



**Board of Trustees Meeting  
Saturday, November 9, 2019  
Annual Meeting & Conference – Denver, CO  
1:30 p.m. MT**

**Minutes**

**Welcome and Call to Order**

Ross Braun

The meeting was called to order at 1:41 p.m. MT.

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

Staff: Kathy Alm, Kandis Branum

Guests: Jessica Normand, Catherine McKinnon, Tom Anderson, Region Representatives

Excused: Moira Corcoran

**Welcome MOC**

B-1 List of Regions & Representatives

B-2 MOC Outreach Update

Several members of the Membership Outreach Committee (MOC) introduced themselves.

Attending: Kristen McGraw (Region 1), Mary Jo Beckman (Region 3), Sherri Moore (Region 3-incoming), Tam Homnick (Region 4), Peggi Noon (Region 5-incoming), Marya Pecukonis (Region 2), Katie Harmelink-Roth (Region 6), Teresa Bron (Region 9), Sarah Bronson (Region 1-incoming). Shannon Middleton, MOC Chair, presented a report of the committee's activities for the year.

Ross Braun expressed thanks to the MOC for their efforts on behalf of Disaster Relief and for serving as a bridge between PATH Intl. members and the Board of trustees. Mary Jo Beckman thanked the Board for their presence at Regional Conferences.

**President's Comments**

Ross Braun

President Ross Braun thanked Trustees for their spirited attendance at the Meet the Board and Credentialing Council Reception on Friday evening. He thanked Kathy Alm as well for flexibility with meeting agendas for Trustees meetings.

**Minutes**

Ross Braun

C-1 Minutes of September 23, 2019

Motion to approve minutes: Kim Berggren

Second: Robin Krueger

Minutes approved.

**Audit Presentation**

Scott Carver

F-1 Draft financial statements

F-2 Draft board communication letter

F-3 Draft internal control letter

Motion to approve audit: Susan Becklenberg



Second: Kim Berggren

Audit approved.

Scott Carver thanked the audit committee, finance committee and staff for their work.

**Pebbles Turbeville**

Pebbles Turbeville

Pebbles Turbeville, educator and long-time member and supporter of PATH Intl., spoke to the Board about her concerns regarding the new CTIRI credentialing process and timeline.

**Executive Session**

Motion to go into Executive Session: Julie Broadway

Second: Robin Krueger

The Board went into Executive Session to discuss response to Pebbles Turbeville's concerns at 2:22 p.m.

Motion to reconvene regular meeting: Kim Berggren

Second: Susan Becklenberg

The meeting was called back in session at 3:08 p.m.

**Baseline Definition Resource Guide Discussion**

Kathy Alm, Dr. Wendy Wood,

Debbie Anderson, Lynn Thomas, Michele Kane

Kathy Alm and members of the Baseline Definitions Work Group discussed and took questions from Trustees regarding the *Uniform Terminology for Services Incorporating Horses to Benefit People* white paper. Trustees then were asked to provide feedback on the paper's content.

**Other Business**

Ross Braun

None.

**Adjourn**

Ross Braun

Motion to adjourn: Kim Berggren

The meeting was adjourned at 4:44 p.m. MT



**Board of Trustees Meeting**  
**Sunday, November 10, 2019**  
**Annual Meeting & Conference – Denver, CO**  
**1:30 p.m. MT**

**Minutes**

**Welcome & call to order**

Sue Becklenberg

The meeting was called to order at 1:37 p.m. MT

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

Staff: Kathy Alm, Carrie Garnett, Bret Maceyak, Kandis Branum

Guests: Julie Broadway, Bill Lavin, Tom Anderson, Catherine McKinnon

**Board President Comments**

Sue Becklenberg

Welcome Jessica Normand

Annual Meeting Recap and discussion

B-1 Regional Conference Schedule

New sitting President Susan Becklenberg welcomed new Trustee Jessica Normand to the Board.

All agreed that the Annual Meeting went well and the Anniversary Celebration was a great success.

**Strategic Plan**

Julie Broadway

Mission/Vision recap and discussion

C-1 Strategic Plan Working Draft

Motion to approve three plan goals: Patti Coyle

Second: Kim Berggren

Goals approved.

**Operational Committee Chairs/Board Committee Members**

Sue Becklenberg

E-1 Operational Committee Chairs

E-2 Finance & Governance Committee Chairs & Members

Motion to accept Operational Committee Chairs: Lili Kellogg

Second: Ed Milford

Operational Committee Chairs accepted.

