

MINUTES OF THE JANUARY 26, 2004 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 2004 was held January 26, 2004 via teleconference at 5:13 PM PST.

PRESENT

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

MINUTES Previously approved and published.

REPORT OF THE PRESIDENT

2004 PWDCA Board of Directors Meetings: January 26, March 8, April 19, June 7, July 19, August 30, October 4 (National Specialty. Time TBD), November 15, December 27. All meetings at 5:10 PM Pacific Time.

Agenda: All reports and motions to be considered in the agenda should be received by the Chair five days prior to the BOD meeting. In addition, a short description must accompany each item (who, what, where, when, why). Only those motions of an urgent nature will be considered if not submitted in advance of the meeting.

REPORT OF THE CORRESPONDING SECRETARY

AKC Parent Club Conference: Cathy Kalb recently received the AKC's flyer for the 2nd Parent Club Conference to be held 22-24 October 2004 in Cincinnati, OH. Two members can attend from each parent club. Meals and double occupancy will be provided but obviously not transportation. The form with attendees must be returned by 8 March 2004. Lisa Baird and Steve Dostie were selected to represent the PWDCA.

REPORT OF THE TREASURER

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

Operating Statement for December 31, 2003

Balance Sheet as of December 31, 2003.

Segregated Funds as of December 31, 2003.

Wells Fargo Bank reconciliation as of December 31, 2003.

Wells Fargo Checking and Premium Market Rate Statements for December 31, 2003.

REPORT OF THE COMMITTEES

Archives - PWDCA Archive National Specialty Video Preservation Proposal (Janet Boyd-Kristensen)

The PWDCA archives holds VHS copies of most of the national specialties over the history of the club. This media begins to degrade after 10-15 years and is no longer viewable. With that in mind, the 1st, 2nd, and 3rd PWDCA National Specialty videos are at great risk of being lost to us forever. Many of these videographers are no longer in business and copies are therefore unavailable for purchase and replacement.

Bill Weber of Specialty Video (videographer for 2002 and 2004 nationals) has the capability to convert our VHS tapes to a more stable DVD format (expected to last for 100 years).

A motion by Steve Dostie, second by Kris Cofiell, to convert all the PWDCA specialty tapes into DVDs, at a total cost of \$2040.35 plus shipping, was approved unanimously.

Awards Committee- Pin report for January- December 2003 (Verne K Foster)

Total pins distributed -394

Total pins sold-17 @5.50 = 93.50

Pins awarded free- 377

Postage costs for year- 177.37

By Events: Breed-181, Obedience- 54, Agility-71, Tracking-7, Water-72, Service- 9

Total distribution by Month: Jan-39, Feb-33, Mar-25, Apr-19, May-29, June-26, July-28, Aug- 37, Sept-59, Oct-41, Nov-18, Dec- 40

Welcome and Work- Barb Niemann reported that Bob Candage will take over as Chair of the committee. He has been asked to submit a new committee mission statement and budget to the Board by the next board meeting.

UNFINISHED BUSINESS

New Associate Members- This is a partial list of new members, due to the membership renewal volume at this time of year.

Helder	Almeida	Tammy	Hibberson
Carleen	Austin	Judith	Landon
Chris	Bynes	Helen	Limoncelli
Brian	Deutsch	Emily	Miles
Lori	DiLauro	Diane F.	Petra
Dennis & Nancy	Draplin	Norm	Stiefel
Mary	Hart	Leigh	Tobias
		Beverly & Thomas	Vantre III

2002 Specialty- Final funds due from PWDCGC were received on January 23, 2004.

2003 Specialty- Live Auction Regional Cup Challenge report received from Ann Jackson and forwarded to Steven Bean. Barb Niemann will request the Silent Auction report which is outstanding.

2004 Specialty-

- **Agility** - Motion to approve Pam Coffeen as agility co-chair for the 2004 specialty was approved unanimously. (co-chair Audrey Hawthorne was approved at a previous meeting.)
- **Trophies**—(design on file) Approved as submitted.
- **Proposed Fee Schedule-** (on file) Approved as submitted.
- **Specialty Storefront:** Development is proceeding on schedule. The Storefront will be available for preview by the Board around February 20th, and it will go live March 1st. The first direct mail piece is scheduled to be in the homes March 15.

2005 Specialty Bid from the DelMarVa PWD Club—[proposal on file] Tabled until officers have time to go over the proposal in detail.

Breeder Education Committee- The Board requests that the committee develop a checklist for “How to Find a Good Breeder” to be posted on the PWDCA web site, to assist puppy buyers in finding reputable breeders. It should be PWD-specific and complement other information already included in the Puppy Packet supplied by the club. Lisa Baird will contact the committee to discuss the project.

National Specialty Advisory Committee- Updated committee description: "This standing committee was formed with the purpose of providing guidance to Host Clubs through the procedures and issues of organizing and conducting a National Specialty.

The committee's recommended size is six persons (chair and five committee members). These six members shall be the chairmen of the previous three PWDCA National Specialties (or a designee), the chair of the upcoming National Specialty, one "key player" from any of the aforesaid National Specialties (to be selected and appointed by the Board based on input from Specialty chairmen), and a PWDCA Board Member. The PWDCA Board Member shall chair the Specialty Advisory committee.

Immediately following each Specialty, the committee shall review the National Specialty Manual and submit suggested changes to the PWDCA Board for approval. During January of the year following the National Specialty-the member of the earliest Specialty will be replaced by the chair of the most recent Specialty."

Steven Bean left the meeting at 6:31 PM.

Rescue Policy Implementation- Carole Doerr-Allen has been asked to draft a plan to implement the newly adopted Rescue policy to: A) Identify committees and communications that are impacted by New Rescue Policy. B) Develop procedures for incorporating the new rescue policy into their respective communications/procedures. Leslie Arner volunteered to assist with administrative tasks, if needed. Steve Dostie will request that Carole's report be presented at the next Board meeting on March 8.

Truth in Courier Advertising- According to Advertising Policy as set by the PWDCA, Inc. effective June 28, 2001: "Submission of ads: If an advertiser provides false information, a notice will be published in the Courier and the advertiser will be suspended from advertising for a year."

NEW BUSINESS

Mid Gulf Club Water Trial- Barb Niemann will speak with Betty Kay about scheduling options for the water trial at the AgriCenter in Memphis, in order to avoid conflicts with the National Specialty.

"Ria" Pedigree Error- Stu Freeman will write to the AKC to request changes be made in pedigrees of descendants of "Ria" DOB 7/12/68.

Meeting adjourned at 9:53 PM PST.
Respectfully submitted

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