

**Chinook Owners Association
Board Meeting Minutes
December 27, 2011**

ATTENDANCE

Corine Lindhorst, Past President and WDP; Ed Bigos, President; Kim Kramer, Vice President and MACC Rep; Vicky Delfino, Treasurer; Penthea Burns, Secretary and Registrar; Leslie Donais, Historian; Jude Griffin, Rescue; Kris Holleran, Membership; Ruth Lind, CNE Rep; Joyce Maley, Bench; Donna Canfield, CrossBreeding; Donna Russell, Health.
Absent: Susan Kolukisa, CQ Editor

COMMITTEE AND OFFICER REPORTS

Presidents Report

The President has nothing new to report at this time.

Secretary's Minutes

The "November Meeting Minutes" are posted on the board yahoo group in the Files Section in "Board Conference Calls 2011" in the "November 2011" folder. These minutes were approved immediately after the November Board meeting by unanimous consent using email voting.

Treasurer's Report

The most recent Treasurer's Reports are posted on the board yahoo group in the Files Section in "Board Conference Calls 2011" in the "December 2011" folder.

Vicky and Kim are in regular communication regarding the transition of the Treasury. The central items are:

1. **Quicken** - The club Quicken file needs to be sent to Vicky.
 - o Permanent transfer will take place once the bank accounts are transferred.
 - o In the meantime, I will send Vicky regular activity updates
2. **Bank Accounts** - Kim needs to go to the bank and determine the process PNC will want us to use to update the signature list. Kim will visit the bank (PNC) in the next few days to discuss this with them.
 - o Kim expects that the procedure the previous treasurer (Robert Fowler) used will be used again. This procedure was for each signer to provide copies of various forms of ID, placed in sealed security envelopes. The signing page, circulates between the signers (each adding their ID envelope) and is returned to the outgoing Treasurer to be taken to the bank.
3. **Credit Cards** - The outgoing Treasurer (Kim) will contact PNC Visa to begin the transition of the club credit card from herself to Vicky. At the same time, the CQ Editor will (finally) obtain her card. The Bench Chair is also entitled to a card, and Kim will connect with Joyce to get her information.
 - o The club requires each card holder to agree to the following signing statement (approved in motion 2007-14 part 2). This specific statement was not approved by the entire Board, but has been used many time by various card holders:
 - *I consider it a privilege to have a Chinook Owners Association credit card*
 - *I will use it only for the purposes stated earlier in this e-mail*
 - *I will not allow anyone else to use the card that has my name on it*
 - *I will not give the credit card information to any other COA Board member*
 - *I realize that I am the only authorized user*
 - *At no time or any reason will I use this card for personal reasons*
 - *I will immediately notify the Treasurer of loss or possible misuse*
 - *I will on the last of each month send a complete accounting of credit card use to the Treasurer*
 - *If at all possible I will provide the Treasurer with the original receipt (for tax purposes)*
 - o The timing of the transition of the credit card will need to be carefully considered: It can not occur until after the publication of the next CQ, and possibly the posting dates for the charges for the website (Media Temple) and Google Adwords as well.
4. **PayPal** - the PayPal account cannot be transferred until the signature card for the bank is completed, as that document is needed to complete the process.

Registrar

The Registrar submitted an article to the Winter edition of CQ on CrossBreeding registration.

Rescue Committee

The Rescue Committee is working on one new inquiry for rescue Chinook, one inquiry about Nook-alike in GA rescue, and one inquiry about potential Chinook mix needing rehoming in Maine.

Working Dog Program

The WDPC is pleased to announce that Craig Watson and Channahon Wasco Yukon have been awarded their Novice Sled Dog certificate.

Code of Ethics

The CoE Committee has updated the survey and Karen Hinchy has formatted the survey using Survey Monkey and in accordance with feedback received in the November 2011 Board meeting. The survey has been "tested" to work out any technical glitches. An email will be sent to COA members in December informing them that a survey will be conducted. This email included the current and proposed CoE. The survey will be sent just after the New Year holiday.

Historian

The COA Historian is donating a very old book made in 1930 to the club. It is the "*Paramount Newsreel Men with Admiral Byrd in Little America*". For history buffs it includes many photos of the first expedition. I also plan to scan the book and add it to the archives since it is so fragile.

Chinooks New England

Chinooks New England representative prepared an article about the upcoming Winter Carnival for the CQ, and in the process of preparing it found a new B&B right up the hill from the Remick Farm. The Highland B&B welcomes dogs in the rooms, and is walking distance from the event. The 18th Annual Chinook Winter Carnival will be held at the Tamworth Winter Carnival on February 11, 2012.

