

MINUTES OF THE JANUARY 27, 2003 BOARD MEETING OF THE PORTUGUESE WATER DOG CLUB OF AMERICA

The second meeting of the Officers and Directors of the Portuguese Water Dog Club of America for the year 2003 was held January 27, 2003 via teleconference at 8:12 PM EST.

PRESENT

President Stuart Freeman, Vice President Steven Bean, Recording Secretary Leslie Arner, Corresponding Secretary Catherine Kalb, Treasurer Barbara Niemann, and Directors Sandra Overton, Kristen Cofiell, Caren Murray, Steven Dostie and Pat Qvigstad.

MINUTES Previously approved and published.

REPORT OF THE RECORDING SECRETARY

E-votes taken since last meeting:

1. 12/31/02 Motion by Steven Bean second by Leslie Arner, to appoint Kristen Cofiell Chair of the Deyanne Miller Scholarship Committee, to pull the existing committee members together, design a purpose and a set of procedures for awarding of grants. In addition, to respond to D Grauer's offer to sell more prints to raise additional funds. In favor Arner, Cofiell, Niemann, Overton, Bean, Miller-Stebbing, Murray, Kalb, Freeman. No vote Kalmanash. Approved.
2. 1/10/03 Motion by Steven Bean, Second by Pat Qvigstad, to allow a Water Dog Class to be offered at National Specialties (per Lisa Baird proposal dated October 17, 2002). Approved, unanimous.
3. 1/08/03 Mid Atlantic Club supported entry request-Chester Valley KC, May 10, 2003, Glenmoore, PA. Conformation, Puppy Sweeps and Veteran Sweeps offered. Judge: Gary Newton. \$100 financial assistance requested. Approved, unanimous.
4. 1/03 Informal vote was taken on a letter sent to Working and Herding Parent Clubs dated 12/04/02, asking if there is interest in the AKC Companion Events department developing a Drafting title program. General support was expressed by the Board.
5. Informal vote taken to approve Courier article from Cardiac Committee on JDCM. Note was made of a discrepancy in blood sample required, one phrase repeated a few too many times. Otherwise the article is approved, with the noted changes.
6. 1/18/03 Motion by Leslie Arner, second by Barb Niemann to post the PWDCA Board of Directors meeting minutes to the club web site. Approved, unanimous.

Items presented for vote:

1. 2003 National Specialty- Board approvals are needed for the following committee chairs: Show Chairperson (Roy Cawley), Hospitality/Annual Meeting Chairperson

(Betty Kay), Performance Chairperson (Carla Catalana), Obedience Chairperson (Meg DeFore), Water Trial Chairperson (TBD), Agility (Marilu Novy), Tracking Chairperson (Connie Millard), PWDCA National Specialty Liaison (Stu Freeman). Motion by Stu Freeman, second by Steven Bean to accept those named. Approved, unanimous.

2. Motion by Steven Bean, second by Kristen Cofiell to approve specialty trophies as submitted. Approved, unanimous.
3. Joe Schoenfelder requested the addition of Stan Harding and Andy Robinson to the Health and Litter registry committee. They are the lynchpins behind the development of the database and it's time they are recognized for their efforts in terms of being officially part of the team. Motion by Stu Freeman, second by Kris Cofiell to approve the additions. Approved, unanimous. The board would also like to thank all the members of this committee for the great progress they are making.
4. Cardiac Committee- Carol Mattingley asked that Maryanne Murray be added to the committee. After discussion, it was agreed the position should be opened to all interested members before deciding on a particular candidate. The position will be listed on PWDCA list and in Courier, and applications solicited.

REPORT OF THE CORRESPONDING SECRETARY

1. The Canine Health Foundation has requested support for four cancer research studies. This request will be forwarded to Caren Murray, the Cancer Committee chair, for review
2. AKC has requested, and will be sent, an updated list of PWDCA directors and officers.
3. Received a sweepstakes application from Mid-Atlantic Club, Carole Doerr-Allen to judge.
4. Fundraising information was received from an afghan-blanket company. Will forward to 2003 Specialty committee.
5. AKC Canine Health Foundation has sent a list of the donations from PWDCA, which will be forwarded to Archives.

