

Subject: [PWDCA-L] Minutes (third try)
Date: Tue, 30 Dec 1997 21:38:44 -0500
From: Robin Zaremba <windward@FREEWAY.NET>
To: PWDCA-L@APPLE.EASE.LSOFT.COM

Apple is rejecting the minutes because of too many lines. Here's the third try. I've broken the minutes into thirds...

Robin

12-15-97 PWDCA BOARD MINUTES

The second meeting of the Portuguese Water Dog Club of America, Inc. was called to order by President Cheryl Smith at 8:10 p.m., EST, on December 15, 1997.

Present: Cheryl Smith, President; Carol Mattingley, Vice President; Robin Zaremba, Recording Secretary; David Haddock, Treasurer (he joined the meeting at 8:40 p.m.); Jody Van Loan, Corresponding Secretary; and Janis Watts, Virginia Brown, John Karlsson, and Deb Zorn, Directors.

Absent: None. Listeners: None.

10-23-97 Minutes: The October 23, 1997, minutes of the Board were approved as written.

In-Person Meeting: An in-person Board meeting was tentatively scheduled for the weekend of April 3-4, 1998. The Board discussed meeting in either Chicago or Las Vegas (which offers cheap flights) depending on flight costs and arrangements for Board members. A firm meeting site will be established by the next meeting.

Legislative Committee: Cheryl reported that Linda Otey had attended a meeting regarding pending dog legislation in southern California (SB621), and it appears that no action on the legislation will be taken at this time. Cheryl reported that committee chair Martha Stern is gathering data and plans to move forward with the committee. A third call for volunteers for the committee will be put out to the membership via the Info Update.

Membership Renewal Form: Per a fax vote and amendment fax vote of December 8, 1997, Robin reported that the newly designed membership renewal form had passed. Some of the changes include, but are not limited to, raising the first-class postage to \$20, instituting a \$20 late payment charge, providing provisions for non-tax deductible donations, as well as other form changes. Voting "yes" to the form: Jody Van Loan, Robin Zaremba, Janis Watts, John Karlsson, and David Haddock; voting "no" to the form: Carol Mattingley (with the reasoning that the new members voted in for 1998 were not made to sign it) and Ginny Brown (with the reasoning that she didn't like the proposed donation language and she felt that the late fee was too high). A vote was not received from Deb Zorn. However, Carol and Ginny (and the other voting members) voted "yes" on the amendment fax vote which pertained to changing some language under the donation section. Steven Beder will mail the renewal form to the membership by the end of December.

1998 National Specialty: The Board reviewed Carol Mattingley's written report. The specialty will be held from 9/20-25, 1998, at the Embers Inn & Convention Center in Carlisle, PA. BOB, brace, team, best puppy, best bred by, regular bitch, and veteran bitch classes will be judged by Carla Molinari; puppy and veteran sweeps by Betty Trainor; regular dog, veteran dog, stud dog, and brood bitch classes by Sam Pizzino; obedience Novice A, Open A and B classes by Ronald Bausch; Novice B, Utility A and B classes by Jerry Iermiero; agility by Melinda Harvey; and the water trial judges were pending. Upon a motion made by Robin Zaremba and seconded by John Karlsson, it was unanimously resolved to appoint Janis Watts as the Board liaison for the 1998 National Specialty.

Area Rep Program: The Board reviewed the recommendations from past board member, Christi Overton, regarding revamping the Area Rep program. After discussion, it was agreed that Carol Mattingley will further discuss the recommendations with Christi and thereafter prepare a written program proposal for Board review and ultimate fax vote. The Board also discussed the need for language in the proposal regarding Area Reps that are not in compliance with filing data in the Health Registry and Directory of Dogs; turnover of Area Reps; replacing Area Reps; and removing Area Reps. Discussion also took place regarding appointing a program coordinator who would oversee the program and report to the Board, rather than having a Board member take on the program. Further discussion was tabled pending Carol's future proposal to the Board.

