



**INTERNATIONAL  
— ASSOCIATION —  
OF CANINE PROFESSIONALS**

**Board Meeting MINUTES  
November 13, 2025 - 9:00 a.m. - 11:00 a.m. Central**

**Mission Statement:**

The International Association of Canine Professionals shapes global standards through diverse **education, development and support** of industry professionals.

Agenda Item	Lead	Time	Status
<b>Roll call:</b> <b>Chair</b> <ul style="list-style-type: none"> <li>• Jason Purgason, President</li> </ul> <b>Officers</b> <ul style="list-style-type: none"> <li>• Fabian Romo, Vice President</li> <li>• Rachelle Yates, Secretary</li> <li>• Laurie McIntosh, Treasurer</li> </ul> <b>Board Members</b> <ul style="list-style-type: none"> <li>• Marlene Ruiz</li> <li>• Lora Bacharach</li> <li>• Antonio Diaz</li> <li>• Dominic Goetz</li> <li>• Matt Covey</li> </ul>	Chair	2 Min	QUORUM – Y Fabian not present Marlene not present Dominic not present Laurie joined 9:10am  <b>Procedural Guidance:</b> <ul style="list-style-type: none"> <li>• Robert's Rules - Contemporary</li> <li>• Professionalism</li> <li>• Consideration of Others</li> <li>• Time on Task</li> <li>• Relevant input</li> </ul>
<b>Agenda</b>			
Presentation of Agenda	Chair	1 min	1. Motion to approve agenda and agenda items  Jason makes a motion "I move to approve the agenda and agenda items as presented." Lora seconds No discussion or opposition MOTION PASSES
<b>Meeting Minutes</b>			

<p>Presentation of Minutes October 9, 2025 Meeting</p> <p>Presentation of ES Minutes from October 9, 2025</p> <p>Presentation of ES Special meeting Minutes from Oct 7th</p>	Chair	5 min	<ol style="list-style-type: none"> <li>Motion to approve minutes as submitted</li> </ol> <p>Jason makes a motion  “I move to approve the minutes from the Board meeting on October 9th and the executive session minutes from October 7th and October 9th as presented.”  Antonio seconds  No discussion or opposition  MOTION PASSES</p>
<b>Discussion</b>			
<b>President Report</b>	Jason	10 min	<p><b>Old Business</b></p> <ol style="list-style-type: none"> <li>Upcoming Regional Gatherings: No current updates</li> <li>CEU Discussion (sent via email): Will discuss next at meeting</li> <li>Peruvian Proposal: Will discuss at next meeting</li> <li>SMART goals review from Board Retreat: Review items developed at Board retreat and notify Jason on which goals are completed</li> </ol> <p><b>New Business</b></p> <ol style="list-style-type: none"> <li>Atradius Collections: Working on behalf of hivebright attempting to recover an outstanding balance, we cancelled due to services not meeting our needs</li> </ol>
<b>Education Committee</b>	Antonio	5 min	<ol style="list-style-type: none"> <li>Continuing Education Proposal for 2025-12: Required zoom call with individual to educate on proper training, discussion regarding mandatory continuing education</li> <li>Husbandry Handbook Updates: Draft and revision stage, all chapters completed, husbandry book to be used for different educational purposes, discussion at next meeting on the Intellectual Property Rights Permission Request</li> </ol>
<b>Certification Committee</b>	Lora	5 min	<ol style="list-style-type: none"> <li>Committee Updates: Roles shifted, need additional help with administrative tasks</li> </ol>
<b>Therapy Dog Committee</b>	Lora	5 min	<ol style="list-style-type: none"> <li>Committee Updates: 95% manual completed for therapy dog certification, goal for pilot program to launch February 2026</li> </ol>
<b>Social Media Procedures</b>	Antonio	5 min	<ol style="list-style-type: none"> <li>Social Engagement Guidelines: Maintain a clean and professional approach, collaborate with Emily if needed</li> </ol>
<b>2026 Conference Discussion</b>	Marlene	10 min	<ol style="list-style-type: none"> <li>Speaker Update: Speakers updated on webpage and social</li> <li>Schedule Update: No current updates</li> <li>Pre-Conference Update: Launched Science Summit tickets</li> </ol>

<b>**Executive Session**</b>	All	10 min	1. Ethics Complaint: 2025-10: Moved to ES at 9:53am, 10:02am ended, will review in more detail and vote in next meeting
<b>ADJOURN</b>			Jason makes a motion "I move to adjourn at 10:04am central." Matt seconds No discussion or opposition MOTION PASSES

Respectfully Submitted by Rachelle Yates December 8, 2025

Approved by the Board of Directors December 11, 2025

