

Pacific Northwest Portuguese Water Dog Club

Board meeting December 7 2014

Present: Sarah Kahn called to order at 10:12 am. Present were: Sarah, Judy James, Suzanne Malick, Brandon Fleming, Barbara Temple-Thurston, Katrina Jackson, and Mary Masten.

President's Report: Thank you to those who are leaving the board as well as those who are continuing.

Secretary's Report: There was one e-mail **vote** since the last Board meeting. It was moved, seconded and passed to: **donate \$100 of the money designated by the Finance Committee Report to the AKC Humane Fund (11-19-2014)**

Correspondence with Joe Purkhiser confirming his judging assignment at the Regional in August.

Treasurer's Report: Bank reconciliations are current through October. The November bank statement has not yet been received. The final budget for the January 2014 Tracking Test shows a loss of \$136.42. The final budget for the March 2014 agility trial shows a profit of \$5,075.13. The actual/final budgets for the July 2014 water trial and workshop, the August 2014 Regional Specialty and the September 2014 water trial are in the final review process between the Club Treasurer and the event committee.

Committees:

Membership: Ward Harris and Lois Towers have been accepted as associate household members. They own 1 pwd from Laura Glovin from California. When membership is renewed, we will do a report on retention of members from 2014 to 2015.

Water: Land/water seminar will be held May 9-10 led by Sue Ailsby. We need a secretary for the Sept trial and a secretary and chair for the July trial.

Tracking: Katrina is chair in this event and we will need volunteers for hospitality.

Agility: Monroe Fairgrounds March 13, 14, 15.

Old Business: The Board has discussed event budgets and how/when they should be presented. The following motion was made by Suzanne, seconded by Judy and passed.

The PWDNW requires that an event budget be prepared prior to all major Club events (trials, workshops/seminars, parties). The planning budget for the particular event is to be prepared by the event committee overseeing that event and submitted to the Board for review and approval at least 60 days prior to the event and before significant expenditures (in excess of \$250) are made. Following the event, the Club Treasurer will prepare an

"actual" budget and present it to the event committee to review for accuracy. Following this event committee review the final budget will be shared with the Board for their final review. The budget's final total balance will be included in the Board minutes for that meeting. Event organizers will be privy to previous year's budgets for planning purposes for the current year's event and may request a copy of the budget from the Club Treasurer.

This will become part of the Policy and Procedures Manual.

A motion was made by Suzanne that the Club President be given \$250 discretionary spending authority to make purchases of that amount or less without first soliciting approval from the Board. **Motion was tabled.**

Grooming Seminar: Seminar will be held February 28, Mar 1, 2 with Liz Volz at Argus Ranch. Sarah moved, Suzanne seconded and the Board passed a motion to: **Use up to \$500 or the Finance Committee recommendation funds to underwrite member fees for the Grooming Seminar.**

Katrina moved, Barbara seconded and the Board passed the motion that we: **Change abbreviation of the club name to PWDNW.** This will now need to go to the members for approval and on to the AKC.

Meeting adjourned at 11:00 am

Judy James

Secretary