Rescue & Relocation Committee: The Board reviewed Mary Harkins' written report, which report noted two dog placements since her annual report. The Board discussed whether all dogs reported to rescue which resembled PWD's were acted upon. Carol reported that

Mary generally has a club member(s) review dogs in shelters reported to be PWD's before acting upon them. The Board discussed and recommended having Mary's future committee reports include an income-expense itemization so that the Board may be apprised thereto. Carol will bring the Board's recommendation to the committee.

Past Board Minutes Review: The Board reviewed Robin's report of her analysis of the 1989 Board minutes through current minutes. Robin reported that the club has been in existence for 25 years, yet minutes semi-inclusive of agendas and reports were only available back to February 1990, although she did have copies of the 1989 minutes without any reports or agendas attached. Robin further reported that she had contacted Maryanne Murray, and that Maryanne has minutes back to 1972. Robin recommended to the Board that action be taken to get copies of the minutes from Maryanne, and that the old minutes be copied or scanned onto computer disk so that the club would have a complete set of records. Jody will contact Maryanne regarding the issue inasmuch as she had provided some "club" minutes to Maryanne in the past that had been given to Jody from Carole Prangle, and those could possibly be forwarded to Robin.

AKC Letter regarding New \$50 Fine(s): The Board reviewed the 10-16-97 letter from the AKC regarding a new \$50 penalty for the late submission of date applications and judges panel questionnaire forms for dog clubs. The effective date for the new fine(s) program begins on January 1, 1998.

Bylaws: The Board discussed the proposed Bylaws and AKC's recommended changes thereto, which changes Robin had already incorporated into the document and sent a revised copy to the Board. Robin will contact the AKC regarding the next step to take to send the Bylaws to the membership. Robin will also develop a cover letter to attach to the Bylaws and forward same for Board review prior to mailing the Bylaws out for a vote. When the Bylaws are ultimately sent for membership vote, it was the general consensus of the Board to include a copy of the current Bylaws in the packet so that members may compare the two documents prior to voting.

Agenda Reports: The Board discussed the policy of having written Board reports in agendas, and the meeting time savings by having such reports as well as having the written data therefor available for future boards. Upon a motion made by Robin Zaremba and seconded by Janis Watts, it was unanimously resolved that all Board members' reports be submitted in writing for inclusion in agenda packages.

Policy & Procedure Manual: Robin reported that she had updated the P&P Manual from her review of the 1989 minutes to current, and that each Board member had been sent a copy of the Manual. She also reported that information was still missing, and that committee liaisons needed to get the information to her so that the Manual could be completed. However, to date only one Board member had sent information to her. Robin also reported that there are many current policies in the Manual that were no longer being acted upon, and that an item by item vote would be needed to clean up the club's policies. Robin stated that as soon as she received input from the Board, she would create the vote for Manual cleanup. Cheryl asked that the Board members review the Manual and forward the needed information to Robin as soon as possible so that the project could be completed.

AKC Letter regarding DNA Program: The Board reviewed a 10-31-97 AKC letter that was sent to breed clubs regarding a voluntary DNA program beginning in 1998 which focuses on collecting DNA samples by breed and requests the cooperation of parent clubs with the collection of mouth swab samples at national specialties. The reason for the program is that the AKC hopes it will help determine the usefulness of selected genetic markers across all breeds. Approximately 25 breeds will be selected for the program in 1998. The Board discussed sending a letter of interest in participating in the program, as well as the fact that this program was a "genetic marker" program and not a "parentage" program. After further discussion, upon a motion made by Janis Watts and seconded by Robin Zaremba, the following motion passed by majority vote: "The PWDCA shall submit a letter of interest to the AKC regarding participation in the DNA genetic marker program." Voting "yes" to the motion: Janis Watts, Robin Zaremba, John Karlsson, Deb Zorn, and Jody Van Loan. Voting "no" to the motion: Ginny Brown and Carol Mattingley, with the reasoning that unless the program was strictly for testing parentage which was the first goal of the AKC, they would like more information before agreeing to participate in the genetic marker program. Jody will send a letter to the AKC regarding the club's interest in participating in the program.