REPORT OF THE TREASURER

Barb Niemann presented the following financial information, which is on file.

1. Operating Statement for December 31, 2002 and 2003.
2. Balance sheet as of December 31, 2002.
3. Segregated Funds as of December 31, 2002.
4. Wells Fargo Bank reconciliation as of December 31, 2002.
5. Wells Fargo Checking and Premium Market Rate Statements.
6. PWDCA Remembrance Fund- Request to release funds for the Georgie Project.

Motion by Stu Freeman, second by Steven Bean to release funds received in 2002 totaling \$1,070.00 to the Georgie Project. Approved, unanimous.

Barb noted that she has received most of the membership renewal dues.

Motion by Stu Freeman, second by Sandy Overton, to release the \$3500.00 seed money to the 2004 Specialty committee. Approved, unanimous.

Treasurer's Bond- currently the bond is \$100,000.00, should be increased to \$250,000.00 and Steven Beder should be added to the policy. The coverage is relatively inexpensive as it should not add much to the cost. Barb will research the cost, and forward the information to the Board for approval.

The Courier- Stu Freeman reported The Courier came in \$3,053.00 under budget last year, overall. The Board would like to thank Terry Cardillino for her dedication and effort.

AKC DELEGATE REPORT

AKC delegates report is posted on the PWDCA web site at http://www.pwdca.org/AKC_Delegate.htm. In addition, the official minutes of the AKC Delegates Meeting can be found on the AKC Website - www.akc.org - and use their "Search" to put in "Delegates Meetings" and click on "Go."

In 2003, the AKC National Invitational will be held in Long Beach, CA - with the qualification period from October 8, 2002 through October 7, 2003. Betty Trainor, Chair of the JEC, will be asked to coordinate the PWDCA participation at this event.

AKC Board of Director nominees- Karen Arends recommended that the PWDCA cast votes for the nominees of the Nominating Committee's slate, and the board agreed.

REPORT OF THE COMMITTEES

Rescue and Relocation

Carole Doerr-Allen, Chair, joined the meeting at 8:45 PM EST. She was asked to discuss issues relating to the Rescue and Relocation program.

Carole feels the #1 problem with R&R is the difficulty in finding qualified, timely foster homes for rescues. It is necessary to continue to develop the pool of contacts in the field to help with the re-homing effort. It is a big job for one person to coordinate the rescue and relocation effort, as there are more dogs than in the past.

Concern was expressed that attacks on the program could undermine it if left unchecked. The Board discussed this at length and determined the need to be more assertive in their support of Rescue and Relocation.

Carole also voiced concern about the number of rescues coming from known breeders who avoid taking financial responsibility for their dogs. There is a need for education within the PWD community, to make people aware of the increase in rescues, particularly the number of dogs being relinquished to shelters.

Carole left the meeting at 9:15 PM EST.

Cardiac

Carol Mattingley, Chair, joined the meeting at 9:18 PM EST.

Stu asked Carol to talk about issues relating to the Cardiac Committee, leaks of information from the committee, timely reporting of committee activity to the board.

Carol stated that leaks from committee members are a huge problem, and they are doing a lot of damage to the credibility of the committee. They are harming the progress of the research and the ability of the committee to get cooperation from the membership. Stu strongly agreed and asked that they discuss this further off line to find a solution.

Stu asked why the board has not been informed of committee activity, and what was currently going on. Carol said the committee has been silent in reporting to the board because they didn't know the board wanted to hear from them. In the future, Carol agreed to update the board on committee activities on a quarterly basis (or more frequently,) including numbers of new cardio deaths reported.

Sandy asked if there is a voluntary list of cardio carriers. Carol said yes, it was published two years ago, and will be updated and posted to the health registry. Cathy asked about developing a list of obligate carriers from confirmed cardio puppy deaths.

