

July 24, 2012
COA Board Meeting

Agenda:

1. Call to Order and Roll Call
2. Minutes of Last Meeting
3. Adoption of Special Rules of Order
4. Report of President
5. Report of Vice-President
6. Report of Secretary
7. Report of Treasurer
8. Report of Immediate President
9. Report of CQ Editor
10. Report of Bench Chair
11. Report of Membership Chair
12. Report of Committees
 - o Registrar
 - o Publicity & Advertising
 - o Rescue
 - o Historian
 - o Crossbreeding
 - o Health
 - o Working Dog Program
 - o MACC
 - o CNE
13. Unfinished Business
 - o Payment for Health Survey
 - o Code of Ethics Results
 - o COA Auction Wrap-Up
14. New Business
 - o Historical Document Agreement With Rick Skoglund
 - o Chinook Forums
 - o COA Rescue
 - o Outreach for Board Vacancies:
 - Rescue
 - Historian
 - Health
 - o Pet Expo
15. Schedule Next Meeting
16. Motion to Approve the Minutes
17. Adjournment

1. Roll Call

Present:

Kim Kramer
Karen Schiller
Vicky Delfino
Ed Bigos
Karen Hinchy
Dave Schiller

Kris Holleran
Pentheia Burns
Ginger Corley
Donna Canfield
Corine Lindhorst
Absent:
Kathleen Riley-Daniels

2. Minutes of Last Meeting

There being no objection to unanimous consent procedure, motion was made by Ed, seconded by Donna to dispense with the reading of the July 10, 2012 minutes.

Motion 2012-37: Passed by unanimous consent

The text of the motion is:

I move to dispense with the reading of the minutes.

3. Adoption of Special Rules of Order

The previous Board adopted several special rules of order which should be adopted by this Board. There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Penthea, amended by Penthea, seconded by Donna:

Motion 2012-38 (Roberts Rules of Order) – Passed by unanimous consent

The text of the motion is:

Resolved, That the rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with the bylaws of the Board and any special rules of order the Board may adopt.

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Penthea:

Motion 2012-39 (Voting Guidelines for Co-Chairs) – Passed by unanimous consent

The text of the motion is:

The COA Board adopts a Special Rule of order that elected and appointed positions on the COA Board are granted one vote per position. In the case of co-chairs, the division of said vote shall be agreed upon by the co-chairs. The intent is that votes should be allotted so that each position on the Board gets no more than one (1) whole vote and each Board Member gets no more than one (1) whole vote, no matter what combination of people occupy a single position or what number of positions a person may occupy.

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Dave:

Motion 2012-40 (Board Meeting by Conference Call) – Passed by unanimous consent

The text of the motion is:

The COA Board adopts a Special Rule of Order allowing meetings to take place via conference call.

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Penthea:

Motion 2012-41 (Monthly Officer Committee Reports) – Passed by unanimous consent

The text of the motion is:

The COA Board adopts a Special Rule of Order that all Officers and Committee Chairs send their updates in writing to the Secretary seven days prior to the conference call. The Secretary will compile these and post the compilation where all members of the Board will have access.

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Donna:

Motion 2012-42 (Motion Submissions) – Passed by unanimous consent

The text of the motion is:

The COA Board adopts a Special Rule of Order that encourages all Officers and Committee Chairs wishing the Board to take an action to submit a Recommendation for Action (draft motion language) along with their monthly update.

4. Report of President – Kim Kramer

- I have conducted a review of the previous Board's projects, and will be passing unfinished items along to the appropriate committee.
- Plans are underway to further develop the framework for transitioning the Board's work to the Chinook Forums.
- I am looking forward to a productive Board term!

5. Report of Vice-President – Kathleen Riley-Daniels

In my role as Vice-President, I will assist with Robert's Rules of Order. I am also interested in updating and revising the COA By-Laws.

6. Report of Secretary – Karen Schiller

- The July 10, 2012 meeting minutes have been posted, which document the seating of non-elected Board positions.
- The UKC Club Officer Change form has been completed and mailed.

7. Report of Treasurer – Vicky Delfino

- All QuickBooks files and paper files have been transitioned to Vicky from Kim. Vicky is maintaining the club QuickBooks file.
- Bank accounts will need to be changed to reflect the new President, Vice-President and Treasurer as signatories.
- Vicky has the application to transition the credit card; transition is underway.
- There should be an improved process of communicating with the Treasurer for next year's Specialty.
- The Chinook Store has had no recent activity. There have been informal discussions on changing the way the store operates.
- The Treasury is receiving payments via PayPal for the 2012 membership drive with any relevant updates from the Membership Chair, along with related check deposits.

8. Report of Immediate Past President – Ed Bigos

Nothing new to report at this time.

9. Report of CQ Editor – Karen Hinchy

- My key objective for 2012 is to move the CQ to a majority online tool.
- Only one CQ was produced in the first half of 2012. To ensure the Constitutional requirement of four issues per year, two additional 2012 editions will be produced, and perhaps an electronic-only Winter Holiday edition. This option will be addressed at the next Board meeting.
- Members will be reminded to update their profiles on the COA website to indicate their preference for receiving the CQ on paper or electronically.
- Board members have received their assignments for content submissions. I will follow up with the Litters report, assigning special notices and special event reporters.