Nominating Committee

The Nominating Committee has corresponded via email. Introductory documentation (pertinent passages in the by-laws) and lists of previous Board members have been circulated. The committee is in a mild holding pattern as one of its members underwent a medical procedure, and anticipates continuing its work in the next week or so.

CrossBreeding Committee

The Committee has been pushing toward its two current goals:

1. Making a list of questions we need answered in order to make diversity decisions. The list is complete and approved by most of the Committee's membership. The first item (creating a list of all breedable Chinooks) will be directed by Richalene Kelsay with Donna Russell and a final member from the Chinook Club of America. The information to be collected will be submitted to the CBC before the requests are e-mailed to breeders.
2. Discussing our diversity questions with UKC, requesting input about how they have helped other small breeds and what geneticists and/or other experts they recommend to us for advice. We have been unable to get a return phone call from UKC.

The CrossBreeding Committee proposed one dog who was approved with a vote of 5 in favor, 1 opposed and 1 abstention. The dog's approval has been challenged to the Board by the dissenter.

One more dog is currently being submitted for Cross-to-Pure consideration.

Dr Carmen Battaglia has indicated that he is willing to work with the CrossBreeding Committee.

Health Committee

The Health Committee is still in the process of finding someone to analyze the data of the Crossbreed Health Survey. I have sent a follow up email to Dr. Estelle Hrabak from UNH and from Stephen Brand Ph.D. Dr. Brand's Curriculum Vitae and work experience is filed in the board yahoo group for review. Kim Kramer had another resource who may be available for discussion of this in February. There is currently around \$2,000 in the Health Fund, additional funds in the general fund or a fundraising. We will be working with the Cross Committee to help with some of the discovery

portions of their present subject of addressing Chinook Genetic Diversity. The CERF, OFA, and Health Flash article has been sent in for the next CQ.

Membership

The COA welcomed 3 new members since the last report. Membership has been working on statistics of lapsed members and recruitment of former CDCA members. A summary of this can be found in the files for this meeting. At this point in the year, any plan approved to reconnect with lost members might best be served by rolling the plan out with the 2012 membership drive. Members will receive their first renewal notice during the month of January. A reminder about the renewal drive is in the next CQ.

History and statistics for discussion of recruitment of lapsed/lost members.

Current Members = 205 (16 on privacy settings) vs. 172 at end of last membership drive.

CDCA Members Joining the COA

- Gift memberships offered in 2007 via stamped postcards with check boxes.
- Proposal for follow-up emails and phone calls to 70 that did not respond.
- Numbers are a bit off. Spread-sheet shows 150 with 33 highlighted. That would leave 117 no response or join, not 70.
- Current comparison shows that 37 CDCA members are current and 113 are not. Some names are recognizable as being active in other Chinook Clubs.

COA

- 33 active members did not renew
- Combined CDCA and other non-renewals (lapsed) =164
- Total: approximately 197 combined non-renewals 2007-2011
Some on list have joined since April, some have not.
- 67 Former members and members that lapsed within the past two years (or slightly more) were notified via email twice and USPS one time. Those with no email addresses received 2 reminders via USPS.

We will include lost members in the upcoming renewal and engage Board members and breeders in doing follow up calls. This will be done via email or postal mail.

Motion 2011-56: Membership Drive Expenses

I move that the COA authorize up to \$350 for expenses related to membership renewal for lost members.

Motion by Kris Holleran

Second by Vicky Delfino

Motion was passed by unanimous consent.

CQ Editor

Production is underway on the winter issue of the Chinook Quarterly. The next CQ deadline will be March 14, 2012. The CQ Editor needs submissions to be more timely.

Bench

The COA has secured Thursday, June 14, 2012, at Kalamazoo, MI, in conjunction with the 2012 UKC Premier, for the 2012 Chinook National Specialty. The process of selecting the 2012 National Specialty judge has started with recommendations from the COA membership. The COA Board and other COA Members in Good Standing will be involved in the selection process. This group will do business at SpecialtyJudge@yahoogroups.com. This group is open to all COA Members in Good Standing, to participate as workers or observers. The judges list will be posted as soon as all members join the list. Members will be invited as soon as the committee gets started.

The Chinook National Specialty Working Group is located at CNSWG@yahoogroups.com. The group is a place where we can talk together to develop a good National Specialty plan. This group is open to all COA Members in Good Standing, to participate as workers or observers.

Pentheia, Ed, Joyce and Kim will work on the paperwork at the end of this meeting and the Secretary will submit the Specialty paperwork.

