



**Board of Trustees Meeting
Monday, January 27, 2020
3:30 – 5:00 MT**

Minutes

Welcome & call to order

Susan Becklenberg

The meeting was called to order at 3:33 p.m. MT.

Present: Susan Becklenberg, Kim Berggren, Ross Braun, Scott Carver, Patti Coyle, Adam Daurio, Michael Kaufmann, Lili Kellogg, Robin Krueger, Ed Milford, Brandan Montminy, Jessica Normand

Guest: Julie Broadway

Staff: Kathy Alm, Kandis Branum

Unexcused: KC Henry

Mission/Vision

Julie Broadway

B-1 Julie's message for Mission/Vision

B-2 Mission/vision document

Motion to approve Mission Statement: Lili Kellogg

Second: Patti Coyle

Motion to approve Vision Statement: Michael Kaufmann

Second: Robin Krueger

Kathy Alm asked that the new strategic plan goals verbiage be changed from "embodying, providing," etc. to "to embody, to provide, to validate." The Board agreed with the change.

Trustees offered thanks and kudos to Julie Broadway for leading the effort on these new statements and the strategic plan.

Minutes

Susan Becklenberg

C-1 Minutes of November 9, 2019

C-2 Minutes of November 10, 2019

Motion to approve minutes of November 9 and 10, 2019: Robin Krueger

Second: Kim Berggren

Minutes approved.

President Comments

Susan Becklenberg

Response to Pebbles

Susan Becklenberg reported that there has been no response to the Board from Pebbles. Lili Kellogg suggested that the Board follow up with Pebbles to let her know that PATH Intl. action items have been completed.

Employee Handbook

Susan Becklenberg

D-1 Draft revision 01.15.2020

Motion to approve revised employee handbook: Ross Braun

Second: Patti Coyle

The handbook was approved with the caveat that the date on the receipt of handbook acknowledgment be changed to January, 2020.



Finance

Robin Krueger

E-1 Consolidated Financial Narrative 10.31.2019

E-2 Consolidated Financial Statement 10.31.2019

E-3 Consolidated Projection Narrative 12.31.2019

E-4 Consolidated Financial Statement 12.31.2019

E-5 Consolidated Q2 Projection 12.31.2019

E-6 Draft 06.30.2019 Form 990

Scott Carver

Motion to approve October and December Consolidated Financials: Scott Carver

Second: Ed Milford

October and December Consolidated Financials approved.

Motion to approve Consolidated 2nd Quarter Projection of December, 2019: Patti Coyle

Second: Ed Milford

2nd Quarter Projection approved.

Robin Krueger stated that the Finance Committee had reviewed and recommended approval of the Form 990.

Motion to approve Form 990: Kim Berggren

Second: Lili Kellogg

Form 990 approved.

Ross Braun offered thanks to Scott Carver for his informative explanation of the form.

Operational Committee Chair

Susan Becklenberg

Health & Education Advisory Committee – Michelle Weed

Motion to approve the appointment: Michael Kaufmann

Second: Robin Krueger

Appointment approved.

The office will send notification of approval of the appointment via email.

CEO Report

Kathy Alm

F-1 CEO Report

F-2 Dashboard

F-3 Process for the Resolution of Membership Concerns

Kathy Alm presented her CEO report. Questions from Trustees were addressed regarding the February 1 deadline for feedback on the EAAT Baseline Definitions Consensus document and the Board providing assistance to make the next International Conference as successful as the last. She also clarified that the strategic plan dashboard will change when new operational plans are complete. The process for the resolution of membership concerns will be modified to include the option of presenting concerns to a Trustee in step 3 and that said trustee will check to ensure that steps 1 and 2 were followed prior to that submission.

Equine Welfare Definition and Position Statement

Susan Becklenberg

G-1 Definition and Position Statement

Trustees discussed the definition and statement. Jessica Normand volunteered to email a link to the American Association of Equine Practitioners "Principles of Equine Welfare" to Trustees for review. The topic was deferred to the March 23 Trustees meeting.



Governance

Kim Berggren

H-1 Job Description & Expectations Update

H-2 Trustee Individual Advancement Plan

The Trustee Job Description and Expectations were reviewed by the Governance Committee.

The committee recommended adding “commits to pursuing continuing education relevant to board education” to the Basic Board Responsibilities. In Qualifications, the word “compliment” will be changed to “complement.”

Motion to approve revisions: Robin Krueger

Second: Patti Coyle

Revisions approved.

Patti Coyle presented and explained the new individual advancement plan.

Annual Calendar Review

Susan Becklenberg

I-1 Annual Calendar

Additions to the calendar were made prior to the meeting. No additional changes were made.

Consent Agenda

Susan Becklenberg

J-1 Minutes October 17 Executive Committee meeting

J-2 Minutes October 17 Finance Committee meeting

J-3 Minutes October 17 Governance Committee meeting

J-4 Minutes November 21 Governance Committee meeting

J-5 Minutes December 5 Finance Committee meeting

J-6 Minutes December 16 Governance Committee meeting

Motion to approve consent agenda: Robin Krueger

Second: Patti Coyle

Consent agenda approved

Ambassador Stories

Susan Becklenberg

Patti Coyle and Jessica Normand shared stories.

Other Business

Susan Becklenberg

President Susan Becklenberg encouraged trustees to plan to attend meetings from beginning to end, especially the face-to-face opportunities. She asked for feedback on the Board attending a group dinner during the International Conference and Retreat meetings. Trustees responded that they do enjoy the dinners. It would be best if they were not scheduled on the first night in town.

Next meeting:

March 23, 2020

Adjournment

Susan Becklenberg

Motion to adjourn: Kim Berggren

The meeting was adjourned at 5:06 p.m. MT