10. Report of Bench Chair – Dave Schiller

- Preliminary discussions are underway with Karen Hinchy to hold the 2013 Chinook National Specialty in the mid-Atlantic area.
- Diana Fowler has graciously offered to assist with some Bench Chair duties such as reporting major show results and new titles to the COA-L and CQ. I appreciate Diana's help and support.

11. Report of Membership Chair – Kris Holleran

Membership has increased from 227 to 257 since the June 6 membership report. Two of these are renewals and the rest are puppy memberships.

12. Report of Committees

- **Registrar – Penthea Burns**
 - I am pleased to be working with the new Board. My aims for the coming months include getting the Crossbreeding program registry into the Breeder's Assistant pedigree program and hopefully uploaded to be web based.
 - I would like to engage in discussion about what, if anything needs to be done with the purebred registry.

- I will continue to work on single registrations of Chinooks in collaboration with the Executive Board.
 - I will serve on the Crossbreeding Committee.
 - I will continue archiving Registrar documents.
- **Publicity & Advertising – Ginger Corley**
 - I am making the final edit on a press kit (brochure, history of the breed, etc.) which members may download and take with them to events.
 - I am investigating the possibility of the COA manning a booth at the American Family Pet Expo coming up in Puyallup, Washington. More details will be provided at the August Board meeting.
 - **Rescue** - Motion was made by Kris, seconded by Corine, to appoint a COA Rescue Chair.

Motion 2012-43 (COA Rescue Chair) – Passed 11-0-0-1

The text of the motion is:

I move to appoint Dan Silvertree as COA Rescue Chair.

- **Historian** – Motion was made by Kris, seconded by Karen H., to appoint a COA Historian.

Motion 2012-44 (COA Historian) – Passed 10-0-1-1

The text of the motion is:

I move that the COA appoint Ed Bigos as the COA Historian to chair a Historical Committee including Bob Cottrell and Rick Skoglund. Bob Cottrell will be appointed as the COA Historical Archivist.

Ed reported that the COA needs to approve and execute a new agreement with Rick Skoglund regarding the loan of his historical collection to the COA. There being no objection to unanimous consent procedure, motion was made by Karen S., seconded by Penthea:

Motion 2012-45 (Historical Documents Agreement) – Passed by unanimous consent

The text of the motion is:

I move that the COA approve the historical documents agreement with Rick Skoglund and Perry Greene Kennel.

- **Crossbreeding – Donna Canfield**
I make a motion to appoint Karen Hinchy as co-Chair of the Crossbreeding Committee. Together we shall re-examine the committee's goals for the new Board term. I would value her assistance in carrying out the committee's work over the next two years. The motion was seconded by Karen S.

Motion 2012-46 (co-Chair of Crossbreeding Committee) – Passed 9-0-2-1

The text of the motion is:

I move that Karen Hinchy become co-Chair of the CrossBreeding Committee.

- **Health – Position Open**
- **Working Dog Program – Corine Lindhorst**
 - Dan Silvertree has been added as a new committee member.
 - We are pleased to award the Working Chinook Title of Merit to GreatMountain Cutler and Lee Ann Simonson.
 - We are currently working on two Novice Sled Dog applications.
- **MACC –**
- **CNE – Ed Bigos**
 - The Chinook Olympics will not be held this summer due to lack of volunteers to arrange and run the event. We expect to add another event to the fall schedule to compensate.
 - Planning for Winter Carnival is on track.
 - A Western Mass Pit Bull Terrier club has created their own training documents and they are willing to work with us to get Chinooks and their owners properly outfitted and trained for weight pulls. We should have one or two more weight pull training days on the schedule for September and October.
 - CNE membership drive and elections should be held by August. Anyone willing to serve on the CNE board should contact Kris Holleran or Ed Bigos to have their name placed on the ballot. Descriptions of the positions and responsibilities will be posted on COA-L and the Chinook Forums in the next two weeks.

13. Unfinished Business

- **Payment for Health Survey** – Agreement was reached to pay the remainder of Dr. Brand’s fee. Karen H. will contact him to see if any further information can be extracted from the samples that were submitted.
- **Code of Ethics Results**
Pentheia will post the Survey Monkey results.
- **COA Auction wrap-up**
Vicky will coordinate with Amanda Bays to ensure items are shipped when payment is received.

14. New Business

- **Chinook Forums** – Transitioning the Board to Forums will be discussed at the August meeting.
- **Board Vacancies**
 - **Health** – Outreach for this position continues and will be addressed at the August meeting.

15. Schedule Next Meeting

The next COA Board meeting is scheduled for Tuesday, August 21 2012 at 7:00 p.m. EDT.

16. Motion to Approve the Minutes

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Dave:

Motion 2012-47 (Approval of Minutes) - Passed by unanimous consent

The text of the motion is:

I move that the July 24, 2012 minutes be posted and approved by unanimous consent within 48 hours of posting.

Adjournment

There being no objection to unanimous consent procedure, motion was made by Kim, seconded by Dave:

Motion 2012-48 (Meeting Adjournment) – Passed by unanimous consent

The text of the motion is:

I move that the July 24, 2012 Board meeting be adjourned by unanimous consent following email approval of the minutes. If there are no objections by the conclusion of the vote on the minutes the meeting will be adjourned.

Respectfully submitted,
Karen Schiller
COA Secretary