

PNWPWDC Board Meeting Minutes 05/11/15

Call to order at 7:00 PM via skype

Members present: Brandon, Molly, Katrina, Judy Darlene

MINUTES

Minutes from Board Meeting 3/30/2015 were reviewed and approved.

PRESIDENT'S REPORT (Judy James)

1. Membership move up will be voted on at July meeting for Kathy & Don Marshall & daughter Lindsay (regular household membership)
2. Discussed raffle support for National Specialty. Last year Sarah and Judy put together a PNWPWD basket. Need to get info from National Specialty committee on requirements.
3. Responded to inquiry from Meg and Dan Ross regarding breeders. Sent them to the PWDCA web site and advised them to attend our water trial and regional.
4. Sent contract to Cindy Crawford regarding judging our sweepstakes classes in August. Contract was received.
5. Sent condolence cards to: Brenda Brown on loss of Mother, Suzie Artz Lachasse on loss of 7 year old PWD.

VICE-PRESIDENT'S REPORT (Brandon Fleming)

Working on the Holiday party and the Regional gathering. Has mailing list in order to publish a periodical (quarterly) newsletter.

SECRETARY REPORT (Amanda Ford)

1. Email votes since last meeting:
 - a) Budget for July 2015 Deep Lake Water Trial was submitted by Amanda Ford. Reviewed and approved 4/26/2015. See attached
2. Club PWDCA sanctioning documentation was submitted to Mary-Kay Schroeder via email on 4/25/2015. Have requested insurance certificate from Equisure since insurance has renewed. When received that will be sent on to PWDCA to complete the requirements.

TREASURER REPORT (Darlene Brushwein)

1. Report on Membership:

We have 102 members. 4 members have not paid as of the May 1, 2015 deadline. They were made inactive as of 5/6/2015. Total dues uncollected \$100.00. A revised membership list is available.

- Lois Towers & Ward Harris, Associate Household \$30.00
- Gretchen Miles, Associate Member \$20.00
- Laura Odegaard, Associate Member \$20.00
- Joy Rochester & Rick Wannemacher, Associate Household \$30.00

New Members: Ginny & Chris Combs, Associate Household Membership was approved by Board on 05/15/15.

Bruce & Denise Livingston paid an extra \$5.00 with their membership as a procrastination fee. I added the donation as an offset to PayPal Fees.

PayPal Recap as of 5/6/15: 28 members used this service. Total deposited to checking \$734.20. Fees were \$31.92. Fees averaged 4.35% of total revenues. Members using PayPal service paid an extra \$1.00 and the Livingston \$5.00 donation reduced fees to \$21.55. A total difference of \$10.37.

An additional payment of \$21 was received and recorded.

2. Report on Events:

Agility Trial March 2015: Final accounting profit of \$2,573.50 (see attached)

3. Report on Insurance:

Equisure, Inc. (Insurance Carrier): I have received the new policy# B123082343A15 – PACIF08. Effective dates 05/01/2015 – 05/01/2016.

Attached are cover pages for the policy. Contact at Equisure Inc. is Erin Gilbert, 800-752-2472

The AKC Directors & Officers Liability Policy # PHSD941933 will renew 07/01/2015. This policy will renew at \$569.00. Attached are the Declarations on this policy.

4. **Audit 2014 Report:** The audit was completed on April 21, 2015. Audit was conducted by Julie Hicks, Dixie Matson, and Darlene Brushwein. Report is attached. Quick books has the capability to show if transactions are not what they seem or if something has been missed. This will be a considerable help with auditing. We will continue to stress

proposed budget submittal prior to events and attaching receipts to reimbursement requests.

5. Katrina will provide the Board with an inventory of Ship's Locker merchandise in February and December each year.

Included attachments:

1. Profit & Loss Comparison
2. Statement of Cash Flow
3. Equisure, Inc. Insurance Policies
4. Agility 2015 Accounting Recap
5. Audit Report on 2014

COMMITTEES:

Membership: a new membership list is available from May 5, 2015. Will distribute to Board members and general membership.

Performance:

1. **Agility** – See final accounting in Treasurer report above
2. **Water** – Report from Amanda Ford.

July trial: Premium list has been completed and posted to web site. Trial entries are already coming in. Amanda has spoken to the WA Parks and we have been given verbal approval to use the front side Deep Lake site(next to the swim area) all three days. Final paperwork and permitting fees will be prepared by Parks staff as the time gets closer. This year there is a new water use permit fee of \$250. Since we are not using the cove by Shelter #2, we will cancel the reservation for shelter #2 and that will more than cover the cost of the new fee. There will be no Friday match. Budget was approved by email vote.

September trial: Flowing Lake, September 12-13, 2015. PWDCA approval obtained. Site reservation has been made, special use permit has been submitted to Snohomish Parks. Chair is Suzanne Malick, Secretary is Pam Coffeen. Budget is submitted for approval, approved by the Board.

3. **Regional-** Sent contract to Cindy Crawford regarding judging sweepstakes classes in August. Molly will be shadowing the process for including specialty clubs in the Olympic KC, Mt Rainier cluster in August. We anticipate joining them in 2016.

UNFINISHED BUSINESS

1. Amanda and Darlene are working to complete a 2014 financial retrospective and a 2015 budget, which can be used as a template for future years.

NEW BUSINESS

1. Amanda contacted Equisure to inquire about cost to increased liability coverage for the club. We are currently at \$1 million per occurrence and \$2 million aggregate. Equisure can increase the liability limit to \$2 million/\$3 million, which is the maximum they will write. The additional premium would be \$100 plus tax and fees. We will leave as is for now until we can have input from more Board members.
2. Next Quarterly General Membership Meeting will be held in conjunction with the Deep Lake Water Trial on July 18, 2015
3. Next Board Meeting is scheduled for July 27, 2015.

GOOD OF THE ORDER

Molly expressed a desire to have more training seminars such as the one presented by Sue Ailsby (Thank you Sarah). Perhaps we could bring her back.

ADJOURNMENT

Brandon moved to adjourn and Molly seconded, meeting adjourned at 7:50pm

Submitted by Judy James and Amanda Ford.