[At this point, David Haddock joined the meeting.]

Delegate's Report: Jody's AKC Delegate report, page 23 of the agenda, was accepted by the Board without comment.

Information Update: The Board discussed the need to mail as soon as possible the Info Update to the membership. Some items to be included in the Update, but not limiting it thereto, are the 1999 national specialty judge selection vote and Code of Ethics vote. The Board discussed the feasibility of including a list of all foreign judges for PWD's in the Update, and it was the general consensus of the Board that only AKC judges will be included and that any member wishing to vote for a foreign judge may obtain a copy of the list from either the AKC or Jody.

Water Trial Committee: The Water Trial Committee's report (page 93 of the agenda) was accepted without comment. The Board discussed a request from the Nutmeg PWD Club to have one of their club members appointed to the committee. Inasmuch as the committee's report stated that no additional members were needed on it, it was the general consensus of the Board that Deb contact

both Mary-Kay Schroeder (committee chair) and Jane Harding (Nutmeg PWDC) to see if the committee could accept a new member at this time, as well as see what committee procedures are in place to get feedback from the regional clubs to the committee. Deb will give a report at the next Board meeting.

Obedience Committee: The Obedience Committee's report (page 91 of the agenda) was accepted without comment.

Superdog: The Board reviewed Verne Foster's recommendation that each national specialty host club run the Superdog program as it deems fit and that the program not become a PWDC program. The Board discussed the need for suggested program language to include in the National Specialty Manual for use as a guide to host clubs. Deb will contact Verne and provide a program outline to Janis for inclusion in the National Specialty Manual before the next Board meeting.

Perpetual Trophy for Water Trials: Deb reported that she had passed the proposed idea for a perpetual trophy for water trials to Mary-Kay Schroeder, water trial committee chair, but that she had not received any feedback yet from Mary-Kay. Deb will follow up with Mary-Kay on the matter and report back to the Board.

ROM Program Revision: Deb reported that she had not yet taken any action with the Awards Committee regarding developing a revised ROM program.

Awards Database: The Board discussed that since Letty Afong's resignation ten months ago from keeping track of titles earned by PWD's, no action has been taken on keeping records of titled dogs. Deb reported that the AKC cannot provide titled PWD's from its database to the PWDC. Further discussion was tabled.

Agility Committee: Deb reported that she had asked Lisa Baird to begin developing a policy and mission statement for the Agility Committee, as well as how many committee members may be needed to serve on the committee. To date, Deb has not been in touch with Lisa since the information request was made so no further information was available.

Treasurer's Report: The Board reviewed the treasurer's reports submitted by David and found them to be in order. David reported that the treasury was up \$16,000 this fiscal year over the past fiscal year, and that as of today's date (12/15/97), there was \$28,407+ in the account, although that sum included earmarked monies and payment had not yet been made for the recent Courier. Monies for the recent Courier, however, are still coming in, as well as Courier subscription payments. David also stated that some items of the \$28,407 are assets of the club (e.g., specialty seed money), and he chooses to list the assets of the club in the balance sheet. He also reported that if all committees which are club liabilities or have assets were to be line itemed, then the majority of the committees would show a negative balance in the club. He further reported that inasmuch as the club is run on a cash basis, checks deposited during a fiscal year are used to pay bills incurred for the same fiscal year. (e.g., Membership renewals for the upcoming fiscal year are not deposited until March 1 and thereafter because those dues are used to pay bills incurred by the club for the next fiscal year and not the current fiscal year.) Thus, the treasury is traditionally running low at this time of the year (nearing the end of the club's fiscal year, February 28). David further reported that the 1997-8 Board has spent less sums for operational costs than the 1996-7 Board.

