Agenda Item 1
Subject: Opening Administrative Business

a. Call to Order. The meeting was called to order at 1:02 pm EDT by President Bell

b. Roll Call by Secretary Vorachek

Board Members

Monty Bell P
George Dresnek A
Kimberly Kelly P
Don Stephens P
Earl Tilton A
Mike Vorachek P

Staff  Executive Director Chris Boyer  P

Guests None


d. President’s Report. He wants to move to budget issues. He will save comments for then.

e. Treasurer’s Report. Kelly feels that the budget discussion will be the focus of the Treasurer’s activities.

Agenda Item 2
Subject: Special Orders (None)

Agenda Item 3
Subject: Executive Director Report (Boyer). Copy of printed report included as Attachment 1 to minutes. We continue to have problem with instructors not sending in course information within two weeks following course.
Agenda Item 4
Subject: General Orders

Board vacancy from Fontaine’s resignation. Bell stated that he will let the election decide the replacement. The top two individuals will fill the normal vacancies. The individual with the third highest vote totals will be placed on the Board. Discussion followed regarding the methods and processes that could be used for the President to appoint and the Board vote for approval.

Agenda Item 5
Subject: New Business

Agenda Item 5A
Subject: 2016 Budget (Boyer)

Boyer explained how the revised budget was developed and provided to the Board. He outlined the planned deletions for the remainder of the year. The 7% revenue growth target has been removed. Major cuts have been made in travel. There is a proposed increase in Organizational membership from $185 to $250 and adjustment for organizations with greater than 30 members at $10 each.

Bell noted that the $65K donation is being shown as income when it was agreed that this would be held in a reserve. There is an approximate drop in revenue of 8% with an increase in expenses of over 8% with a number of specific categories with significant overages.

A work session has been scheduled for 1:00 EDT on Friday, August 12th to discuss the revenue and expenses for the remainder of the year.

Agenda Item 5B
Subject: Other New Business

ED quarterly incentive bonus. Kelly made a motion to approve. Vorachek seconds. Voice vote unanimous to approve.

Agenda Item 6
Subject: 2016 Meeting Schedule

August 17 1pm EDT Conference Call
September 21 1pm EDT Conference Call
October 12 – Strategy and Budget 1pm ET Conference Call (Discussion only)
October 26 – Strategy and Budget 1pm ET Conference Call (Discussion only)
November 16 – Budget Approval 1pm ET Conference Call
**Adjournment**

Motion to adjourn by Vorachek. Second by Bell. Voice vote unanimous. Meeting adjourned at 2:33 PM EDT.
Executive Directors Report
June 2016 Board of Directors Meeting

ITEMS REQUIRING BOARD ACTION (delayed items require no action)

- See Board Agenda
- Resignation by Bernie Fontaine at June Board meeting. Requires appointment of replacement by President, and approval by Board.

UPCOMING MILESTONES
- Update MLPI slides released to instructors July 2016
- New consolidated MLPI / MLSO manual in print January 2017
- New PAM to be released by September 2016

FINANCE
- Need FY 2015 4th QTR financial report narrative to post on website
- Need FY 2016 1st QTR financial report narrative to post on website
- Accounts Receivable – 29 classes over 30 days due
- Placed calls to instructors and lead evaluators with paperwork and fees overdue more than 30 days
- Got hotel from June meeting to credit 2 nights stay due to noise, etc
- At the request of Director Kelly we reviewed the use of non-profit mailing status. It did not provide enough return to adopt it.

CERTIFICATION – John Boburchuk
- Received proposed update outline for SARTECH III, II, I
- Registered the Canine SARTECH Workbook for ISBN

EDUCATION – Bryan Enberg
- ADSAR Book Update – sent email/letter to Bernie Fontaine cancelling project
- Completed MLPI course slide update
- New NASAR email address assigned to Bryan (bryane@nasar.org)

PROFESSIONAL STANDARDS – Rob Davis
- Complaints regarding instructors and evaluators
  - Received complaint regarding a team self-dispatching to missions
  - Received a complaint regarding a Canine Lead Evaluator not following the testing process as interpreted by the testing candidate
  - Received a complaint regarding the price of our courses for volunteers
Received a complaint regarding a state not searching for a woman’s father who went missing
- Received a complaint from a canine testing candidate about not receiving a failure report and the reason they were given for the failure
- Received email from member stating she heard that money had been embezzled from NASAR in the past
- Received complaint regarding a canine LE recertifying in their discipline not knowing the rules and failing recert
- Received a complaint regarding NOCOSAR and their validity as a SAR group

- Reviewed and processed instructor, evaluator and lead evaluator applications and background verification reports
- Ongoing research for LMS system
  - Started LMS requirements document
  - Participated in 8 product demonstrations
- Updated the Liability Form to fit on one page, and placed on website

ADVOCACY – David Kovar
- Received permission from SARVAC to provide the new Hug-A-Tree video for free download from NASAR website.

OUTREACH
- Reviewed monthly newsletter draft, made edits and approved for distribution
- Added courses and certifications to website calendar
- Sent projects update email to instructors and lad evaluators
- Howard Paul loaded up the FaceBook page with timed course announcements monthly
- Posted NSARC UAS Addendum to the website

MEMBERSHIP
- Produced and sent out monthly renewal notices
- Offered PSARC the option of trading funds they have on account for their annual state membership fee, and they accepted (Ross’s idea)
- 2016 Election Update
  - Posted Nomination Period announcement and general election schedule to website and Facebook pages
  - Sent the voting member number (1671) to Nominations Chair on 6/1
- Sent Bernie Fontaine a free Life Membership packet for his Board service
- COI question regarding AMWins and Director Stephens proposal to the attorney for comment
Sent new ID Card out to all Life Members (as a replacement for their older cards)

FUNDRAISING
- Nothing to report

MISCELLANEOUS ITEMS
- Performed weekly backups for DropBox content
- Performed monthly backup for website content
- Received request from a private investigator to provide resources for a search in Grand Canyon NPS – declined and recommended working with NPS (resulted in a $150 donation to NASAR)
- NASAR website was down on 5/24 for less than an hour due to a Nationbuilder technical issue
- Received updated NASAR patch with micro-stitch technology and announced on website
- Transferred member (new member, renewals) and Promotive processing from Neosystems to Bryan Enberg, increased his hours to 70 per month – budget neutral transfer. Requested an Abila user ID for Bryan.

RECENT / UPCOMING TRAVEL
- June 3 – 5 Texas: In-Person Board Meeting
- June 27 – 30 Virginia: Avectra training / xfer member admin process
- August 15 – 20 Georgia: MUPC Conference