

# PNWPWDC Board Meeting Minutes September 25, 2017

Called to order at 6:32 pm via conference call.

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

## **SECRETARY'S REPORT** (Barbara Temple-Thurston):

Club received the closure documents for our Regional event held on August 18.

Our new membership list was sent out, and thanks were received.

Thanks also from various members for the PNWPWDC's donation (\$300) to animal rescue efforts in Houston.

Three applicants — Reba Gonzales, Toni Castro, and Rachel Cullen— were approved to Regular membership at the Club meeting on Saturday July 22nd. Gail Snow has been recognized as a new associate member, while Theresa Zorad was moved from regular to associate member.

## **Membership**

Membership stands at 149.

## **TREASURER'S REPORT** (Darlene Brushwein):

- Bank statements have been reconciled through August, and Darlene is working to bring over funds from PayPal for the Regional Specialty and the two-water trials, and finalize expense statements.
- Financials are pending due to an internet outage. P&L statement will soon be out.
- Savings account at the Bank of America will be set up shortly.

## **REPORT OF COMMITTEES**

**Agility Committee** (chair, Lisa Kinney): Report received and placed on file

**Water Committee** (chair, Amanda Ford): Report received and placed on file.

**Regional Specialty Committee** (chair, Molly Speckhardt)  
No Report

**Tracking Committee** (chair, Katrina Jackson):  
Report received and placed on file.

### **UNFINISHED BUSINESS:**

Grooming seminar with Alexandra Lightfoot Vinopal will take place on November 4-5, 2017. Saturday focuses on show grooming while Sunday focuses on pet grooming. Event budget was approved on 9/12/17.

### **NEW BUSINESS:**

#### Nominating committee:

By 10/15/2017 a nominating committee (includes one board member, two regular members and two alternatives) for the 2018 board must be in place. By 11/01/2017 the committee must have held its first meeting, and by 11/15/2017 the nominations for the new board should be submitted to the secretary. Barbara Temple-Thurston was designated as Board representative and chair of the nominating committee.

#### 30 Years as a Club:

PNWPWDC started informally in 1989, so 2019 will be our 30 year milestone as a regional club. Board unanimously supported proposing to the club membership the formation of an ad hoc committee to plan some commemorative event marking this milestone.

Judge/ Presenter Agreements:

AKC has long recommended that clubs provide contracts/agreements to judges/presenters, or request that they provide their own. Such a document ensures a written agreement that avoids confusion about fees and expenses. To this end, the board reviewed and accepted a form that Cynthia Kongorski and Amanda Ford drafted. The form documents arrangements made between presenters/ judges and PNWPWDC representatives.

MOTION by Cynthia Kongorski: To formalize the use of the judge/presenter agreement for engagement of judges /presenters for PNWPWDC events when judge/presenter does not provide their own agreement.

Unanimously approved.

Meeting adjourned at 7:07 pm. Next meeting on Monday, November 13, 2017 at 6:30 p.m.

Respectfully,  
Barbara Temple-Thurston  
PNWPWDC Secretary

# Pacific NW Portuguese Water Dog Club Profit & Loss

January 1 through October 17, 2017

	<u>Jan 1 - Oct 17, 17</u>	<u>Jan 1 - Oct 17, 16</u>	<u>% Change</u>
<b>Income</b>			
Annual Membership Dues	2,820.00	2,702.00	4.37%
Donations for Hospitality	24.50	668.00	-96.33%
Income Ship's Locker	494.79	1,660.27	-70.2%
Misc Donations	53.00	200.00	-73.5%
PWDCA Contributions	200.00	100.00	100.0%
Raffle	150.00	160.00	-6.25%
Revenue from Events	36,108.05	32,213.92	12.09%
Trophy Donation	1,075.00	784.00	37.12%
<b>Total Income</b>	<u>40,925.34</u>	<u>38,488.19</u>	<u>6.33%</u>
<b>Gross Profit</b>	40,925.34	38,488.19	6.33%
<b>Expense</b>			
Advertising and Promotion	150.00	75.00	100.0%
AKC/PWDCA Fees for Events	4,974.50	5,300.00	-6.14%
<b>Awards</b>			
Agility Trial Awards	179.56	372.00	-51.73%
Regional Specilaty Awards	703.35	567.81	23.87%
Water Trial Award	173.39	697.50	-75.14%
<b>Total Awards</b>	<u>1,056.30</u>	<u>1,637.31</u>	<u>-35.49%</u>
Bank Service Charges	0.00	23.00	-100.0%
Equipment Storage	1,533.00	1,479.23	3.64%
Expense for Events	14,088.11	11,629.89	21.14%
Expenses Ship's Locker	1,095.71	285.97	283.16%
Gifts and Donations Given	2,010.84	509.97	294.31%
Hospitality Expense	1,847.02	1,819.07	1.54%
Insurance Expense	1,169.00	1,569.00	-25.49%
<b>Judging/Presenter Expense</b>			
Airfare	2,190.90	1,935.70	13.18%
Hotel Expenses	1,371.72	767.70	78.68%
Meals and Entertainment	361.43	1,099.83	-67.14%
Mileage/Travel/Parking	498.17	492.84	1.08%
<b>Total Judging/Presenter Expense</b>	<u>4,422.22</u>	<u>4,296.07</u>	<u>2.94%</u>
Judging/Presenter Fees	3,101.00	3,518.95	-11.88%
License Fees	0.00	10.00	-100.0%
Office Supplies	25.97	99.85	-73.99%
PayPal Fees	488.62	138.25	253.43%
Postage & Delivery Charges	135.34	173.12	-21.82%

