

PNWPWDC Board Meeting Minutes May 8, 2017

Called to order at 6:37pm via conference call.

MEMBERS PRESENT: Cynthia Kongorski, Jonathan Bowman, Darlene Brushwein, Barbara Temple-Thurston, Molly Speckhardt, Hallie Howe, Katrina Jackson, Suzanne LaChasse.

NO GUESTS.

MINUTES: Minutes from the Board meeting on 03/13/2017 were approved by the Board and posted on the PNWPWDC website.

SECRETARY'S REPORT (Barbara Temple-Thurston):

Our first 2017 Club Meeting (Q1) was held on March 12th at the Pyramid Ale Restaurant in Seattle. Unfortunately we fell short of a quorum so could not approve the minutes from the Dec 2016 Club meeting. The notes from the March Club Meeting have been posted on the PNWPWDC website.

Due to our lack of quorum at both the March and the May 6th Club meetings (Q1 and Q2), we still have not approved the December 2016 Club meeting minutes, nor have we voted on our three associate members' applications to become full voting members.

Those two items will be on the agenda at our July Club meeting (Q3) to be held at Deep Lake (provided we have a quorum).

The board received inquiries about the possibility of proxy voting. However, we must be present to vote, no exceptions allowed by the AKC for local clubs.

Regular Membership Applications

Pending quorum at the Club meeting on Saturday, July 22nd, the vote will held on applicants to Regular membership.

- Reba Gonzales and Toni Castro; Sponsors: Jonathan Bowman and Molly Speckhardt
- Rachel Cullen; Sponsors: Cynthia Kongorski and Kimberley Hart

TREASURER'S REPORT (Darlene Brushwein):

Membership Renewal:

Membership renewal for the 2017 calendar year ended May 1. The club has 146 members.

Four members have elected not to renew their membership. The email addresses for the members that did not renew have been removed from the club's email distribution list.

Report on Insurance:

Equisure, Inc. (Insurance Carrier) paperwork has come. The current policy renewed on 5/01/2017. The current cost is \$600.00. The final bill is to follow.

Storage Units:

The monthly cost of both storage units, Unit C139 and Unit 8106, increases on 6/1/17 to \$64.00 and on 5/17/17 to \$108.00 respectively.

Financials:

No questions.

The following financials were provided in the agenda:

P&L – Year to date, 2017 Agility Trial Results, and 2017 Dry Land Water Workshop.

REPORT OF COMMITTEES

Agility Committee (chair, Cynthia Kongorski):

Report received and placed on file — see attachments.

The committee and PWD community received congratulations to for a successful trial and match.

Water Committee (chair, Amanda Ford):

Report received and placed on file — see attachments

Board noted that the online sign-up forms will be ready to go this month. July's Deep lake Water Trial budget has already been approved, and the board voted to approve August's Flowing Lake Water Trial budget:

MOTION by Cynthia Kongorski: Approve the August Flowing Lake Water Trial budget submitted to the board on April 24th 2017. Approved unanimously.

Regional Specialty Committee (chair, Molly Speckhardt)

Report received and placed on file — see attachments.

Molly reported that the pending contract from the Sweepstakes judge has been signed and received, and the budget will be forthcoming shortly.

The board briefly discussed the best way to handle trophy donations online.

Tracking Committee (chair, Katrina Jackson):

No report.

UNFINISHED BUSINESS:

Grooming seminar update from Molly Speckhardt: Board discussed ideas for a grooming seminar to coincide with the Specialty in August, possibly inviting an internationally renowned groomer to highlight our club's Specialty events. More information forthcoming.

NEW BUSINESS:

• Q1 2018 Club Meeting:

Following up from our March meeting, the board confirmed holding the Q1 2018 Club Meeting as a wine tasting event at Bertelsen Winery & "The Vine" near Mt Vernon, WA.

Our Club Meeting at this location would coincide with an AKC agility trial held at Fun Fur Paws in Mt. Vernon, WA, on Saturday, 17th February 2018. The trial is hosted by the Evergreen Afghan Hound Club.

