



**Board of Trustees Meeting  
July 25 2016**

**Minutes**

**Welcome and Call to Order: 8:36 Eastern**

Julie Broadway

Attendance: Julie Broadway, Ross Braun, Sue Becklenberg, Arlene Alen , Holly Schmitt-Fox, Jeff Beck, Richard Loomis, Allyn Mann, Patti Coyle, Miyako Kinoshita  
Excused: Jim Harlan, Joahn Hall  
Staff: Kathy Alm, Sam Albrecht, Margo Parks

**Minutes**

Julie Broadway

B-1, May 15, 2016 Minutes  
Motion to approve the minutes was made by Patti Coyle  
Seconded: Sue Becklenberg  
No discussion motion passed by acclamation

**President's Comments**

Julie Broadway

C-1, Advisory Council Job Description - expectations  
C-2, Advisory Council Charter  
C-3, Criteria for Advisory Council  
Request names for the Advisory Council  
Background Checks on Board Candidates

- Julie asked input from the group regarding advisory council criteria. Patti commented that it is all clear and well written.
- Julie requested that everyone will send the names of recommendations to herself or Kathy within 2 weeks.
- Advisory council members do not have to be a member of PATH Intl.
- Background check for board candidates: Julie updated the group regarding next steps. She will be gathering a work group. Kathy and Julie are working on it.

**CEO Report**

Kathy Alm

D-1, CEO Report  
D-2, Dashboard

Additional verbal report from Kathy Alm:

- WWP is withdrawing from their contract with PATH. There is a careful communication plan being put together to share with the members. (Kathy asked that board be very mindful regarding this information.) It negatively impacts our members. WWP has made this decision for all of their providers and plans to take the year to regroup. Kathy will be working with the Finance committee regarding the budget lines, and will work with staff regarding how to address the members. Julie asked that board allow the staff and office to craft the message to the board mindfully, and keep this information within the board until they are ready.



- Sam did share that VA has been giving us money and believes that will continue.
- Kathy gave a report on her trip to IAHAIO conference. Many contacts were made and research and evidence-based practice is promoted. Kathy will write it up and share with the group. Kathy is going to be on a task force regarding the white paper and integration of equine activities in their guidelines. IAHAIO puts a lot of effort and focus on animal welfare, which aligns with PATH's philosophy.

### **Board Committee Reports**

#### Governance

Arlene Alen

- E-1, Board Candidates for Ballot
- E-2, Resume-Scott Carver
- E-2, Board Application – Scott Carver
- E-3, Resume-Moira Corcoran
- E-3, Board Application – Moira Corcoran
- E-4, Resume-Michael Kaufmann
- E-4, Board Application – Michael Kaufmann

Additional information: Moira Corcoran has been serving the marketing and development committee for several years.

Arlene Alen made a motion to approve the slate  
Miyako Kinoshita seconded.

Votes done by roll call, everyone present has approved. Motion passed.

Julie expressed thanks to Arlene and the Governance Committee for their great work and the great candidates. She also noted the fact that the Governance committee has so many candidates in the pipeline for prospective, future board members, shows the good work of the committee.

#### Bylaws

##### F-1, Bylaw Edits

Sam Albrecht

- F-1a, Bylaw change for the addition of a Credentialing Council – V6
- F-1b, Credentialing Council Charter V5

##### F-2, Bylaw Edits – accepted revisions

Arlene Alen

- F-2a, Bylaw Edits with track changes
- F-2b, Bylaw Edits with track changes accepted

F-1b. Arlene asked that comments be sent back to Kathy or Sam in 1 week.

F-1a, F-2 to be approved.

Sam explained: The credentialing council bylaw addition was presented at the May Board meeting in Denver. It needed legal review before it was finalized. After talking with the attorney the recommendation was to streamline it down to three sections in the credentialing counsel language itself and to move everything else into a charter document.



Once the bylaw addition is approved, we will then communicate to the membership of the proposed bylaw changes at the meeting in Williamsburg.

F 2: Bylaw edits will be going to the membership for approval at the annual meeting.

Ross Braun made a motion to approve F-2 document and forward to the membership.  
Arlene Alen seconded. The board approved.

F1a: Addition to the bylaw to include the credentialing council

Miyako Kinoshita made a motion to approve F-1a to be forwarded to the membership for a full vote, Holly Schmitt Fox seconded.

Sam will renumber the section to make sure that it is not replacing an existing article IX. The current article IX will become X etc.

The motion is approved with the numbering corrected.

#### Strategic Planning

Patti Coyle

G-1, PATH Intl Strategic Plan for Board review

- Patti explained what happened after the retreat and the feedback session. The feedbacks were reviewed, and the goals and objectives were drafted.
- Many comments were made regarding the hard work of the committee and appreciation of the work.
- The group agreed that staff and the committee can move forward to finalize the document for official approval.

#### Finance Committee

Ross Braun

H-1, March 2016 Financials

H-2, April 2016 Financial Narrative

H-3, April 2016 Financials

H-4, May 2016 Financial Narrative

H-5, May 2016 Financials

Ross shared the report. The Finance committee will meet tomorrow to look at the final figures of the past fiscal year; however, the balance sheet looks great as of the end of May. Ross stated the staff did a great job with managing the finances.

Cash flow report is being worked on by Cheryl, and will be presented to the board in September.

Pre-audit meeting arranged with the new auditors and is moving forward.

Sue Becklenberg made a motion to approve March, April, and May financials.

Jeff Beck seconded. The motion passed.

#### Marketing/Development Committee

Holly Schmitt Fox

I-1, Board Pledges for 2016.17

Holly reminded everyone that the pledge forms are due. She reported that only 1/3 of the board has pledged so far, so she will start reminding the board members next week.



**Board 2016/17 Procedural Calendar**

Julie Broadway

J-1, Board Committee Annual Calendar  
Feedback to be sent back to Julie or Kathy in 1 week.

**Consent Agenda**

Accept

Julie Broadway

K-1,2,3, HR Workgroup Meeting Minutes  
K-4, April Finance Committee meeting Minutes  
K-5, May Finance Committee meeting Minutes  
K-6, April Governance Committee meeting Minutes  
K-7, May Governance Committee meeting Minutes  
K-8, June Governance Committee meeting Minutes  
K-9, Gift Acceptance Policies Revised 10-30-15

Sue Becklenberg made a motion to approve all consent agenda.  
Miyako Kinoshita seconded. Motion passed

**Other Business**

Julie Broadway

Kathy shared that Margo gave her notice today. Best wishes to Margo for her new job and her new adventure.

Margo and Kathy left the call.

**Executive Session: 7:32pm**

Julie Broadway

**CEO Annual Performance Review**

Julie Broadway

**Adjournment:** Patti made a motion at 7:43pm Eastern time

**Next Meeting**

Julie Broadway

September 26, 2016  
Julie gave a quick overview of the national conference and board meetings.