.00
49061 · 2014 Pennsylvania Seminar	2,325.00
Total 49000 · Special Events Income	2,325.00

Total Income

8,517.66

Cost of Goods Sold	
50700 · Cost of Inventory	109.75
Total COGS	<u>109.75</u>
Gross Profit	8,407.91
Expense	
65010 · Business/Financial Software	653.37
65020 · Postage, Mailing Service	180.00
65021 · Shipping for Alliance Depot	82.06
65040 · Office Supplies	22.64
65070 · Web/Trng Sites and Hosting Fees	13.57
65075 · Hosting Fees	27.14
65080 · PayPal Cost-Membership Dues	77.22
65090 · PayPal Cost-Inventory Sales	8.23
65100 · PayPal Cost-On Line Training	17.53
65130 · Other Misc Costs	<u>35.00</u>
66500 · Evaluator Travel (Non Grant)	<u>666.79</u>
67330 · 2014 Pennsylvania Seminar	<u>2,341.74</u>
68100 · BOD meeting/travel	<u>108.43</u>
Total Expense	<u>4,233.72</u>
Net Income	<u><u>4,174.19</u></u>

Committee Reports

Alliance Depot

Gloria Howard

Gloria Howard reported March sales of \$83.50. President Norma Snelling mentioned that she was taking some NSDA products to the Washington State Conference May 9 through 11. She will have ball caps, decals and car stickers for sale at a conference price and samples of other NSDA products to be ordered, all at special conference prices. Gloria will send Norma a price spreadsheet and Norma will decide on the conference prices for products.

Membership

Norma Snelling

Since the Membership Chair was absent due to testing, President Norma Snelling reported that NSDA membership has broken 400 for the first time. Last year at this time NSDA had only 250 members. This does not include the two new teams which are not on the roster yet.

Website

Norma Snelling

Gary Blocker, NSDA webmaster, is actively changing the website to Wordpress and will put Amember on it also, reported President Norma Snelling. New photos are needed for the header; anyone having them or know of someone who has some, send them to Norma Snelling

Unfinished Business

Disaster First Responder

Sherry Scruggs

Sherry Scruggs stated that she had sent out the most recent version of the Disaster First Responder and asked everyone to look it over.

Implementation of Policy for Allotment of Unused Funds

Norma Snelling

The recent policy that was passed was discussed including adding the statement: one funding assistance per year per team. Who would implement and oversee the expenditures for Evaluator costs during testing was discussed along with flow of paperwork, verification of NSDA membership and receipt of funds . It was the general consensus that the Treasurer was the logical one to oversee the expenditures and the best thing to do was ask for his input.

New Business

Marketing Plan for Pooling NSDA and AERIES Evaluators

Susan Fleming

Even though she was unable to attend the meeting due to testing evaluations, Susan Fleming sent the following comments on the above topic:

If AERIES and IDHS Evaluators want to join NSDA, that will work toward our goal of having more Evaluators. I have started to go down the list and call (NSDA) Evaluators to get an idea on his/her availability for testing and if they are willing to travel if needed to do testing. So far, the Evaluators I have called are busy people and no one said, "I need more handlers to evaluate." To encourage our Evaluators to take on more work and test to AERIES or IDHS standards is not supportive of NSDA's mission. If some of our Evaluators want to become Evaluators for other organizations, they are free to do so.

Options for Other Organization's Standards

Norma Snelling

President Norma Snelling presented her views on other organizations standards as accepted by NSDA. These views had been sent out to the Board in an e-mail and further discussion was sought. It had been determined that NSDA needs qualified Evaluators, with the least expense of time and dollars to the Alliance; few Evaluators are qualified in all disciplines. Therefore, NSDA need not accept all disciplines when accepting a team standard by which we bring in Evaluators as Principals. This will bring in stronger Evaluators in their chosen discipline and approve only the strongest standards of the teams accepted by NSDA for this purpose.

Currently the process is that Kathy Roeder checks the applicant's paperwork and determines if he/she is qualified for the discipline requested. She then decides if this applicant is qualified to come in as a Principal or Apprentice Evaluator.

Assuming all other paperwork is complete, if an applicant has been on the proper number of deployments and is considered an Evaluator for his team, should it be the decision of Kathy or the Board to review the standard of that team for the discipline requested? Everyone present felt that this decision should not be left to one person alone but should come under consideration and approval/rejection of the entire Board of Directors.

It was deemed not necessary to approve all standards of the team involved but only that discipline in which the applicant is applying to evaluate. This need not cause confusion because NSDA Evaluators are listed not only by name but also by discipline on the List of Evaluators. It was felt that this would help to eliminate controversy where some disciplines are good and others are lacking. It would also open up an avenue for more Evaluators to apply if their team has a strong standard in one or two areas and does not use the others as much, therefore making those standards less detailed.

More discussion was expected via e-mail and a motion would be made via that medium since a quorum was not present at this meeting.

Elections

President Norma Snelling informed the Board that only two applicants had applied for the Board by the May 1 deadline. The potential of seeking more applicants was discussed along with lack of membership involvement in the Alliance.

Evaluator Application

President Norma Snelling said she had received a new Principal Evaluator Application to be put online. She asked if the ICS 800 should be removed from the application and everyone agreed that it should be as the course was discontinued. She stated that "evaluator criteria" had been added to request for information from other organizations seeking NSDA approval of their standards for Evaluator purposes and asked if anyone remembered that ever being part of the request. Sherry Scruggs and Sue Wolff, both who had been on the Board longest, agreed that this had never been part of the request even back in the beginning of the Alliance. President Snelling said she would look into it further.

The meeting was adjourned at 9:11 p.m. EDT.



Sue Wolff, Secretary/May 1, 2014