Robin Krueger, Finance Committee Chair asked that Scott Carver and Renee Adair be added to the list of Finance Committee members for approval. Susan Becklenberg, as the new Board President will step off the committee.

Kim Berggren, Governance Committee Chair asked that Gary Warren be added to the list of Governance Committee members for approval. There was some discussion as to whether Adam Daurio would continue on the Governance Committee, move to the Grievance Panel, or both. No decision was made.

Motion to approve board committee members as listed and amended: Robin Krueger

Second: Lili Kellogg



Committee members approved.

### **Finance Committee Report**

Ed Milford

G-1 First quarter projections narrative  
G-2 First quarter projections  
G-3 August/September Financial Statement  
Motion to approve financial statements: Scott Carver  
Second: Patti Coyle  
Financial statements approved.

### **Consent Agenda**

Sue Becklenberg

H-1 Minutes Executive Committee Meeting 08.15.2019  
H-2 Minutes Finance Committee Meeting 08.15.2019  
H-3 Minutes Finance Committee Meeting 09.19.2019  
H-4 Minutes Governance Committee Meeting 09.19.2019  
Motion to accept Consent Agenda: Robin Krueger  
Second: Michael Kaufmann  
Consent Agenda accepted

### **CTRI Update**

Bret Maceyak/Bill Lavin/Julie Broadway

Bret Maceyak, Credentialing Manager and Bill Lavin, Credentialing Council Chair updated the Board on progress with transitions and applications for the new CTRI designation. 1268 instructors have transitioned. Five supervising instructors have voluntarily completed and submitted 120 teaching hours. 19 CTRI applications have been purchased, one submitted. Registration for certification exams begin in December. The Credentialing Council had one member resign due to family issues. Ross Braun, Past President of the Board of Trustees will be the new PICC/Board Liaison as Julie Broadway will be stepping down with her board term ending.

### **Membership Update**

Carrie Garnett

Carrie Garnett, Director of Membership and Operations spoke to the Board about changes in membership including the development of membership tiers. She indicated that members are positive about this change as it gives them benefit options including educational opportunities. We are currently at 50% of the budgeted number for this fiscal year at the Professional + level. Membership renewals are 30% down, projected to be 20%. Scott Carver and Jessica Normand said they can share ways to bring members back to the Association. Kathy Alm offered kudos to Carrie for her hard work on the data base conversion, membership, education and the conference.

### **EAAT Research**

Dr. Wendy Wood

Dr. Wood updated the Board regarding her work on equine assisted services research with a PowerPoint presentation.



### **Education Discussion**

Michael Kaufmann

#### D-1 Board Education Summary

Michael Kaufmann addressed the subject of ongoing board education. He asked the Trustees to consider different delivery methods for education including continuing to refine and update the new trustee orientation presentations on a regular basis, specific topic presentations at Board or Committee meetings, and special training sessions for specific subjects outside of meetings. Other thoughts were the use of the expertise matrix to determine educational topics, recording presentations at board meetings, and creating an online place to put educational information for all to access (a Board portal).

### **CEO Report**

Kathy Alm

#### D-1 CEO Report

#### D-2 Dashboard

#### D-3 Grievance Review Panel Summary

There were no questions on Kathy Alm's CEO report distributed prior to the meeting.

### **Board Committee Reports**

#### Governance

Patti Coyle

#### E-1 New Trustee Onboarding Process

#### E-2 New Trustee Orientation Checklist

#### E-3 Mentor Process & Mentor Responsibilities

Patti Coyle presented new and improved updates to the onboarding process and orientation checklist. She also brought a new document regarding mentorship for new Trustees and asked if any of the current Trustees would be interested in mentoring based on the information provided. If so, she asked that interested Trustees let any Governance Committee member know of their interest. She also encouraged Trustees to attend Regional Conferences and State meetings. Staff was asked to send State meeting information to Trustees if available.

### **Ambassador Stories**

Sue Becklenberg

Patti Coyle, Ross Braun and Julie Broadway shared Ambassador stories.

### **Adjourn**

Sue Becklenberg

Motion to adjourn: Robin Kruger

The meeting was adjourned at 4:21 p.m. MT

**Next meeting:** January 27, 2020