# Pacific NW Portuguese Water Dog Club Profit & Loss

January 1 through October 17, 2017

	<u>Jan 1 - Oct 17, 17</u>	<u>Jan 1 - Oct 17, 16</u>	<u>% Change</u>
Printing	407.41	190.14	114.27%
Refund	544.40	648.00	-15.99%
Supplies for Events	55.43	93.17	-40.51%
Web Site Expense	151.65	106.52	42.37%
Worker's Coupons	585.00	815.00	-28.22%
<b>Total Expense</b>	<u>37,841.52</u>	<u>34,417.51</u>	<u>9.95%</u>
<b>Net Income</b>	<u><u>3,083.82</u></u>	<u><u>4,070.68</u></u>	<u><u>-24.24%</u></u>

# Pacific NW Portuguese Water Dog Club Profit & Loss by Class

## All Transactions

Regional 2017

(Regional Specialty)

<b>Income</b>	
Raffle	150.00
Revenue from Events	385.15
Trophy Donation	940.00
<b>Total Income</b>	<u>1,475.15</u>
<b>Gross Profit</b>	1,475.15
<b>Expense</b>	
AKC/PWDCA Fees for Events	125.00
Awards	
Regional Specilaty Awards	703.35
<b>Total Awards</b>	<u>703.35</u>
Expense for Events	208.97
Gifts and Donations Given	124.32
Hospitality Expense	380.14
Judging/Presenter Expense	
Airfare	584.50
Hotel Expenses	312.48
Meals and Entertainment	70.00
Mileage/Travel/Parking	118.80
<b>Total Judging/Presenter Expense</b>	<u>1,085.78</u>
Judging/Presenter Fees	300.00
<b>Total Expense</b>	<u>2,927.56</u>
<b>Net Income</b>	<u><u>-1,452.41</u></u>

# Pacific NW Portuguese Water Dog Club Profit & Loss by Class

All Transactions  
Deep Lake Trial 2017  
(Water Trial - Deep Lake)

<b>Income</b>	
Misc Donations	53.00
PWDCA Contributions	100.00
Revenue from Events	1,755.00
<b>Total Income</b>	<b>1,908.00</b>
<b>Gross Profit</b>	
	1,908.00
<b>Expense</b>	
Advertising and Promotion	37.50
AKC/PWDCA Fees for Events	86.00
Awards	
Water Trial Award	143.07
<b>Total Awards</b>	<b>143.07</b>
Expense for Events	318.45
Gifts and Donations Given	49.00
Hospitality Expense	172.64
Judging/Presenter Expense	
Airfare	346.40
<b>Total Judging/Presenter Expense</b>	<b>346.40</b>
Judging/Presenter Fees	200.00
Postage & Delivery Charges	8.35
Printing	63.34
Refund	90.00
Supplies for Events	15.75
<b>Total Expense</b>	<b>1,530.50</b>
<b>Net Income</b>	<b>377.50</b>

# Pacific NW Portuguese Water Dog Club Profit & Loss by Class

## All Transactions Flowing Lake Trial 2017 (Water Trial - Flowing Lake)

<b>Income</b>	
Donations for Hospitality	14.50
PWDCA Contributions	100.00
Revenue from Events	3,671.90
Trophy Donation	110.00
<b>Total Income</b>	<b>3,896.40</b>
<b>Gross Profit</b>	
	3,896.40
<b>Expense</b>	
Advertising and Promotion	37.50
AKC/PWDCA Fees for Events	94.00
<b>Awards</b>	
Water Trial Award	30.32
<b>Total Awards</b>	<b>30.32</b>
Expense for Events	787.04
Gifts and Donations Given	39.75
Hospitality Expense	747.38
<b>Judging/Presenter Expense</b>	
Hotel Expenses	280.98
Meals and Entertainment	8.82
Mileage/Travel/Parking	127.57
<b>Total Judging/Presenter Expense</b>	<b>417.37</b>
Judging/Presenter Fees	200.00
Postage & Delivery Charges	28.45
Printing	167.62
Refund	118.40
Supplies for Events	31.89
<b>Total Expense</b>	<b>2,699.72</b>
<b>Net Income</b>	<b>1,196.68</b>



## Reports of Committees

### Agility Committee



## Event Committee Report to PNWPWDC Board

**Date:** 9/19/2017

**Event Committee Name:** Agility Committee

**Committee Members:** Lisa Kinney (chair), Hallie Howe, Gary Masten, Rachel Cullen, and Kathy Marshall

**Date, Time, and Location of Committee Meetings:** Emails

**Attendance at Committee Meeting(s) since Last Report:** N/A

**Narrative:**

Event planning is underway for the 2018 March agility trials at the Evergreen State Fairgrounds in Monroe, WA. Planning is also underway to secure agility trial judges for 2019.

