

Minutes of the Board

SVBT

Sunday, August 5, 2012

Meeting Called by: Sherrie Yuschak

Type of meeting: General Executive Board Meeting and General Meeting SVBT

Attendees: Sherrie Yuschak, Julie Urban, Alicea Schaeffer, Kait Hembree, Donna Dyer, Julie Shaw, Shannon Trouba, Jenny Price, Monique Feyrecilde

Agenda Items

Call to Order: Sherrie Yuschak

Minutes from Last Meeting: Kait Hembree

- Minutes posted to forum and also sent to all board members last time

Officer and Committee Reports

- See attachments and emails

Unfinished Business

1. Annual Reception at AVMA in San Diego
 - * not a huge turnout, but a must be done for networking
 - *approx. 25 to 30 attendees
 - *too much money? More cost effective next year?
 - *more marketing and PR next year
 - *talk to Hill's about a larger sponsorship possibly?
2. Treasurer's Position
 - *Donna Dyer has offered to temporarily take over position until a permanent treasurer can be found
3. Welcome Letter
 - *updated, suggested to have a membership card sent with letter through snail Mail
 - * one time letter and card sent at time of membership, not at renewals
 - *Kait Hembree made motion to move forward with letter and card included sent via snail mail to new members, one-time postage fee, per Lori's consent as Corresponding Secretary
 - *Alicea Schaeffer seconded motion
 - *Sherrie Yuschak will contact Lori Tyler, corresponding secretary

4. Skype

- *Please send updated Skype handler information to Sherry
- *Sherry will send out updated emails of all board members

5. C.E. Conference

- *Jen Fiendish has agreed to serve as Chairman of committee and is ready to get started for 2013.
- *Event will combine with AVBT to hopefully draw more interest.
- *CEVA has approached us regarding possible sponsorship
- *Monique will contact CEVA regarding sponsorship of venue
- *Venue is to be Oquendo Center again in Las Vegas
- *Expecting confirmation within two weeks and then will move have Jen Fiendish begin moving forward with plans

10. Survey

- *Sherrie has completed survey
- *Options will be explored as far as getting survey out to members

11. Daily Digest

- *Shannon Trouba still trying to tie Kyle (IT Technician) down to project
- *Kyle is in-between jobs and Shannon has been unable to confirm to final date
- *Shannon intends to catch up to Ken this week

12. Internship Program

- *ready to send out Letter of Interest to hospitals, universities, zoos, specialty practices
- *Establish list of behavioral resources that VTS members can contact directly regarding possible internships and/or shadowing opportunities for behavioral experience
- *We will provide the connection, up to intern and behavioral resource to make the most of the opportunity
- *List of behavioral resources will be updated and maintained on the forum

New Business

1. Donna Dyer – become an Honorary VTS-Behavior

- *appreciation of all her hard work as one of our original founders and a volunteer that has played an instrumental role in the behavior movement

2. New Officers

- *Sherrie Yuschak – New President replacing Alicea Schaeffer
- *Julie Shaw-President Elect
- *Donna Dyer – New Treasurer replacing Julie Urban
- * Shannon Coyner – New member at large replacing Nellie Wyatt

3. Review Bylaws

*request for all board members to review positions and listed job duties under SVBT Bylaws on forum prior to next meeting

4. Goals

*As a board member know and fulfill your job duties

*Make sure you have all necessary tools to perform such job duties

*Make sure to keep open communication with all other board members

-Please try to respond to all email within 48 hours

-At least notify sender that you have received email

5. Build Membership

*goal is reach 900 by next year, double of ASVAB

*based on two techs per doctor theory

*Julie Shaw intends to be out driving force behind this goal

6. Annual Retreat

*Suggested to have an annual retreat funded by SVBT that allows new officers to build camaraderie, establish accountability for their job

*Important to have a good team building meeting and exercises

*Work on goals and problems within organization

*Good time for Donna and Julie to work on transfer of position

*Free places to meet, possible cabin in CA-Shannon Trouba, condo in Hilton Head Island, SC-Kait Hembree

*Kait and Shannon to pursue possible dates in November and send Julie Shaw info and location

*all board members to attend and to send Julie Shaw information on flights from their current residences

*Julie Shaw will research flights and determine most cost effective location and confirm final date of retreat.

7. Change of Treasurer

*At this time, skype, phone conference calls and email will be used to help Donna Dyer transition successfully into Treasurer's position

Announcements:

- Please try to check your emails regularly over the next several weeks. Information about upcoming meetings and retreats will be needing to be planned and confirmed.

Adjournment:

- Moved to adjourn – Alicea
- Seconded - Donna

Next Meeting:

- To be announced within the next few weeks.