MOTION by Barbara Temple-Thurston: To hold our Q1 2018 Club Meeting at Bertelsen Winery & "The Vine" (20598 Starbird Rd, Mt Vernon, WA 98274) on Saturday, 17th February 2018. Approved.

- Name tags: Board agreed that the use of name tags at Club meetings would be optional, rather than be legislated.

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Meeting adjourned at 7:33 pm. Next meeting on Monday, July 10, 2017 at 6:30 p.m.

Respectfully,
Barbara Temple-Thurston
PNWPWDC Secretary

Pacific NW Portuguese Water Dog Club
Profit & Loss Prev Year Comparison
March 9 through May 3, 2017

	<u>Mar 9 - May 3, 17</u>	<u>Mar 9 - May 3, 16</u>	<u>% Change</u>
Income			
Annual Membership Dues	125.00	430.00	-70.93%
Donations for Hospitality	0.00	10.00	-100.0%
Income Ship's Locker	67.00	0.00	100.0%
Misc Donations	0.00	200.00	-100.0%
Revenue from Events	27,876.00	25,152.00	10.83%
Total Income	<u>28,068.00</u>	<u>25,792.00</u>	<u>8.82%</u>
Gross Profit	28,068.00	25,792.00	8.82%
Expense			
Advertising and Promotion	0.00	75.00	-100.0%
Airfare	1,018.80	0.00	100.0%
Awards	105.00	372.00	-71.77%
Equipment Storage	308.00	292.00	5.48%
Expense for Events	9,062.24	9,514.10	-4.75%
Expenses Ship's Locker	178.35	0.00	100.0%
Fees for Events	4,588.00	4,674.00	-1.84%
Gifts and Donations Given	1,496.09	75.52	1,881.05%
Hospitality Expense	495.60	175.13	182.99%
Hotel Expenses	778.26	110.12	606.74%
Insurance Expense	600.00	1,000.00	-40.0%
Judging Fees	2,201.00	2,078.95	5.87%
Meals and Entertainment	258.74	201.64	28.32%
Mileage	113.30	131.40	-13.78%
PayPal Fees	81.41	0.30	27,036.67%
Postage & Delivery Charges	0.00	24.31	-100.0%
Printing	146.64	68.10	115.33%
Refund	507.00	528.00	-3.98%
Supplies for Events	0.00	6.97	-100.0%
Travel Expense	138.50	96.00	44.27%
Worker's Coupons	590.00	815.00	-27.61%
Total Expense	<u>22,666.93</u>	<u>20,238.54</u>	<u>12.0%</u>
Net Income	<u><u>5,401.07</u></u>	<u><u>5,553.46</u></u>	<u><u>-2.74%</u></u>

9:42 PM
05/03/17
Cash Basis

Pacific NW Portuguese Water Dog Club Profit & Loss by Class

All Transactions

March Agility 2017

(Agility Trial)

Income	
Revenue from Events	25,622.00
Total Income	<u>25,622.00</u>
Gross Profit	25,622.00
Expense	
Airfare	1,018.80
Awards	15.00
Expense for Events	11,062.24
Fees for Events	4,903.00
Gifts and Donations Given	96.09
Hospitality Expense	106.31
Hotel Expenses	778.26
Judging Fees	2,201.00
Meals and Entertainment	235.68
Mileage	113.30
Printing	146.64
Refund	507.00
Travel Expense	138.50
Worker's Coupons	590.00
Total Expense	<u>21,911.82</u>
Net Income	<u><u>3,710.18</u></u>

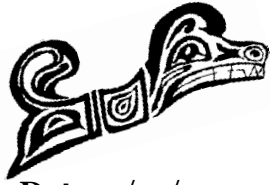
Pacific NW Portuguese Water Dog Club
Profit & Loss by Class
All Transactions

Dry Land Training April 2017
(Dry Land Training)

Income	
Revenue from Events	2,435.00
Total Income	2,435.00
Gross Profit	
	2,435.00
Expense	
Airfare	225.20
Gifts and Donations Given	1,400.00
Hospitality Expense	389.29
Meals and Entertainment	23.06
PayPal Fees	78.76
Total Expense	2,116.31
Net Income	318.69

Reports of Committees

Agility Committee



Event Committee Report to PNWPWDC Board

Date: 4/27/2017

Event Committee Name: Agility Committee

Committee Members: Hallie Howe, Val Tangen, Katrina Jackson, Lisa Kinney, Cynthia Kongorski

Date, Time, and Location of Committee Meetings: emails

Attendance at Committee Meeting(s) since Last Report:

Narrative:

The March 17 – 19, 2017 agility trial was held at the Evergreen State Fairground in Monroe, WA. Event consisted of two rings with two judges (Lisa Potts – Springfield, IL and Lavonda L Herring – Lagrangeville, NY).