David also reported that for tax purposes he would not deposit any more checks until January 2, yet would pay club bills in December, so that the treasury would not show more than an average \$5000 profit at the end of the tax year (12/31). He asked the Board if there were any questions as to why that was advisable, and the Board expressed its confidence in his handling of the treasury for tax accounting purposes inasmuch as the club is still waiting for a decision from the IRS on acceptance of its not-for-profit status.

The Board discussed the minimal profit seen by the sale of items by the National Sales Committee, and what avenues might be taken to see increased income. The \$500 reflected under "merchant fund" in the treasury report is a cushion of monies kept available for use in purchasing inventory for future sales. Discussion about competing merchandise minimizing the club's profits, as well as possibly selling national club merchandise at supported entries took place. David reported that Peggy Perkins will be providing to the Board a complete reconciliation of her inventory. The Board tabled further discussion pending developing marketing ideas for the merchandise for discussion at the next meeting and receipt of Peggy's reconciliation for review.

Carol questioned the acceptance of a late membership renewal received and accepted in November. David reported that the club historically accepted the very late one or two renewals that come in. Further discussion on allowing this policy to continue was tabled until the next meeting. Robin will check with Steve Beder about the late renewal acceptance for a report at the next meeting.

The Board also discussed the following motion submitted to the Board by Pat Stuart-Volz: "The Board of Directors, as a matter of principle, approve the following: The funds in the treasury of the PWDC, which were donations to various causes when given to the club, shall be 'on the books' segregated and are not considered by the PWDC as a matter of policy to be part of the general operating funds. These 'donation accounts' include, but are not limited to, 'rescue and relocation, heart/cardiomyopathy, Addison's disease, cancer, etc.' For the next bookkeeping year, the Board will direct the Treasurer to show the bank account and the available money from dues (operating funds) available in the cash management account on two separate lines to total 'operating funds available.' All donation accounts for regular interim board meetings may be totaled and the Deyanne Farrell Miller account and these balances shall

be listed separated, net of additions and payments from. For the annual report, each donation account shall be listed separately as the Treasurer has done in the current annual report. Dividend and interest income shall be apportioned as received to the general operating account, donation account, and DFM account", which motion died for lack of a second. David reported that he'd had an e-mail conversation with Pat regarding the issues in her motion and that he felt that he'd answered her questions to which the motion had been addressed. It was the general consensus of the Board that the motion was complex and should be broken down into segments.

Cheryl asked about the feasibility of opening a separate account for health donations; and the Board discussed the pros and cons thereto as well as utilizing 501C-3 foundations (e.g., Morris Animal Foundation) for designating tax deductible donations for health projects, or possibly developing a foundation. David stated that all monies that come into the club are categorized in his computer program even though monies may be co-mingled. He again stated for the record that at any time he could inform the Board of what income and expense had been incurred by any committee. He further stated that it is not feasible for the club to have separate accounts for each committee inasmuch as the majority of the committees are not self-funding. For example, if a committee had been subsidized by the club and had never been self-funding, to separate all committees would require many of the committees to pay monies to the club to reimburse the club. David stated that if an urgent need arose for a committee or health issue to receive funding, the club donated monies as well as sometimes the membership initiated fund-raising efforts (e.g., Homestretch Fund). He stressed that the Board and committees should not tell the membership that there are urgent health needs, solicit monies, and then put the monies in the treasury and not disburse it for years sometimes. He noted that monies solicited for health issues should be forwarded to aid those issues as soon as possible and should not sit idle in a club account because it is not a responsible use or good stewardship of the monies. The Board discussed monies being solicited by a regional club for cardiomyopathy, the need for research proposals outlining ways in which to utilize funds collected, and the need to develop a time frame in which such proposals may be received. Jody reported that a new AKC Delegates e-mail list is just starting up, and she'd like to ask the delegates which breed clubs have foundations, how they were set up, etc., and give a report at the next meeting.