Sandy asked about the status on an article to include with puppy packets, which is factual but not as "doom and gloom" as the article being written for the Courier. Carol said the committee is still working on that one.

There is a need for owners to have all puppies and older dogs autopsied when there is a premature death. There is also a need for a form to send out to breeders with necropsy instructions detailed. Cathy will work with the Joint Chiefs to develop this packet of information.

The PWD-Beagle test breeding is being conducted at University of PA, not through the committee.

When asked about the proposed formation of a Puppy Death committee, Carol doesn't feel there is a need for it. The most important thing is to educate people to do autopsies on deceased puppies and dogs. Once owners have a form with the specific information required, they can send samples to any board certified pathologist for examination, not necessarily U of PA.

Carol left the meeting at 9:50 PM EST.

Next Board Meeting- Stu asked the Board whom they would like to invite to the next board meeting. Betty Trainor, Judge's Education Chair, and Maryanne Murray, Illustrated Breed Standard, were chosen.

Awards

Title Pin Report for 2002 by Verne Foster

The pins for the year have been a great success according to the feedback I am getting, especially the fact that people are getting them free. As noted in the report the biggest month for awarded pins was in August as this is the month that most of the Water Trials occur. Between June and August a total of 98 of the 127 water trial pins were given. Total water trial pins ordered was 200. There may not be enough for next year. Though I am sure there won't be as many awarded since most of the advanced dogs received their pins this year and won't next year, therefore mostly Apprentice dogs will be getting their pins.

The number of purchased pins has almost stopped in the past 4 months. In all probability there will be very few pins purchased next year. The estimate for purchased pins was lower than initially presented to the board. Though the amount that came in paid for a good chunk of the initial outlay (\$1128.00) it did not pay for it all. Total income from pins for the year was \$880.00. The initial cost was \$248.00

Total cost for all pins given for 2002 season, which includes packaging, pin cost and shipping was \$764.00. That was for sending out 512 pins (approx. \$1.50 per pin) So far the pin program has cost the club \$1012.03. Starts up costs are always higher the first year. Next year I expect far fewer pins to be awarded, thus costs will go down. The average will be about 30 pins a month. A reorder of Water and Agility pins will need to be made before the end of the year.

A pilot program of awarding Water pins at water trials was implemented this year. I felt though it was well received it was a nightmare to keep track of. There were clerical errors with 75% of the clubs. Pins were awarded to non-eligible persons, pins were lost, some did not get sent back in a timely fashion, and results in some cases were not e-mailed or sent for weeks, and some were wrong. A huge number of pins was sent out at once and tied up with the clubs, so the supply here was almost down to 0. Only when unawarded pins were returned were there enough to bring to the Nationals, but it was very close. I recommend that only pins be awarded at the National Specialty, not local club events/trials. Those who earn titles will be awarded through the mail like the other venues. There was some money saved in postage for sending to clubs instead of individually but not enough, in my mind, to make it worthwhile for continuing with it. In one cases 30 pins were sent to a club and only 5 were awarded.

Here are some changes that had to be made as the program progressed this year. AKC is announcing the Agility preferred classes in the Awards books and is considering them as titles. I awarded pins to those dogs. Persons who became PWDCA members after their dogs earned a title this year can get free title pins if they send me verification with title certificate.

The board would like to thank Verne Foster for her administration of this great program.

Joint Chiefs

Cathy Kalb sent out an introductory letter on January 22 to the health committee chairs, excerpts follow:

“I just wanted to touch base with everyone and also to welcome Elaine Suter as the new Chair of the Seizure Committee. Since Karen's left the board, I'm taking over her role with the Joint Chiefs Committee. I hope everyone still wants to be involved in this important work. Judging from the discussions on the PWD list, many members want open registries; therefore, we have a big job to do.

