



**Professional Association of Therapeutic Horsemanship International
Annual Meeting
Friday, November 4, 2016
Williamsburg, VA
7:30am – 8:30am**

Welcome and Call to Order

Julie Broadway, Board of Trustees President

7:31 am PATH Intl. Board of Trustees President Julie Broadway, welcomed the meeting attendees and called the meeting to order. She then introduced the Board of Trustees.

Approval of 2015 Annual Meeting Minutes

Miyako Kinoshita, Secretary

November 6, 2015 minutes

Motion to approve: Karen Bocksel

Seconded: Kitty Stalsburg

A request for changes or modifications was made. None were proffered.

The November 6, 2015 minutes were approved.

President's Report

Julie Broadway, Board of Trustees President

Ms. Broadway touched briefly on the Strategic Plan refresh, as well as recruiting and on-boarding of new trustees. She reported that the membership is engaged in the Trek to Accreditation.

Trek to Accreditation

Julie Broadway/Kathy Alm, CEO

Bylaws Amendments

Ms. Broadway called upon Kathy Alm to summarize the Trek to Accreditation and Bylaws changes and additions. Ms. Alm spoke of the National Commission for Certifying Agencies (NCCA) which ensures the health, welfare and safety of the public through the accreditation of individual certification programs that assess professional competency. The NCCA sets standards that must be met by organizations offering certification programs. Based on membership feedback, PATH Intl. is pursuing NCCA (3rd party accreditation) of the registered level instructor certification. In addition, Ms. Alm spoke about the difference between a membership organization which serves the members and a credentialing council which serves the public through monitoring. One of NCCA's standards is to have a separate entity for credentialing. This separates education and membership from testing. This is the impetus for the proposed bylaws addition that would create an independent credentialing council. The members would vote on council members (with the exception of the public member). A credentialing council workgroup is being formed who will develop policies and procedures for the council. She noted that there is no expectation that instructors currently certified have to re-test or re-certify. At that point, Ms. Alm opened the floor to questions and comments from the membership.

There were many questions and comments from members regarding the bylaws addition to add a credentialing council. Questions were answered and all comments, both for and against, were acknowledged.

The Bylaws changes were to clarify language and definitions.

At 8:16am, votes were cast for the changes to the bylaws and the addition to the bylaws. Ballots were collected by five (5) PATH Intl. staff members and five (5) membership volunteers. Ballots were counted by PATH staff member, Cher Smith and membership volunteer, Samantha Bannock. The results* were as follows:



Bylaws changes – 345 yes votes (86.7%), 53 no votes (13.3%). Changes were approved by two-thirds (2/3) majority. Bylaws addition of credentialing council - 286 yes votes (72%), 112 no votes (28%). Addition of credentialing council was approved by two-thirds (2/3) majority.

Governance Report and Election Results

Julie Broadway, Board of Trustees President

In the absence of Arlene Alen, Board of Trustees Governance Committee Chair, Ms. Broadway presented the election results for the Board of Trustees and the Membership Oversight Committee Region Representatives.

Ballots were distributed to the membership by August 30, 2016 with a return deadline to the office by September 30, 2016. Kathy Alm, PATH Intl. CEO, and two members of the staff, Karen Province and Kim Hall counted the ballots on October 3, 2016. The following results were certified to the existing trustees within ten days of the count on Monday, October 3, 2016:

Elected to PATH Intl. Board of Trustees:

Scott Carver
Moiria Corcoran
Michael Kaufmann

Elected PATH Intl. Membership Oversight Committee Region Representatives:

Elizabeth Carlson	Region 2
Amanda Bubb	Region 4
Dena Duncan	Region 6
Shannon Middleton	Region 8
Ronda Ward	Region 10

Treasurer's Report

Susan Becklenberg, Board of Trustees Treasurer

Susan Becklenberg, Board of Trustees Treasurer, gave the fiscal year 2015-2016 finance report. She reported that all local, state, and federal filings are up-to-date. This report was based on the recently completed audit by an independent auditing firm. A new auditor was selected this year through a competitive process. The audit indicates that all financial records are in accordance with generally accepted accounting principles and financial statements present fairly in all respects. Ms. Becklenberg noted that the 2015-2016 audit and IRS 990 will be posted on the PATH Intl. website when the 990 form is completed by the auditor and approved by the PATH Intl. Board of Trustees.