Discussion took place that a few club members were expressing concern that the club's treasury may not be being handled appropriately, and David questioned the Board members if anyone felt that he was misappropriating funds or not being aboveboard in his handling and reporting of the treasury. David stated that it has never been his intention that donated monies be used for conference calls. He further stated that he is one member of a 9- member board, and his treasury reports have been accepted for 4.5 years. Changes to how the club monies are utilized must come as a directive from the Board, not from one Board member. Robin, Cheryl, Janis, Jody, and Deb stated for the record that they were very satisfied with David's handling of the treasury. John expressed his confidence in David's integrity and handling of the funds, although he did not feel this type of statement needs to be a matter of club record. Carol felt that this question need not be a matter of club record. The majority of the Board members felt that the question should be a matter of record inasmuch as members were expressing concern about the treasury and the membership was entitled to know if the Board had any unease about same. Historically, David's reports have been submitted on a very timely and accurate basis, and it was noted that some of the members expressing concern had served on past boards and had approved his reports and their formatting while they were seated board members.

Discussion then moved to monies raised by the Rescue & Relocation Committee and if that committee should become its own entity which would also protect the club from any possible liability. Also, the club was opening its doors to a possible IRS audit because as a social club it was maintaining a large sum of money that was not being used. David reported that all rescue monies were in the treasury contrary to what some of the membership thought, and a thorough report was included in his 9/24/97 annual report. This report is all that he's accountable for since he's been treasurer; however, that is not a true income-expense figure for the club's rescue program. Prior to 1993, the club subsidized rescue, which was not self-funding. However, the club historically has taken care of its own and whether the rescue program was self-funding or not, a PWD in need of rescue would not go unattended. Jody will research her old records for income and expense statements for pre-1993 club reports and will give a report at the next meeting. After further discussion, Carol proposed the following motion: "That \$9236.18 listed on the books as rescue funds be immediately restricted for rescue's use only as well as all future donations to, income to, and its apportioned dividends and interest." Deb Zorn seconded the motion. The Board discussed the issues (listed above) further, and Ginny Brown made a friendly amendment that if the monies paid by the club to support rescue can be tallied and subtracted from the funds raised by Mary Harkins, that the net amount be segregated for rescue. The Board discussed that the approximate \$9200 earmarked as Rescue monies are sums contributed to rescue since David became treasurer in 1993; however, the rescue committee was not self-funding until recent years and the Board needed to consider that while Mary Harkins is a very effective fund-raiser, prior to her taking over the rescue program the committee worked in the red and the Board should consider whether those losses should be offset and the net sum reported as true Rescue monies. Discussion also took place about what if the previous rescue costs were above the \$9200 monies raised, and what action the Board should then take. Also, by approving this type of motion, each committee should then have the opportunity to also create their own 'club' within a club and that more facts need to be collected before acting on that type of motion. David reported that \$8682 has been donated to rescue as a straight donation to the rescue program, while the balance was sums received from the placement of rescue dogs (\$3735) through the club. Rescue expenditures were \$3181. Carol asked that the friendly amendment be accepted with a limit on how much monies could be subtracted from the pre-1993 committee expenses to the club. After further discussion, Ginny retracted her friendly amendment, and Deb retracted her second to the motion, and it was the general consensus of the Board that rescue monies are in the treasury to be used for rescue work although the \$9200 figure is not accurate based on costs paid by the club prior to David becoming

the treasurer. [Cheryl Smith temporarily left the meeting at this point; Carol took over as interim chair.] David also expressed concern that by creating separate accounts that it would give the appearance that the Board felt that monies given to the club were not being used for the purpose for which it was given, and that despite what some members might be mis-stating about him regarding the treasury, there is no record anywhere that states that that is his position. Carol stated that if the Board created segregated funds, it would prevent litigation from being brought forth. The Board discussed that to have litigation brought forth, a criminal action must have taken place, and there is nothing in the club's records which point to any criminal action ever taking place.

[Cheryl returned to the meeting at this point and took over as chair.]