I've reread through all your responses to Karen's original letter of 29 July 2002. Although stated in various ways, two main themes are apparent: first, we should educate the PWDCA membership about the various health issues, the importance of participating in health research and fully disclosing health information, and secondly, any open registries should be voluntary. A few of you commented on other issues, but these seem to be the most consistent. With your comments in mind, I've been thinking about a few possibilities and would like to throw them out for your consideration. First, education. It seems to me that a regular column in the COURIER is a good vehicle to spread the word. The Cardiac Committee has an article going in the next issue of the COURIER. Perhaps we (as a group) can plan to have a health article in every issue, alternating who is responsible for each issue. I'll get in touch with Terry Cardillino to see if that would be possible on her end.

Next, I'd like us all to think about somewhere we can get started with another open registry. The Cardiac Committee is publishing another update to their Cardiomyopathy Carrier List soon, so that's a start. Let's think about what else we can do now?”

Stu Freeman thanked Cathy for taking the lead in working with the group and offered his support for the committee focus.

Regional Club Sanctioning

Steven Bean reported that renewal paperwork for all regional clubs sanctioned in 2002 went out the first week of January: Nutmeg, Mid-Atlantic, Movers and Shakers, Mid-Gulf, Lone Star, Rio Salgado, Greater Chicagoland, Twin Cities, Northern CA, Southern CA, and Pacific NW. Also, applications were sent to individuals who may have emerging clubs, and have requested information. The deadline for applications and renewals is March 15.

The committee has underway, with Cheryl Smith's leadership, a manual for new and emerging clubs.

Welcome and Work

Maralee Johnson, Chair, reported the email address has been established (by Scott Marshall) for W&W. Welcome@pwdca.org Emails will be forwarded to Maralee Johnson. Committee chairs were contacted with an initial “heads up” looking for work projects for committees, PWDCA in general, for interested Associate members. There has been little response to date. The PWDCA-L was asked for suggestions on how to “Welcome” new members. Few responses, but they have been good. Membership committee will send the list of new members on a monthly basis.

My thoughts: I see the Work portion as an evolving project. I want a program that is good, not “goldplated” or costly in time or money for the PWDCA budget, W&W and the other

committees. This can easily become a management, paperwork nightmare for all. I do not think it useful or the best use of club resources to dump on new members every piece of information on health, breed education, local clubs, water working, AKC dog activities, etc. We would print and mail new members a large book. While not every member has an Internet connection, our website is the most logical place to direct members for a variety of new and often changing information. This information does not always have to be open/viewable to the public.

For example, I think it is appropriate for each new member to have access to the Constitution-Bylaws. Instead of printing and mailing, we provide in our Welcome letter, a link to a page on our site with the Constitution-Bylaws. Likewise, we might have links to the definitions, purpose, and current projects of the committees. While this sounds nice and saves printing and mailing costs, there maybe increased cost to the club for the website size and there would be increased work for the webmaster (maybe this committee would need to grow). I am open to any and all thoughts, suggestions

Committee Budget: Based on information from Membership (Steve Beder) the club gains 350-425 new members a year. W&W committee costs will be predicated on printing and mailing costs to new members. I estimate costs could range \$2-5 per member. For 2003, the committee requests a budget of \$1,200.00.

The board discussed the timeline for processing new Associate member applications. Barb explained that there is always a few months between the time when a member sends their membership application in and when their check is cashed. After the membership information is recorded by the Membership Coordinator and reviewed by the Board, the checks are sent to the Treasurer. It was decided that an estimated lead-time should be added to the membership application so applicants will understand the process better. Maralee Johnson will write up an explanation to be added to the application form.