Revenue: Over the three trialing days, there were 1,437 that generated \$24,806.00 in gross revenue (an increase of +0.3% compared to 2016). The Fun Match on Saturday generated \$635.00 (up +48% from 2016).

From uncashed checks from past agility trials, Helen Hindley and Kimberley Hart donated \$181.00 to the club to support this agility trial.

Total gross revenue for the March 2017 agility trial: \$25,622.00 (up +.07% from 2016).

Expenses: With two non-local judges, judges expenses for the event were 24% higher than in 2016. While judges expenses were higher, the venue expenses were lower by -12.5% based on changes that were made to how the surface was prepared, a cost saving of \$1K.

Expenses associated with compensated workers for the trial was 1,608.00

Total expenses for the March agility trial: \$21,404.82

Total net income was: \$3,710.18

Deadline(s):

None.

Near-Term Plans:

Transition committee and planning to Lisa Kinney, 2018 Chair for the Agility Trial.

2018 Judges – Lori Sage was able to identify and contacted the agility trial judges that had been contacted for 2018.

Clyde Closson (Pennsylvania) and Debby Wheeler (California)

Informal Recommendation(s):

Survey Gizmo was used to solicit anonymous feedback from all PWD members who came and watched, had a dog entered in the trial, or came and helped out at the trial.

A total of 22 member households were surveyed with responses from 14 (64% response rate).

Q1: What did you like about our club hosted agility trials over the weekend of March 17-19, 2017?

- Convenient
- We love the site. Club management is superb. Adversities happen, but are handled promptly and professionally. Kudos!
- close to home, indoors, heated, inside potties, food available, near to lodging, lots of parking close by building, more rv hookups,
- The venue is quite pleasant. The running surface seems good to me. Parking is easy. Real human bathrooms are a bonus. Club members in charge of various parts of the trial were pleasant and welcoming. Food was available for purchase.
- Very efficiently run. Using the microphone to drum up workers is WAY better than screaming at people.
- I thought it was very organized and well run with good coverage of "jobs". Hospitality, Judges needs etc.
- Organized, smoothly run, considerate of participants, vendors good.
- I liked the venue I liked having food available for purchase I liked the club members I think they ran a very organized event, it went smoothly
- The heated and dry arena are welcoming. Vendors and the raffle are a nice addition.
- Love the facility and location. Do not like the running surface, dirt, for dogs or myself by the 3rd day when dirt has compacted. I realize we do not have any say over this matter.
- Having a food vendor on site is appreciated for both the food and the lattes. Flush toilets and hand washing are priceless The bleachers and space around the rings are great for spectators and participants
- The location and facility are great. Very organized as well
- They keep things moving quickly.

Q2. Do you have any suggestions for improving our club hosted agility trials?

- No
- Some events were short of course volunteers. Perhaps find a way to get firm early commitments from registrants. Difficult to be sure.
- have premier, T2B and fast later in the day not first thing every day
- I don't.
- Get rid of the Club Room. Spring for the extra dollars to provide goodies for everyone, or don't give them to anyone. This is also not completely fair to the food vendor.
- The match went well but I think dedicated volunteers planned ahead of time would be helpful.
- Perhaps shift the venue to Argus occasionally for cost reduction and a better running surface?
- I can't think of anything to suggest at this time
- The surface is rough with pebbles and small rocks. The surface at Argus is smoother.
- None that I can think of for now. Wish we could control the weather, Saturday was so very wet!
- None
- None
- None other than it would be cool if we could combine an obedience trial at the same time.