After all discussion, the Board was in total agreement to state on the record that the annual report of the Treasurer, dated 9/24/97, regarding rescue and relocation funds which to date includes only those monies reported since David became the PWDCA Treasurer (1993 to date) is the amount believed to be in rescue and relocation. However, the Board does not know how much monies were spent by the club on rescue prior to 1993. The Board remains committed to protecting the PWD, and any PWD in need of rescue will be taken care of by the club regardless if any monies were donated to rescue or not.

Santoli Letter: The Board reviewed and discussed an 11-24-97 letter from Virginia Santoli. The Board was concerned that not all the facts were provided and presented in their entirety to the AKC when Ms. Santoli asked for AKC input on some treasury questions. David reported that 1099 forms will be sent to Dr. Bell and Kitty Braund for the 1997 year, and that he will also be sending out 1099 forms for 1996 to Dr. Bell and Kitty. David also noted that the big-6 accounting firm, Arthur Andersen, annually reviews the books of the club and has found them to be in order over the past several years although because of the cost they have not been hired to do a formal audit. Such firm also prepares the club's tax filings. After further discussion, it was the general consensus of the Board that Cheryl send a response letter to Ms. Santoli.

Schreiber Letter: The Board discussed a certified letter received from Charles Schreiber requesting that his donations to Rescue, totaling \$400, be returned to him because he feels that the club was not using his donations for rescue efforts. Robin will send a letter to Mary Harkins to apprise her of the request, and Jody will send a letter to Charles Schreiber to let him know that the Board was taking action on his request and had forwarded it to Mary Harkins, and that the Board did not feel that there was any misappropriation of rescue funds. Robin will further inform Mary of the Board's position on rescue funds and ask for her opinion if the matter should be pursued and the money returned from her committee's funds.

Murray Letter: The Board next discussed a letter from Maryanne Murray asking for clarification on Courier costs. David will send a letter to Maryanne in answer to her questions.

[Cheryl left the meeting at this point for a short time; Carol took over as interim chair.]

Quarterly Treasurer Report: The Board asked David to provide it with a quarterly report as was outlined in the motion passed at the Annual Meeting. David stated that he would prepare and forward the report to Robin for Board distribution.

National Specialty Manual: Janis reported that the National Specialty Manual was basically completed and had been forwarded to Robin for formatting, and that everyone should have received a copy of it for review. Janis stated that the Manual was basically complete, with just a couple of areas that needed language inserted as well as an acknowledgment page and a procedure developed for making changes therein. Janis urged the Board to review the Manual and send any recommended changes to her and Robin as soon as possible so that the Manual could be finalized by the next Board meeting and be voted on at that time.

Regional Clubs/International Affiliates: Janis reported that she intends to send an inquiry letter to the regional clubs asking for their input on the sanctioning process and what being a sanctioned club means to them. Janis reported that the current sanctioning requirements do not include a formal follow up review process, and that she plans to develop a review process and present it for Board consideration. Along with her questionnaire, Janis stated that she would send a copy of the supported entry questionnaire. Janis also reported that she would be faxing a proposal for foreign affiliation to the Board for review. Jody suggested that a revised regional club group be developed to help continue sanctioning activities. Janis will question the regional clubs about their ideas on reforming the group. Janis will also forward to each regional club a copy of the supported entry/financial application forms for their use.

Breed Standard Committee: John's written report on the Breed Standard Committee (page 35) was accepted by the Board without comment.

Judges' Education Committee: John's written report on the Judges' Education Committee (page 35) was accepted by the Board without comment.

Gazette: John's written report on the articles written for the AKC Gazette (page 35 of the agenda) was accepted by the Board without comment. John reported that anyone wanting a copy of the articles could contact him for same.

Breed Health Pamphlets: John reported that no new health summaries had been forwarded to him for insertion into a developing health pamphlet.

