



Professional Association of Therapeutic
Horsemanship International

Board of Trustees Meeting

July 25, 2022

3:30-5:00 MT

Minutes

Welcome and call to order

Ed Milford

Present: Ed Milford, Jessica Normand, Scott Carver, Sue Becklenberg, Brandan Montminy, Kim Berggren, KC Henry, Michael Kaufmann, Lili Kellogg, Ashley Phelps-Dunn, Aviva Vincent, Cliff Williamson

Staff: Kathy Alm, Anna Warbritton

Excused: Lynn Petr, Adam Daurio

The meeting was called to order at 3:37pm MT

Minutes

B-1 Minutes May 13-15, 2022,

Ed Milford

Motion: Jessica Normand

Second: Kim Berggren

May 13-15 Minutes Approved

President's Comments

Ed Milford

Board pledges for 2022-23

CEO Annual Review Process

Ed commented that he was thankful to have been able to meet in person at the annual Board retreat, and to have been able connect as individuals.

Board Pledges for the 2022/2023 Fiscal year are about 90% filled out. Ed asked that anyone who has not yet returned their Board Pledge form to Anna to please do so.

Ed thanked the Board for completing the CEO evaluation and commented how the board is fortunate to have a CEO like Kathy and thanked her for the outstanding work that she does for PATH Intl..

The CEO Evaluation results will be shared with Executive Committee, following this meeting, and then will be presented to the full Board.

CEO Report

Kathy Alm

C-1 CEO Report

C-2 PCC Summary of Fourth Year Accomplishments and Prospects

C-3 Dashboard

As Kathy wrote this report, she realized how fast things have been going since March. Ed thanked Kathy for putting her report together.

We are a part of the PCC because they are helping to protect our rights as a credentialing organization by monitoring proposed legislation at the state and federal level and advocating on our behalf.

The dashboard seeks to show where we are in our strategic goals and a snapshot of where we are financially. We are still working on closing the year, so this dashboard reflects the latest projection numbers.

Finance

Scott Carver

D-1 Contingency Reserve Policy: Board Designated Endowment *Approve*

Goal is to designate \$500,000 as a board designated endowment fund. The principal will be invested. The policy allows for the proceeds from the investment to be spent on membership benefit(s). The intent of the fund is to spend 5% on member benefit(s) provided expenditures do not reduce the original fund of \$500,000.

Motion: Sue Becklenberg

Second: Kim Berggren

Contingency Reserve Policy Approved

D-2 Investment Policy

The Investment Policy was reviewed with no changes.

Audit update

The first audit field day is set for July 27, 2022. The Audit Sub-Committee hopes to present the audit to the Board in September.

Kathy thanked the Board for approving the Policy. Sue gave kudos to Scott for the work that he had put in on putting this policy together.

Governance

Brandan Montminy

E-1 Trustee candidates submitted for ballot

E-2 Veronica Lac

E-3 Christine Sorenson

E-4 Marianne Collins

Brandan gave the board a summary of the candidates and the knowledge and experience that each brings.

Veronica Lac and Christine Sorenson are both on the Governance Committee and bring unique perspectives. Marianne Collins is on the Finance Committee and was given a glowing review from Scott

Motion: Sue

Second: Lili

Trustee candidates submitted for ballot Approved

Board Officer Nomination Process

Ed Milford

Nominating committee:

Nominations requested from the full board

The Nominating committee will consist of Sue Becklenberg, Kim Berggren, and Michael Kaufmann.

The positions that are up for nomination are: President, Treasurer and Secretary

All board members are invited to nominate. Submit nominations to Sue.

Documents for Review

Sue Becklenberg, Brandan Montminy, Jessica Normand

F-1 Disaster Relief Fund Description

The Foundation For The Horse does have significant levels of funding for disasters and Jessica can make an introduction and potentially mention reaching out to them. The United Horse Collation also maintains a list of feed banks and other services that are useful in a natural disaster situation. It was recommended that "limited funding" language be included in the application.

Motion: Kim Berggren
Second: Jessica Normand
Disaster Relief Fund Description approved
One abstention

Consent Agenda

Ed Milford

Committee Minutes will be on the September agenda.

Other Business

Ed Milford

Jessica shared her experiences with her local member center and excitement at volunteering. Avia attended the region 4 conference. She reported that it was well attended and well organized. Aviva also announced that she has accepted an assistant faculty position in the social work department. She will be staying with Fieldstone Farm in a part-time capacity. Kim also attended the region 4 conference as well as presented. Scott shared that PATH Intl. was added to the list of non-profits volunteer opportunities at his corporate office. Cliff's mom had the opportunity to brag about him and his work with PATH Intl.

Ambassador stories

Ed Milford

Lili shared that during her high school reunion she was able to share with a 100-plus people about EAS. Michael has been working with international groups on terminology for EAS and the process that PATH Intl. utilized has been useful for other groups to replicate. Ed gave Kudos to Kathy on her work with terminology group.

Adjourn

Ed Milford

Motion: Kim Berggren
The meeting was adjourned at 5:01pm MST

Next Regular meeting:

Ed Milford

September 26, 2022