



Board of Trustees Meeting
Minutes
Thursday, December 11, 2014

Welcome and Call to Order

Jim Harlan

The meeting was called to order at 6:30 p.m. MST.

Attendance: Jim Harlan, Julie Broadway, Ross Braun (joined around 6:50 MST), Arlene Alen, Joahn Hall, Jeff Beck, Holly Schmitt-Fox, Miyako Kinoshita, Richard Loomis, Kathy Alm,

Absent: Allyn Mann (excused), Jody Enget (excused)

Staff: Kathy Alm

Minutes

Jim Harlan

B-1, Minutes October 31, 2014

Arlene Alen moved

Holly Schmitt Fox seconded

Correction: Jeff was present on the first half and excused for the second half.

Minutes approved with correction.

President's Comments

Jim Harlan

Update on members response conversation

Kathy and Jim followed up on the letter from the member regarding the region money allocation and restructuring. The person was thankful for the follow up.

Appoint grievance review panel chair and committee

Joan Cutler appointed as chair, Kitty Stalsburg, Michael Kaufmann, Kim Henning, Lisa McKinless as committee members.

Julie Broadway moved

Joahn Hall Seconded

Motion approved.

Quality Assurance task force chair

Nancy Paschall has been appointed as a chair.

Charter review and approval process

The board reviewed the committee charter review approval and process. All board committee charters will be approved by the board. All operational committee charters will be approved by each respective oversight committee, with the Strategic Initiative Review Committee approving all oversight committee charters. There is a committee charter format that will be used to ensure consistency.



Minutes on the website

It was suggested by a member that board meeting minutes be posted on the website as it should be public. Minutes will be approved first, and then placed on the website. Julie Broadway suggested monitoring how many people access minutes on the website.

Julie Broadway moved

Joahn Hall second

Motion approved

The annual meeting minutes at the national meeting

Staff suggested posting the minutes from the annual meeting on the website. Since the minutes cannot be approved until the next annual meeting, Julie Broadway suggested to clearly marking it as draft. Arlene Alen recommended adding the information about when it will be approved.

Arlene Alen moved

Julie Broadway second

Motion passed

Annual Conference board meeting

Jim Harlan proposed that at least a portion of the board meeting at the annual conference be scheduled prior to the annual meeting. This would allow the board to take care of any business that should be reported to the general membership at the annual meeting. Under the current schedule, the board meeting would be on Thursday and Friday of conference week. Kathy explained that outgoing board member's term ends at the annual meeting, the incoming board member's term starts after the official appointment at the annual meeting.

Board members generally in favor.

Board Spring retreat

May 30-June1, 2015 in Denver, CO.

Ambassador/Conference Share

Jim Harlan

Jim asked if anyone would like to share any experience or conversations they had had with a member or any other interested stakeholder. Richard Loomis shared that he had a conversation with a rep from veteran's affairs. And will keep in contact with him. Richard also shared his experience with another Jeffersonian Dinner experience. Joahn Hall shared her experience conversing with a potential board member.

Consent Agenda

Jim Harlan

Executive Committee Minutes
Programs and Standards Update
Membership Update
Marketing Report
Arlene moved
Consent agenda accepted



CEO Report Written report given

Kathy Alm

Great conversation with RDA UK. Discussed and compared associations as well as their outcomes tracking system for therapeutic riding. Discussed possible collaboration sharing the same tracking system. The system may not be free, but conversation will continue.

A member approached PATH Intl. regarding an outcome based tracking project with 5 centers in the East coast. Conversations with her will also continue.

Kathy continues to expand her knowledge on association management. Purina's leadership is changing, and Kathy is working with the new rep on the continuing sponsorship and partnership.

Holiday appeal getting positive response.

Final conference number coming in. 479 full attendees, about 75 attendees under budget. There will be a negative impact on the budget, working with staff to balance budget by year end. Kathy asking for analysis of conference locations and results.

Industry advancement taskforce. They are working on selecting the facilitator. Meetings with AHA and CHA have been scheduled. Kathy also reported that she visited 2 centers, speaking with the members.

Board Committee Reports

Finance Committee

Ross Braun

C-1, October Financial Explanation

C-2, October Financials

Miyako Kinoshita moved

Jeff Beck seconded

Motion to accept November financials is approved.

990

Julie Broadway moved

Jeff Beck seconded

Kathy Alm expressed her appreciation for the finance committee for carefully reviewing the document. Ross Braun thanked Kathy for her work.

Motion to accept 990 is approved



Visionaries

Holly Schmitt Fox

Great Jeffersonian Dinner at the conference. The committee followed up with the attendees and is looking at ongoing effort. Holly also reported that board pledges have exceeded the goal by \$500. STRIDES will have an article, and the Visionaries who did not attend have been contacted.

Marketing/Development Committee

Julie Broadway

Marketing and development committees had a joint meeting, and are looking into merging the two committees and visionaries will become a part of the committee. Co-chairs Julie Broadway and Holly Schmitt Fox.

Governance Committee

Arlene Alen

Board development continues. 2014 focus on internal candidates as well as some external candidates. Leadership development program is being developed.

Other Business

Jim Harlan

Jim thanked the services and leadership that board members provide

Adjournment

Jim Harlan

Holly Schmitt and Miyako Kinoshito to move,
Meeting adjourned at 7:45pm MST

Next Scheduled Meeting:

Back on our regular schedule which is the 4th Monday every other month starting January 26, 2015

Respectfully submitted,
Miyako Kinoshita