Board of Trustees Meeting
July 24, 2017

Minutes

Welcome and Call to Order
Julie Broadway
The meeting was called to order at 5:41pm MDT
Present: Julie Broadway, Ross Braun, Patti Coyle, Susan Becklenberg, Kim Berggren, Scott Carver, Michael Kaufmann, Jeff Beck
Staff: Kathy Alm, Kimberly Price
Guest: Jeff Kelling
Excused: Jim Harlan, Moira Corcoran
Absent: Dr. Joahn Hall

Electronic Vote Information
Jeff Kelling
B-1 Online Voting Process
Jeff Kelling answered questions from the board about the online voting process. Members who vote online will be able to see results and a confirmation of their vote. Members with no internet access will be mailed a paper ballot. The board agreed to allow proceeding with establishing online voting guidelines.

President’s Comments
Julie Broadway
C-1 Advisory Council phone calls
Kathy Alm developed a timeline for advisory council/board communication. A series of updates from Kathy Alm, Julie Broadway and other members of the board will include talking points on current events like the Conference and Annual Meeting, eNews announcements and organization information. Board members were willing to reach out. Proceed with next steps.

Board meeting at conference
Kandis will send information about Conference and Annual Meeting board meetings and activities. Board meetings are scheduled for Thursday, November 9 from 9:00am-5:00pm and Friday, November 10 from 8:30 to 11:30am.

Julie Broadway announced 100% trustee contributions in 2016/2017.

Minutes
Julie Broadway
D-1 Minutes, May, 2017
Motion to approve: Kim Berggren
Second: Patti Coyle
Minutes approved with amendment: Jeff Beck present.

Officer Nominating Committee
Jeff Beck
The nominating committee will meet on August 10 and will be accepting nominations for vice president, secretary and treasurer until that date. Please send nominations to Jeff Beck.
Finance
Sue Becklenberg

E-1 Contingency Reserve Policy
E-2 Reserve Policy Goals
E-3 Financials

Motion to approve amended Contingency Reserve Policy: Scott Carver
Second: Michael Kaufmann
Approved

Kudos were offered to Kathy Alm and staff for the surplus of $600,000 at the end of May.

Motion to approve May financials: Ross Braun
Second: Patti Coyle
Approved

Governance
Ross Braun/Patti Coyle

F-1 Board Candidates for election – new trustees, second term and appointee
New Trustees:
   a. Lili Kellogg
   b. Ed Milford
   c. Brandan Montminy
Second Term Trustees:
   a. Susan Becklenberg
   b. Patti Coyle

   a. Kim Berggren

Motion to approve ballot: Susan Becklenberg
Second: Kim Berggren
Ballot approved

F-2 Nominating and Election Process for Board Officers

Motion to approve: Patti Coyle
Second: Susan Becklenberg
Approved

CEO Report
Kathy Alm

G-1 CEO Report
G-2 Dashboard

G-3 Quality Assurance Task Force Charter
Amendments were made to the Quality Assurance Task Force charter to clarify their purpose.

Motion to approve as amended: Kim Berggren
Second: Michael Kaufmann
Approved
Background Check Policy

Kathy Alm

H-1 Trustees Applicants Screening Policy
a. Disclosure notice and authorization
b. Pre-adverse action notice
c. Adverse action notice
d. Fair credit reporting act summary of rights

The policy was reviewed for amendments determined at the last meeting. Governance was changed to Executive committee to complete background check report reviews. Background checks will be performed when an individual is considered for nomination to the board of trustees. The current board, along with current nominees presuming elected, will go through the background check in January 2018.

Motion to approve background check policy and process: Susan Becklenberg
Second: Scott Carver
Approved

Ambassador Stories

Julie Broadway

Ross Braun’s travels in Europe took him to centers in Barcelona, France and Bosnia. Ross said it was great to see those centers doing so well.
Julie Broadway spoke of National Meet a Horse Day on the Mall in Washington D.C. Wendy Woods, who served on the research panel, was very well received. A research summit is planned on how to prioritize research in the equine community.

SMART Goals Dashboard Review

Moira Corcoran

I-1 Smart Goals Dashboard through 07.19.2017
Julie Broadway thanked Moira Corcoran for keeping up the dashboard. Moira will continue to do so.

Consent Agenda

Julie Broadway

J-1 Executive Committee minutes 04.20.17
J-2 Finance Committee minutes 04.18.17
J-3 Finance Committee minutes 05.16.17
J-4 Governance Committee minutes 04.20.17
J-5 Governance Committee minutes 05.18.17
Motion to accept consent agenda items: Susan Becklenberg
Second: Kim Berggren
Accepted

Other Business

Julie Broadway

None

Adjourn

Julie Broadway

Motion to adjourn: Kim Berggren
The meeting was adjourned at 6:45pm MDT

Next meeting: September 25, 2017