

PNWPWDC Board Meeting Minutes 07/27/2015

7:10 PM via skype

BOARD MEMBERS PRESENT: Judy James, Brandon Fleming, Amanda Ford, Darlene Brushwein, Molly Speckhardt, Katrina Jackson, Mary Masten

MINUTES

Minutes from 05/11/2015 were reviewed and approved.

PRESIDENT'S REPORT none

VICE-PRESIDENT'S REPORT none

SECRETARY REPORT

1. Email votes since last meeting:
 - a) 5/28/2015 Board approved Associate Member application for Rachel Cullen. Passed unanimously.
 - b) 6/18/2015 Board approved proposal by Amanda Ford (seconded by Judy James) to spend \$100 on a PNWPWDC basket donation for the 2015 Specialty. The proposal is to purchase a gift assortment of various PNW food specialty items, and add some club logoware to it. There were no volunteers after previous attempts to solicit a volunteer to put together a donation package. Passed unanimously.
 - c) 6/19/2015 Board approved Associate Member application for Doug Olson.
2. Val Tangen, Pam Coffeen and I visited the storage locker and did an inventory of the storage locker contents. See attached list from 6/12/2015.
3. Current PNWPWDC proof of insurance certificate pdfs were obtained 5/13/2015 after insurance renewed.
4. Club sanctioning was completed with submission of updated insurance information to Mary-Kay Schroeder on 6/11/2015.
5. Received Ship's Locker accounting and inventory from Katrina Jackson 7/22/2015. Dollar value at wholesale pricing is \$1108.14. . See attached.
6. General Membership Meeting was held following the water trial at Nolte State Park, Enumclaw, WA, on July 18, 2015. Membership upgrade for Kathy and Don Marshall was approved by quorum membership vote. Also discussed changing date/location of first quarter general membership meeting due to lack of attendance at the Seattle Kennel Club meeting. Discussed holding meeting at Monroe March agility trial, but agreed schedule was too full at that event. Discussed having a separate meeting date for that

meeting at a restaurant and rotating location. Determined that Board will discuss options at the next meeting.

TREASURER REPORT

Submitted by: Darlene Brushwein

1. **Report on Membership:** We have 104 members. **New Members:**
 - **Associate Member:** Rachel Cullen, Dog Name "Gilligan" F 10-15-12
 - **Associate Member:** Doug Olson, Dog Name: "Tommy" M 2-23-13
2. **PayPal Recap as of 7/6/15:** We have set up a link to pay for Trophy Contributions for the Regional Specialty. We have had 4 donations as of this date. Total contributions \$92.20 after PayPal fees of \$4.26.
3. **Report on Events: Sue Ailsby Water Focused Workshop 2015:** Final accounting profit \$101.63 Accounting is attached.
4. **Report on Insurance: Equisure, Inc. (Insurance Carrier):** I have received Board policy# PHSD1038716 – PACIF08. Philadelphia Insurance Companies Effective dates 07/01/15 – 07/01/16 Contact at Equisure Inc. is Erin Gilbert, 800-752-2472
5. **Storage Unit C146** has had an increase in the monthly rent from \$68.00 to \$76.00. This is an increase of \$8.00. Recommendation would be to reach out to them as we also have another unit that is costing \$101.00 per month.

Included attachments:

1. Profit & Loss Comparison
2. Statement of Cash Flow
3. Sue Ailsby Water Focused Workshop 2015 Accounting Recap

COMMITTEES:

Membership: (report from Amanda Ford) New membership directory was sent out 6/1/2015. Corrections have been coming back based on that directory distribution. An updated directory will be sent out.

Associate memberships approved for Rachel Cullen and Doug Olson. Application for upgrade from Associate to Full for Kathy and Don Marshall was approved by majority vote of a membership quorum at the 07/18/2015 General membership meeting held at Deep Lake, Nolte State Park, Enumclaw, WA following the water trial.