General Education Committee: John reported that the directives from the Board to Lou Guthrie, established at the 9-21-97 Board meeting, had not been met. John reported that the committee needed approval of its members before it could move forward. The Board discussed that the information it had requested at the 9-21-97 meeting had not been forthcoming from the committee, and that it could not grant approval of the committee members without the information. After further discussion, upon a motion made by Janis Watts and seconded by Robin Zaremba, it was unanimously resolved to approve Lou Guthrie's proposed list of committee members reviewed at the 9/21/97 Board meeting pending confirmation from Lou, within 30 days of her being notified by John that the proposed committee members are approved, that her committee members are in compliance with filing their dog/litter data with the Health Registry and Directory of Dogs. Any proposed committee member not in compliance within said 30 days shall automatically be terminated from the committee without further action by the Board.

Health Committee Reports: The Board reviewed and accepted the Health Committee quarterly reports of the Eye, Orthopedic, Addison's, GM-1, Gastrointestinal, Cardiac, Hairloss, and Cancer committees, as well as updates for the Health Registry and Georgie Project. The reports are included in the official minute records.

[Cheryl returned to the meeting at this point and resumed as chair.]

OFA List of Dogs: Per the Orthopedic Committee's request, the Board discussed the feasibility of continuing to list recent OFA dogs in the Courier. After discussion, it was the general consensus of the Board that new listings of OFA'd PWD's no longer be printed in the Courier inasmuch as that data is incorporated into the Health Registry via the all-time OFA list, and club members may purchase a copy of the list at their pleasure. However, statistical tables and percentage data will be obtained periodically from the committee for insertion in either the Courier or Info Update.

GM-1: The Board reviewed excerpts from two proposals submitted by Auburn University and the New York University School of Medicine regarding research to determine the mutation responsible for GM-1 gangliosidosis and to devise a molecular genetic test for continued screening of the breed. Ginny informed the Board that more proposals are being sought by the GM-1 Committee, and she will further update the Board when such are received, and the Board will then determine the feasibility of the test thereafter. Further discussion was tabled pending receipt of additional proposals.

Addison's Committee: Ginny highlighted from the committee's report that Dr. Noel Maclaren, M.D., under the auspices of the Georgie Project, has uncovered, via an autopsy of a PWD, that the dog also had numerous other autoimmune diseases besides Addison's, a problem commonly referred to in humans as "APS." "APS" means autoimmune polyglandular syndrome, a genetically determined disease, and this is the first time that APS has shown up in a dog. Thus, Dr. Maclaren would like to do further autopsies on Addisonian dogs to see if any other dogs have APS. Further information will be forwarded to the Board by the committee as research progresses.

Cancer Survey: The Board reviewed a request from the Cancer Committee asking that a cancer survey be sent to the membership so that more information on PWD's with cancer may be obtained for further research. After discussion, it was the general consensus of the Board to send the cancer survey out to the membership by enclosing it with the next Courier as a separate document with an attached cover letter. Ginny will check with Kitty to see if there is still time for the printer to include the survey with the upcoming issue; otherwise, it will be sent with the next issue of the Courier.

Membership Report: The Board reviewed and accepted Steve Beder's membership report as written. The Board also discussed Steven's request that the quarterly reporting dates be changed. It was the general consensus of the Board to wait until the outcome of the vote on the Bylaws was known inasmuch as the passing of them would change the date of the club year.

Committee Policy: The Board reviewed updated committee policy language and made suggestions thereto. Upon a motion made by Jody Van Loan and seconded by Janis Watts, it was unanimously resolved that PWDCA Board members are not to be appointed liaisons to committees on which they serve. This policy shall be added to the existing committee policy(s) and will be implemented immediately although the current Board members who are liaisons to committees on which they now serve will not be asked to step down inasmuch as this is not a retroactive motion. Ginny will forward her additional recommendations to the proposed committee policy to Robin, after which a fax vote shall go to the Board. Jody and Janis stressed that language be included that any health committees that provide specific medical advice on treatment(s) and/or procedures provide a reference and proof that the named veterinarian has approved the information being given out.