Non-PWD Course Builder Feedback (3 of the 4 course builders)

- As far as how things went from my perspective they went well. The course building team worked well and quickly. And, as usual, the Portie folks jumped right in to help unload/setup/teardown/load. Yours is one of the more active clubs in this respect and it is appreciated. I think the surface treatment you had done worked well and, overall, held up. It could have used a bit more water as it was getting dusty on Sunday. I had a blast working with you guys and would love to come back next year!
- We really enjoy your trial and it is a pleasure working with all of you to make it happen. Hope to do it again next year!

Trial Secretary and Judges Feedback

Additional feedback was received by the trial secretary and both trial judges that the club should offer all classes on all days. The judges are paid a fixed cost per run, with a minimum per day. With lower runs on Friday and Sunday, the minimum runs were not met. All three thought that the club could have made up the difference without impacting the trial if all classes were offered.

Issues:

None

Cynthia Kongorski, Chair

Water Committee



Event Committee Report to PNWPWDC Board

Date: 5/2/2017

Event Committee Name: Water

Committee Members: Amanda Ford, Sarah Kahn, Suzanne Malick, Kimberley Hart, Pam Coffeen, Kathleen Jose

Date, Time, and Location of Committee Meetings: No meeting since last report

Attendance at Committee Meeting(s) since Last Report:

Narrative: Dryland Seminar complete. Continuing progress on the two water trials to be held in 2017: July Deep Lake Trial, August Flowing Lake trial

Issues:

Accomplishments -

- **Dryland seminar:** Report from Kimberley Hart.

The Dry Land Seminar had 8 participants on Friday for the individual sessions with one person on the wait list. Saturday was also full with ten working teams. Sunday had five working teams. There were also seven auditors on various days. We had five people attend that were new to water work-some auditors and some working teams.

I believe that we would have had a few more participants on Sunday if it had not been Easter Sunday, but that weekend was the one that worked the best for our presenter, Lauren, as well as the Sligers. Conflicts would be the case any weekend, but a holiday weekend may increase the chance.

We ended up with a profit of \$407.45 due to the extremely low overhead for the workshop. We did not have site fees and meal costs were a bare minimum since the Sliger's provided breakfast meals and one dinner in their home (and refused reimbursement). The flight was also very low, since it was purchased six months in advance. Lauren's workshop fee was donated to the PWD foundation per her request.

The cost of the Friday individual sessions was \$40 per member, so would not have been a good format for the entire weekend, as it would have been impossible to come close to breaking even.

Lauren had a power point presentation with video as well as handouts for Saturday and Sunday. Her time management is excellent-she made sure that she spent the same amount of individual time with each working team so everyone had the same benefit from working with her.

•**July Deep Lake trial:** Trial Chair Rachel Cullen, Trial secretary Amanda Ford, judge Karen Pratt. Dates: July 21, 2017 set up and practice time, July 22-23 water trial.

Trial application submitted and approved by PWDCA. Budget submitted and approved. Hotel block reservation made and announced to membership. PL draft complete pending minor revisions, Online entry for trial and practice session nearly complete and ready to go live.

To Do: Hospitality needs to be organized.

•**August Flowing Lake trial:** Trial Chair is Barbara Temple-Thurston, Trial Secretary is Cynthia Kongorski, Judge Amanda Ford. Dates: Friday Aug 25- match; Saturday and Sunday Aug 27-28- trial.

Budget submitted for approval by Cynthia and Barbara. Cynthia requested current insurance coverage certificate for PWDCA for both trials when insurance renews in May. Venue is confirmed. Match for Friday 8/25 is confirmed. Park camping reservations are available for booking.

To do: Amanda will email Darlene to request insurance certificates for Nolte State Park and for Snohomish Parks.