Discussed a couple of additions to our member applications: 1) should note that new members applicants will be approved by the Board prior to being added to our membership list, and 2) should note on the application for Regular membership that the only additional "perks" for regular membership are the right to vote and hold office. Make it clear that they need to be able to (and should plan to) attend meetings and contribute to meeting quorums. The inability to reach a quorum due to geographically distributed membership was the reason that several Oregon members changed from full to associate a few years ago.

Amanda Ford will revise membership forms and send to Board for approval.

Performance:

1. **Agility trial** final profit was \$2573.50
2. **Training seminar with Sue Ailsby –May 9-10, 2015** –final profit of about \$100.
3. **Water** (Report from Amanda Ford)

July trial: Trial was successful—three days of trial worked well for us. There were 48 entries total, and 12 qualifying teams. Final report is in process, will be sent to PWDCA within the two week time limit. Expenses are still coming in, so budget is not finalized, but it appears that entries ran about \$350 below projected amounts, and income on other hospitality and ducky derby was higher than projected. Loss on event may end up about \$400 rather than the projected \$200, but those numbers are not final at this time.

September trial: Flowing Lake, September 12-13, 2015. Site reservation has been made, special use permit is completes. Judge Frank Cardillino confirmed. Chair is Suzanne Malick, Secretary is Pam Coffeen. Received request from Greg Illchuk for Observer Judge at this trial, approved by water committee on 7/24/2015.

4. **Regional Specialty:** (report from Judy James). AKC event approval was received. Judy James and Darlene Brushwein worked on getting the trophy donation form and the PayPal payment process completed. Donations were slow to begin with but picked up at the last minute, and many if not most of the trophies were sponsored (final numbers not available). Judy will procure the participant gifts and trophies right after the closing date of August 5, 2015 when total entries are known.

Judy will have her daughter's RV parked at the site Friday night and all day Saturday to use as needed. (Kristle has had her RV there in the past.) Judy's daughter has volunteered to steward Obedience classes.

The Board has requested but has not received a budget for the event from Kristle Marangon. In 2014, the event lost \$743. Expenses for the event include the judge fee and judge expenses (SKC is not paying the judge fee, but will cover airfare and Friday night hotel), superintendent fees, trophies, steward gifts, hospitality, RV parking, etc. The only budget received so far for this event is info from Brandon on the 2015 regional Specialty hospitality budget. (See attached)

The Board agreed that running that sort of loss is not acceptable, so there will need to be better planning for next year. Molly Speckhardt will assume chair responsibility for 2016, and will review budget from last year and final expenses for this year in order to prepare a reasonable budget for 2016.

Discussed other trophy ideas that might be lower cost, including the concept of an annual club trophy item that could be used for all events. Ideas include logo or other personalized glassware (similar to stemless wine glasses used for water trials this year), or logo slip leads. This would allow economy of scale by purchasing trophy items for multiple events, and bring parity to cost of trophy items between different events. Judy will initiate an email exchange between the Board and chairs of the various events to solicit input on this idea.

UNFINISHED BUSINESS

1. Newsletter update. Brandon and Barbara are meeting on Aug 2 to work out the first newsletter. They have images and content already.
2. Change first quarter general membership meeting date- discussed options. One option suggested at the general membership meeting was to have a separate social meeting at a restaurant, as was done a couple of years ago. Molly suggested a potluck at someone's house. She also suggested having a meeting in conjunction with a short seminar of some kind, as an example could get Dr. Cindy Smith (repro vet) or a dog first aid class. That would require someone to organize the event. Will request feedback at the next general membership meeting.

NEW BUSINESS

1. Discussed storage units contents and expense (see inventory attached). Will make an effort to use the misc trophy items in the storage unit in future years now that we know what is there. Cost of the unit has gone up, so discussed getting a smaller indoor unit if it is available to save on the expense. Unit is in Cathi Jzyk's name, so that should be changed if possible to the club so that Cathi is not liable. Judy will contact Cathi and ask her to investigate the ownership change and the smaller unit.
2. Next Board Meeting is scheduled for September 28, 2015.

GOOD OF THE ORDER

ADJOURNMENT at 7:55 PM