Lapsed Members: The Board reviewed a letter from Melinda Harvey regarding doing a survey on lapsed PWDCA members to seek information as to why they did not renew their membership. Robin will send a letter to Melinda asking for a survey proposal to review at the next Board meeting.

Finance/Budget Committee: The Board reviewed the proposal from Carol to develop a finance/budget committee which was previously tabled. After discussion, it was agreed that David and Carol will work together to develop some finalized language and thereafter submit the committee proposal to the Board for vote for the next meeting.

Reinstated Member: Cheryl informed the Board that Roberta Corkill has complied with the directives related to her suspension. Therefore, it was the general agreement of the Board that Roberta Corkill is automatically reinstated as a member in good standing of the PWDCA, and Robin will send a letter to Roberta so notifying her.

New Members: The Board reviewed the list of applicants to the PWDCA. Upon a motion made by Robin Zaremba and seconded by Carol Mattingley, it was unanimously resolved to approve the following applicants as members of the PWDCA: Barbara Converse, Bill and Darlene Crepeau, Libby Devlin, Gordon and Marilyn Dickson, Margaret Fliniau, Heidi Forman, Kristine Fornaby, Cynthia and Christian Franck, Patricia Slezak Gomes, Kelli Harris and Jason Gershon, Gene and Susie Honeycutt, Krista Hunt, L.J. Hunt and Ron Hudgens, Janet P. Janes, Sarah L. Kahn, Corine Knudsen, Janet Kutner, Michelle C. Meade, Cynthia L. Meyer, Connie Millard, Carolyn O'Neil, Dana Ronan, and George Winter.

Code of Ethics Vote: The Board reviewed the letter from Karen Arends regarding the Code vote. It was the general consensus of the Board that a recount was not necessary and that the Code shall go out in the Info Update for a revote by the active club members with the Board's rationale as to their proposal as well as the committee's rationale for their proposal. Jody will check with Karen for a statement for inclusion with the vote. Cheryl will send a letter to Karen in response to her questions.

Executive Session: The Board moved into, and out of, executive session to review some correspondence from club members.

Allergy/Hairloss Committees: The Board discussed the Allergy and Hairloss Committees, and the feasibility of combining the committees. After discussion, upon a motion made by Carol Mattingley and seconded by Ginny Brown, it was unanimously agreed to combine the existing Hairloss Committee and Allergy Committee into one committee which shall be called the "Allergy, Hairloss, and Dermatology Committee." The committee members from the Hairloss and Allergy committees shall be combined under the new committee. Carol reminded the Board that she had tendered a resignation as chair of the Hairloss committee and that a new chair for the newly named committee would need to be appointed as soon as possible. Carol agreed to remain as interim chair until a new chair was appointed. A request for members who are interested in the new committee shall be tendered to the membership via the Info Update.

Nominating Committee Volunteers: The Board discussed the need to issue a call for volunteers to serve on the 1998 nominating committee for the 1998-9 PWDCA year. A call for volunteers will go in the next Info Update.

Other Committee Volunteers: The Board discussed a member who volunteered to serve on the Cardiac Committee. Ginny will check with the committee to see if they need additional members. Robin will send a letter to the volunteer and let them know that their request to serve will be followed up on, and that if a position is available, they will be informed. Otherwise, if there are no committee openings for volunteers wishing to serve on a particular committee, those volunteers' requests are kept by the Recording Secretary in an active volunteer file.

Next Board Meeting: The next regular meeting of the PWDCA shall be held via telephone on Tuesday, February 3, 1998. Agenda items must be received by the Recording Secretary on or before January 20, 1998, to be included therein.

Tabled Agenda Items: The following agenda items were tabled: review of Committee Quarterly Reporting form; Braund letter regarding pedigree book proposal; 1999 National Specialty bid review and liaison appointment; discussion to update web site.

Adjournment: Upon a motion made by David Haddock and seconded by Janis Watts, it was unanimously resolved to adjourn the meeting at 12:51 a.m., EST.

Respectfully submitted,

Date: 12/28/97

Robin Zaremba
Recording Secretary