Respectfully Submitted,

Amanda Ford, Chair

Event Description**Deep Lake Water Trial**

Event Dates

July 22-23, 2017

Location

Nolte State Park, Enumclaw, WA

Judge

Karen Pratt

Expense Category	Description of Expense/Vendor	Projected	Actual
Site fees	WA State Parks	\$318.45	\$318.45
Courier Ad	partial charge from combined event ad	\$37.50	\$37.50
<i>Judge's Expense</i>			
Fee	\$100 x 2 days	\$200.00	\$200.00
Parking	Airport fee	\$50.00	
Hotel	stay with Kathleen Jose, redeye Sunday night	\$0.00	
Meals	3 days @ 50/day	\$150.00	
Airfare	American	\$346.40	\$346.40
Hospitality	lunch, morning and afternoon snacks, drinks	\$300.00	
Printing	paperwork, posters, etc	\$100.00	
Postage	confirmation letters, final report, etc	\$15.00	
PWDCA fees	trial application	\$50.00	\$50.00
PWDCA fees	qualifier recording fees (10/day)	\$80.00	
Awards	source?	\$250.00	
Ribbons	Ribbons are \$5 each, est 20 qualifiers max (not sure how to charge this)	\$100.00	
Thank- you gift	for judge	\$100.00	
Goody Bags		\$200.00	
	Total Expenses	\$2,297.35	\$952.35
Income Category	Description of Income and Estimate of Participation	Projected	Actual
Trial Entry Fees	26 teams @ \$40 per entry x 2 days	\$2,080.00	
Friday practice time fees	12 teams at \$10 each	\$120.00	
Hospitality Donation		\$80.00	
PWDCA	Sponsorship - 1/2 of \$200 annual	\$100.00	
	Total Income	\$2,380.00	
	Trial Profit (Loss)	\$82.65	-\$952.35

Event Description **Flowing Lake Water Trial**
 Event Dates Aug 26-27, 2017
 Location Flowing Lake Park, Snohomish, WA
 Judge Amanda Ford

Expenses

expense category	description of expense/vendor	amount
Site fees	Snohomish Co Parks Dept	\$ 258.00
PWDCA fees	trial application, recording fees	\$ 125.00
Courier Advertising	1/2 page in The Courier	\$ 37.50
Printing	paperwork, posters, etc	\$ 80.00
Postage	confirmation letters, final report, etc	\$ 25.00
Judge hotel		\$ 236.00
Judge meals		\$ 75.00
Judge mileage	Mileage (@ .54/mile)	\$ 75.00
Judge fee	\$100/day	\$ 200.00
Hospitality	Breakfast items, snacks, coffee	\$ 150.00
Awards	Cathi	\$ 200.00
T-shirts		\$ 125.00

Total Estimated Expense	\$ 1,586.50
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Estimated Income

Income Category	Description of Income and estimate of participation	anticipated total
Trial entry fees	25 teams @ \$40 per entry x 2 days	\$ 2,000.00
Match entry fees	15 teams @ \$15 each	\$ 225.00
Trophy Donations		\$ 200.00
PWDCA Donation		\$ 100.00
T-shirts		\$ 130.00
Meal Donations		\$ 50.00

Total Estimated Income	\$ 2,705.00
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Trial Expected Profit / Loss	\$ 1,118.50
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Event Committee Report to PNWPWDC Board

Date: 4/26/17

Event Committee Name: Regional Specialty

Committee Members: Molly Speckhardt, Chair Susan Salvin, Trophies

Date, Time, and Location of Committee Meetings: Email-4/11

Attendance at Committee Meeting(s) since Last Report: Susan and I.

Narrative: Confirming up Trophies

Issues:

Event Committee Meeting Focus –Trophy package for Mt. Rainier was selected.

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Accomplishments –All judges for the regional are hired. Contract not received back yet from Sweeps judge.

•2017 Proposed budget report to Board ASAP

Goals Not Yet Met –Contract not back from Sweeps judge yet.

Help Needed –Put on Website a place to make Trophy donations using PayPal.

Deadline(s): June 15- need to get in our table requirements for our ring/refreshments/raffle to OKC co ordinator.

Near-Term Plans: Confirm Hotel accommodations, car rental or shuttle from OKC for Dr. Fowler. Confirm up trophy list. June 30/July 1...put out a Trophy donation list and for membership to purchase on website thru Paypal.

Informal Recommendation(s):

Respectfully Submitted,

Molly Speckhardt

Tracking Committee



Event Committee Report to PNWPWDC Board

No Report