

**Pennsylvania State Animal Response Team
Board of Directors Meeting
Tuesday, September 30, 2008
11:00 p.m.-2:00 p.m.
PEMA
In Attendance
Minutes Approved January 6, 2009**

- Dr. Nanette Hanshaw-Roberts, **Board Chairperson**, Pennsylvania Department of Agriculture
- Mr. Norris Bennis, Esq., Volunteer
- Mr. Charles Bruckner, Volunteer
- Mr. Darin Cox, **Acting Treasurer**, PA Federation of Dog Clubs
- Ms. Linda Spahr, **Acting Secretary**, PSU Cooperative Extension
- Mr. Randy Rockey, Centre County EMA Director
- Dr. Don McLean, USDA
- Dr. Lenny Southam, PVMA
- Ms. Sarah Speed, HSUS
- Mr. Joseph Roberge, PEMA
- Michael Kolar, PEMA
- Mr. Joel Hersh, Ex-Officio, Executive Director, PASART
- Ms. Karen Critchfield, Ex-Officio, Director Training and Development, PASART

Absent

- Dr. John Ellis PA Society for Biomedical Research ,
- Ms. Joan Breidenstine, American Red Cross of Berks County
- Ms. Susan Smith, Bedford CART Coordinator
- Mr. Karel Minor, Federated Humane Societies of PA
- Dr. Charles Newton, University of Penn, School of Veterinary Medicine
- Ms. Charlene Wandzilak, **Vice-Chair**, Pennsylvania Veterinary Medical Association

Minutes

Topic of Discussion	Main Points of Discussion	Action Items or Next Steps
Approval of the Minutes	<p>The following minutes were presented for the Boards approval:</p> <ul style="list-style-type: none"> • April 8,2008 Board of Directors Meeting minutes 	<p>Motion: To approve the minutes of the following meetings as presented:</p> <ul style="list-style-type: none"> ▪ April8,, 2008 Board of Directors Meeting minutes ▪ Dr. McLean 1st, Dr. Southam 2nd <p>- APPROVED.</p>
Treasurer's Report	Mr. Hersh provided the Board with the Treasurer's report for Mr. Cox.	<p>Motion: To approve report presented:</p> <ul style="list-style-type: none"> • Mr. Roberge 1st • Mr. Rockey 2nd <p>APPROVED</p>
Federal Grant	Mr. Hersh provided an in depth review of the new federal grant and spreadsheet; PASART grant award and the proposed budget for the grant.	No further action required at this time.
By Laws	The tabled By Laws were revisited. Presentation by the By Laws Committee was made to the Board.	<p>Motion: To approve the revised By Laws as presented.</p> <ul style="list-style-type: none"> • Mr. Rockey 1st • Ms.Spahr/Mr. Roberge 2nd <p>APPROVED</p>
Policy on Loan of PASART Equipment and Supplies	Presentation by Equipment Committee on revisions suggested at last Board meeting.	<p>Motion: To approve policy as presented.</p> <ul style="list-style-type: none"> • Mr. Roberge 1st • Mr. Bruckner 2nd <p>APPROVED</p>
Policy on Inventory Tracking and Control	Presentation by Mr. Hersh on draft inventory policy	<p>Motion: To approve policy as presented.</p> <ul style="list-style-type: none"> • Ms. Spahr 1st • Mr. Roberge 2nd <p>APPROVED</p>
Revised Training Policy	Presentation by Mr. Hersh and Ms. Critchfield on need for change to policy related to volunteer deposits on courses where PASART has signed contracts. Discussion on deposit amount, which was changed to \$50.00	<p>Motion: To approve policy as discussed and amended.</p> <ul style="list-style-type: none"> • Mr. Rockey 1st • Mr. Benns/Mr. Roberge 2nd <p>APPROVED</p>

Executive Director and Public Outreach and Training Director Report	Written report submitted. Discussion on highlights. Request by Exec. Director to be permitted to submit his name for National (NAASEP) SART Board	Request approved.
Meetings for 2009	Staff presented suggested dates of: January 6th, April 7th, July 7th and October 6th, 2009	Mr. Rockey offered to have April 7th meeting in Centre County. Board agreed. No further action needed.
Next Meeting	Next Board meeting to occur on January 6, 2009 at PEMA	No further action at this time.
Adjournment	There being nothing further to discuss, the meeting was adjourned at 2:15PM.	Motion: To adjourn the September 30, 2008, meeting of the Board. Mr. Roberge 1 st ; Mr. Bennis 2 nd – APPROVED.