

SUMMIT THERAPY ANIMALS  
ANNUAL MEETING FOR BOARD OF DIRECTORS  
MINUTES  
Wednesday, February 13, 2019

**Meeting begins: 8:10am**

- I. **Financial Report** – Jan shared the report
- II. **Budget:** January 2019- January 2020 Jan & Board – we adjusted a few items
  - a. **Revenue**
    1. **Grants** – was \$450.00 raised it to \$1000.00 (Brad will research grants – we needed clarity of our needs/expenses).
  - b. **Expenses**
    1. **Intermountain Therapy Animals** – was budgeted for 2 teams (\$120.00), now 4 teams \$240.00
    2. **Advertisement** – was 128.32, now \$500.00: Brad will research the ‘Summit Dogs’ advertising piece and get back with the Board. Do we want to advertise in Summit Dogs or elsewhere with the Summit Daily once a month? (Last year we spent \$130.00 advertising for Workshop).
    3. **Health Fair Booth Rental** - \$25.00
    4. **Materials: Flyers/Handouts** – was \$98.82, now \$300.00
    5. **Bookmarks** – was \$162.14, now \$100.00
  - c. **Discussion:** We have 10 books, Madeline Finn & the Library Dog, on their way; plus five Dr Zeuss books.
- III. **Grants** – what is needed? Brad
  - a. How many active teams?
  - b. How many people are touched?
  - c. Balance Sheet – who is giving us money?
  - d. Bessie Grant? Already passed the deadline. We can look into applying next year.
- IV. **Current Membership** – Susan, Ann & Brad – we discussed the new & old members; we are in need of email addresses.
- V. **Protocol for new recruits** – Susan and Ann
  - a. New form for Lyn to fill out.
  - b. Lyn will take photo of ATD application and send to Susan.
  - c. Follow up is so important. When we have a workshop, we’ll each take two people interested and follow up.
- VI. **Lyn’s Class – DU Animal Human Health**
  1. Teaching people how to advocate for their dogs.
  2. Anne Howie (Teaches the handling class) – Therapy Dog Bill of Rights – excellent resource advocating for therapy dog’s needs.
  3. Two books Lyn recommended: Teaming with Your Therapy Dog (Annie Howie) and Therapy Dogs Today (Kris Butler) – we will order these books and have in Lyn’s library.
- VII. **Membership Packet (after they meet with Lyn).**
  1. Articles passed out
  2. Process for R.E.A.D.
  3. Two decals
  4. The Therapy Dog’s Bill of Rights will be included in Membership Packet as well as put on our Website.
  5. Bookmarks – we can order Annie Howie’s (Bill of Rights) 100 for \$15.00.

6. Discussion:
  - a. People get intimidated by the testing process. Lyn commented very few people do not pass.
  - b. Summary Page – Ann brought up ideas to explain the process – which is already on page 2.
  - c. Background Check – Susan will communicate with School Admin to get clarity of the process.

VIII. **Dates & Discussion for Workshop/Membership Meeting**

1. Workshop
  - a. We need to do follow-up after the workshop; each board member will take 2 potential teams.
  - b. 10 people/ dogs – limit.
  - c. Dates – Donna will look into this as far as the parking lot being full or not: July 17<sup>th</sup>, July 18<sup>th</sup> (rain date) and Lyn suggested another day if there are too many folks wanting to participate: July 31<sup>st</sup>. ?
2. Membership Meeting
  - a. Looking to Sept 25<sup>th</sup> 5:30-7pm (5pm set up) ?
  - b. Speakers ideas– Karlene/service mobility; Behaviorist; Dr Murphy – alternative healing methods – Lyn will connect with folks. We might have two speakers to share the time.
  - c. Community Center

Meeting adjourned 9:30am