**Issues:**

Event Committee Meeting Focus -

- Evergreen State Fairground is working to prepare the 2018 event contract
- Lori Sage, trial secretary engaged

Submit agility trial application to the AKC no later than 11/2/2017

- Accomplishments -
- Discussions with course builders and chief ring stewards

Goals Not Yet Met -

Help Needed -

**Deadline(s):**

- Submit agility trial application to the AKC no later than 11/2/2017
- Agility Trial Budget no later than 12/18/2017
- Deposit with the Evergreen State Fairgrounds – December 2017

**Near-Term Plans:**

- Reengage with judges, solidify contracts, hotel arrangements
- Meeting with Lori Sage to review entry fees, recommendations from past experience

**Informal Recommendation(s):**

Lisa Kinney (chair)



## Event Committee Report to PNWPWDC Board

**Date:** 9/18/2017

**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:** July Deep Lake Trial and August Flowing Lake trial complete

**Issues:**

Accomplishments -

•**July 22-23 Deep Lake trial:** Trial Chair Rachel Cullen, Trial secretary Amanda Ford, judge Karen Pratt.

There was a total of 35 entries for the weekend. Saturday entries 22 total (14 pre-entry, 8 day-of); Sunday entries 13 total (11 pre-entry, 2 day-of). There were 9 qualifying teams (3 JWD, 1 AWD, 5 WWD)

Practice session on Friday was oversubscribed and we were able to accommodate a few extra.

Senior challenge was organized by Val Tangen and there were 6 Senior Challenge entries. This was really popular with the entrants and the attendees, and there was support for making it a regular event. The July Deep Lake trial may be a good option for continuing this event as entry numbers are lower which allows extra time for the event, (at least an hour for 6 entries.)

All accounting is complete.

•**August 27-28 Flowing Lake trial:** Trial Chair Barbara Temple-Thurston, Trial Secretary is Cynthia Kongorski, Judge Amanda Ford. See report from trial chair/secretary.

**To do:**

1. **2018 judges-** Contacting judges to find one for 2018. Greg Ilchuk will judge one of our 2018 trials, need to identify another judge for 2018.
2. **Workshop and format for 2018-** Possible water workshop presenters/ format for 2018 is under discussion. Options are to bring in an out-of-town presenter, or to work out a program that includes local judges and experienced members to present.
3. **Club practice sessions for 2018-** Discussing the possibility of offering several club practice sessions for 2018. Katheen and Dale Jose have offered their property as a site for practice sessions. One important part of offering multiple sessions is the ability to leave the boats local to the practice site so that the burden of set-up and equipment access is not so great. The committee favors trying to get this implemented for 2018.

4. **Trial committees for 2018-** Need to get trial committees organized for 2018. Tentative dates are July 21-22, 2018 at Deep Lake, and Sept 8-9, 2018 for Flowing Lake.
5. **Regional Specialty water trial-** There was discussion at the July General Membership meeting about the possibility of holding a one-day water trial at Deep Lake in conjunction with the PNWPWDC Regional Specialty in mid-August. This would be a mid-week trial, probably on either a Wednesday or Thursday. There has been discussion with the water committee and with Molly about the benefits/downsides of offering this trial. The primary downside is that it would likely lose a significant amount of money. As a rough guess, expenses for site and judge would run about \$1300 minimum if we bring in a judge (that is site fee, air travel, judge fee, accommodation, and expenses). Entry fees would bring in \$600 to \$900, so loss would likely be at least \$500. Molly and the water committee are in general agreement that manpower and money might be better spent on organized club practice sessions. Would appreciate feedback from the PNWPWDC Board on whether this should be a priority.

Respectfully Submitted,

Amanda Ford, Chair



**Event Committee Report to PNWPWDC Board**

**No Report**



## Event Committee Report to PNWPWDC Board

**Date:** 9/5/2071

**Event Committee Name:** tracking

**Committee Members:** Sarah Kahn, Judy James, Val Tangen, Pam Coffeen, Katrina Jackson

**Date, Time, and Location of Committee Meetings:**

**Attendance at Committee Meeting(s) since Last Report:**

**Narrative:**

**Issues:**

**Event Committee Meeting Focus -**

**Accomplishments** – Betsy has agreed to secretary the January test again.

**Goals Not Yet Met -**

**Help Needed -**

**Deadline(s):** Nov. 15-16, expense report

**Near-Term Plans:**

**Informal Recommendation(s):** The club should note on the expense report form or the check request form something to the effect of...Reports for reimbursement from the treasurer and can be submitted electronically (recommended) or by hard copy mail (expect delays)

Respectfully submitted,

Katrina Jackson, Chair