July 1, 2015-June 30, 2016	
Total Support and Revenue	\$2,774,318
Total Expense	\$2,522,347

Work in progress for 2015-2016 includes migrating from an obsolete accounting system that did not meet PATH Intl. needs to one that does, reorganizing the revenue and expense accounts to better reflect the activities of PATH Intl., and initiating a cash-flow analysis to better understand the cash needs of the organization, increasing our ability to earn interest on balances and minimize the administrative overhead involved in managing accounts.



Strategic Planning Committee

Jim Harlan, Board of Trustees Strategic Planning Committee Chair

Mr. Harlan reported on the Strategic Plan progress and the recent “refresh” of PATH Intl. goals.

Goal #1: Credentialing – We are recognized by the EAAT industry, health & wellness and education communities, and the public for our excellent and rigorous credentialing and standards that enhance the professional credibility of individuals and centers. Mr. Harlan stated we are well on our way with this goal.

Goal #2: Continuing Education and Knowledge Management – In order to promote professionalism and support sustainability of EAAT, PATH Intl. connects members and provides access to resources, information and networks. Mr. Harlan stated that progress has been made on this goal with an increase of online educational offerings now accessed by 10% of our membership as well as an increase in number of higher education partnerships and other industry partners to provide additional opportunities.

Goal #3: Quality Assurance – Our quality assurance program enhances instructors’ and centers’ ability to deliver safe, superior services and programs.

Mr. Harlan stated Quality Assurance was very busy last year with the addition of a grievance process as well as updating the Continuing education requirements. They will reconvene in the new year to determine their next area of focus.

Goal #4: Capacity Building – Our financial model enables us to meet our strategic goals.

Mr. Harlan said that this goal is the same and since we completed, or are on our way to completing the original objectives of restructuring the board and committees to streamline and align with the needs of the membership, investing in technology (researching a new database), restructuring regional systems and aligning budget with strategic plan. We have a new focus area; developing a plan to address financial impact and human resource needs as a result of organizational evolution on our Trek to accredited credentialing.

Goal #5: Brand Awareness and Partnerships – PATH Intl. advances awareness of our brand with communication efforts, partnerships, alliances and relationships.

Mr. Harlan states that there will be continued work on this goal this year with an emphasis on special education teachers.

Goal #6: Center Sustainability – Every PATH Intl. center has access to the tools, education and resources available to be a sustainable business.

Mr. Harlan states that this is our new, major goal. We began work on this goal with focus groups during this conference.

CEO’s Report

Kathy Alm, Chief Executive Officer

Kathy Alm, CEO stated that PATH Intl. collects data from our membership to help us understand many things such as who you serve and how you serve them. We also track membership data. To learn more, members can reference the 2015 fact sheet on the PATH Intl. website.

Ms. Alm reported that the Wounded Warrior Project (WWP) ran into some difficulties as an organization this year. As a result, our WWP program is on hold until further notice. We are in contact with WWP and expect to have more information in January, 2017 for next year.

Ms. Alm was pleased to attend the International Association of Human-Animal Interaction conference in France last July. She met with people from all over the world engaged in animal-human interaction, many from higher education institutions; many embarking on research. There is a push for data driven decisions and the need for research and data gathering in this discipline. They seek a greater understanding of the role of the animal and have the intention to respect what each animal brings to the interaction as well as taking care of their well-being and safety. There is a strong desire for agreement around best practices and terminology and raising professionalism across the field. Ms. Alm volunteered to join a best practices and terminology workgroup to ensure the voice for EAAT is included. She said she looks forward to continuing to be part of this larger field.

Board Officers

Jim Harlan, PATH Intl. Board of Trustees Nominating Committee Chair



The 2016-2017 Board Officers were announced are as follows:

Julie Broadway	President
Ross Braun	Vice President
Patti Coyle	Secretary
Susan Becklenberg	Treasurer
Jim Harlan	Past President

Old Business

Julie Broadway, PATH Intl. Board of Trustees President

Ms. Broadway acknowledged outgoing board of trustees members and thanked them for their service. Outgoing board members were Arlene Alen, Miyako Kinoshita, Holly Schmitt Fox and Allyn Mann.

New Business

Julie Broadway, PATH Intl. Board of Trustees President

None

Adjournment

Julie Broadway, PATH Intl. Board of Trustees President

Motion to adjourn: Kim Berggren

Meeting adjourned: 8:40am, Eastern Daylight Time

*Completion of the ballot count was not completed in time to announce the results at the annual meeting. These results were announced at the banquet on Friday evening, November 4th.