

**Board of Directors Meeting Minutes
May 16, 2019**

Attendees: Jill LaBrie, Jessica Dennes, Carlos Chavez, Jennifer Lohse, Kathy Janssen, Tori Carlson, Heidi Urbina, Shea Lynn Fernald

Absent: Alexei Marquez

1. The meeting was called to at 2:15PM noting quorum was present.
2. The Secretary noted an official name change for Heidi Gerrish to Heidi Urbina.
3. A motion was made, duly seconded and approved **the SAVMA Board of Directors meeting minutes from March 21, 2019 as presented.**
4. The Governance Committee reported the following
 - a. The committee is drafting Financial Control Policies for the first time.
 - b. The 990N was filed.
 - c. The AZ corporation commission paperwork was e-filed.
 - d. The General Liability Insurance was cancelled and reinstated due to a clerical error by our insurance broker.
5. The Membership Committee reported the following:
 - a. The skills survey will be sent to both members and nonmembers in the newsletter in June.
 - b. The results will be reviewed at the August Board meeting which will also inform the keynote for the Awards event.
 - c. The committee will also work on getting the Membership Handbook finalized.
6. The Program and Events Committee reported recruitment for the committee and programs are booked through April.
 - a. Volunteer Fair: had just over 700 people attend the event. Gina will supply a one page debrief with results and revisions will be made.
 - b. Awards: we have locked down the nomination forms online, the keynote speaker, and adjusted the time of the event schedule to fit the budget.
7. The meeting adjourned at 3:16PM.



Submitted by Jennifer Lohse, Secretary