UNFINISHED BUSINESS

New Associate Members as of January 19, 2003

Cathy Abbruzzese
Rachel Ahmed
Shirley Blakely
Boyd & Merrialyce Blanchard
Hank Cooper
Sandy Costello
Judith Dein
Rick Edwards
Kathy Grajauskas
Cheryl Hoofnagle
Judy Johnson
Lynn Kacy
Mary Ellen Kinnaman
Erica Kuntz
Carol Leadbetter
Judy Leather
Lisa Medeiros
Carol Probstfeld
James Scoggins
Marco & Nathalie Silva
Joan & J. Stanley Spilman
Mark Stega
Kim Suthers

Diane Thompson
Barbara Weisman
Linda Williams
Nicoletta Williams
Timothy Wilt
Steven Zaleski
Elizabeth & Gerald Zarger

Associate to Active (Full)

Sandee Arndt – Joined the PWDCA as an Associate member in November 1999. Owns one PWD (Gussie) and one Bichon. Is a dog trainer by vocation and active in Obedience (Rally), Agility, and Water Work. Is a member of the Front Range Agility Team. Wants to join as a Full member of the PWDCA to learn and give- Portuguese Water Dogs, health, activities and training. Sponsored by Barbara Stine and Diane Greenburg. Both sponsors approve Sandee Arndt for Active membership. Membership approved.

2003 Specialty

Proof of insurance has been requested by the Board but has not been received. The contract with superintendent Onofrio has been approved.

There was discussion about selection of judges for future Specialties. It was generally felt that Specialty judges should be required to participate in the Voluntary Health Registry if they are, or have been, actively involved with breeding and showing Portuguese Water Dogs. Due to the full meeting agenda, this topic was tabled for future discussion.

The class fee schedule was discussed, noting increases in some classes over previous years, decreases in others. A suggestion was made to consider a decrease in the fee for veteran parade of titleholders.

The Articles of Organization for the LLC that Andy Kalmanash began working on have been finalized and Stu will forward a copy to the Board. It is too late to use the LLC for the 2003 Specialty.

2004 Specialty

Kathy Esslinger is meeting with the hotel this month and will send the contract to Stu Freeman for approval.

Deyanne Miller Memorial Fund

Kris Cofiell, newly elected committee Chair, reported that she spoke with several members requesting their opinions on what Deyanne Miller might have desired for the focus of distribution of the fund, including Deborah-Lee Miller Riley, Don Grauer, Carole Prangley-Mclvor. Kris would like to write an article for the Courier to let new members know about Deyanne's contributions to the breed and to introduce the first two scholarship recipients. She will also acquire the original fundraiser prints from Don Grauer to sell and/or auction to raise additional money for the fund.

Stu Freeman said Betty Trainor spoke to Herb Miller and the Miller's son, Win about the use of the funds and they were in favor of using them for veterinary scholarships.

Boat Insurance- Stu Freeman reported the club is still looking for insurance that will cover multiple boats and occupants at water practices and camps.

NEW BUSINESS

Associate to Full membership changes- Pat Qvigstad inquired about helping Associate members become Full members after two years. Maralee Johnson, the Welcome and Work Committee Chair, will add a paragraph to the new member intro letter explaining how to become a Full member after two years.

National Sales Committee – Motion by Pat Qvigstad, second by Kris Cofield to dissolve committee. Approved, unanimous. Kris has a list of remaining inventory, which she will forward to the Board. We need to figure out a way to get rid of it, either by donating to charity, using for raffle baskets or selling.

Membership access to the Board- Pat suggested including all background memos and reports to the minutes. As it is impractical to publish all supporting information leading to every Board conversation and decision, the membership is encouraged to ask the Board for clarification on any decisions made.

Indemnification- Follow-up from a previous meeting. It was recommended by an attorney not to make any changes to it, so it will remain as is.

Regional Club Sanctioning- Motion by Steven Bean, second by Pat Qvigstad, to change requirements to eliminate the clause 1A.2, requiring members reside within 50 miles of a geographic region. Remove section and reference to it. Approved, unanimous.

Limit on Regional Specialties Elaine Suter asked if there was a limit to the number of Supported entries a club could host. There is a limit of 15 per year, all clubs combined, but no single club maximum.

Executive Session:

Motion to adjourn: Stu Freeman
Second by: Caren Murray
Affirmed: Unanimous
Meeting adjourned at 11:48 PM EST.

Respectfully submitted,
Leslie Arner
Recording Secretary
Portuguese Water Dog Club of America, Inc.