Publicity and Advertising

In the November Board meeting, Penthea Burns and Jude Griffin were tasked with identifying a candidate for Publicity and Advertising Chair. They developed an outreach strategy and have identified 13 candidates. Penthea and Jude will follow-up with viable candidates over the next four weeks and present to the board the list of candidates, their qualifications, and a recommendation for Chair at the January 2012 meeting.

Action Taken: *Motion 2011-55: Reconsideration of Publicity and Advertising Chair Candidate is tabled until the next meeting.*

Vacancies – Publicity and Advertising Chair; Secretary.

UNFINISHED BUSINESS

Motion 2011- 46: Member Synchronous Access to Board and Executive Board Meetings (Joyce)

I move the Board and Executive Board allow the membership synchronous access to both the Board meetings and the Executive Board meetings.

Motion by Joyce Maley

Second by Ed Bigos

Donna Russell requested that the COA Constitution be reviewed in preparation for this discussion.

Action Taken: *The Board agreed to appoint a committee to work on developing more clear plans for Motions 2011-46 and 2011-54. Kim Kramer, Ed Bigos, Donna Russell will serve as board members and identify 2-3 non-board members to add to the committee. Peter Russell may be interested in this.*

NEW BUSINESS

Motion 2011-50: Chinook Cross Program suspension and independent audit (Joyce)

I move the COA suspend the Cross Program until an independent audit of all the existing cross to pure dogs has been completed, paperwork required by the Cross Program documents for each dog is produced, and all the information is reviewed by the full COA Board.

Motion by Joyce Maley

Second by Ed Bigos

Action Taken: *Ed withdrew his second and Joyce withdrew the motion. This is being referred back to the CrossBreeding Committee for discussion on how application packets are compiled and archived, as well as clarifying CrossBreeding Program procedures.*

Motion 2011-51: COA Officers and Bank Accounts

I move that the COA Board adopts the following Standing Rule regarding the installation of new officers that the following officers will be placed on the signature card for the COA Bank Accounts:

- President
- Vice President
- Treasurer

Motion by Kim Kramer

Second by Ed Bigos

The outgoing and incoming Treasurer agree that the Board should decide which officer signatures should be on the signature card and present this motion to the Board for discussion. The current motion that guides this action (2007-14 part 1) indicates that two additional people should be on the bank signature card.

Motion passed by unanimous consent.

Motion 2011-52: Additional Order of 2012 COA Calendars

The COA Board approves a second order of the 2012 Chinook Owners Association calendar. These calendars will be offered on a pre-order basis. Orders placed via US mail must be postmarked by Monday, January 2. Orders placed via PayPal must be placed by Friday, January 6. The calendar order will be placed on Monday, January 9 with receipt of the calendars anticipated by January 21, and order fulfillment completed by the beginning of February. The price will be the same as with the original order: \$19.00 each. We will add 10 additional calendars to the order.

Motion by Kim Kramer

Second by Ed Bigos

The COA Calendar Sale completely sold out of its run in an unbelievably short period of time. There appears to be a general consensus that a second order needed.

Motion passed by unanimous consent.

Motion 2011-53: COA Calendar Pricing Structure

The Board approves the following pricing for the 2012 COA Calendar Sale: The calendars are \$19.00 each. There is no quantity discount, no shipping fee, and no PayPal transaction fee.

Motion by Kim Kramer

Second by Ed Bigos

The COA never formally approved the pricing structure for the first batch of calendars. Just to be complete and correct, I'd like to place this motion up for discussion for agreement via unanimous consent.

Motion passed by unanimous consent.

Motion 2011-54: COA Board and Committee Agendas and Meetings

As the COA Boards and Committees act in the interest of the membership I move that COA adopt a "sunshine rule" policy to amend the standing rules to open all the meetings of all Boards and Committees to membership oversight. The recommended practice shall be to create an online forum or group for each Board or Committee where all COA business shall be conducted and all relevant documents shall be stored. Board and Committee members may post. Upon their request any COA member in good standing would be granted access to view the discussions and view the documents, but not post unless posting is allowed by a specific Board or Committee.

It is understood the Board may pass a motion to enter Executive Session on rare occasions to investigate complaints or personnel matters. In accordance with Robert's Rules of Order the details of Executive Sessions will not appear in the public record.

Wherever possible the COA Boards or Committees will post an agenda to COA-L and the group site ahead of a scheduled meeting and post meeting minutes to the group site as soon as possible after the meetings. Any problems or complaints that the policy is not being followed will be referred to the full COA Board for resolution.

Motion by Ed Bigos

Second by

Action Taken: The Board agreed to appoint a committee to work on developing more clear plans for Motions 2011-46 and 2011-54. Kim Kramer, Ed Bigos, Donna Russell will serve as board members and identify 2-3 non-board members to add to the committee. Peter Russell may be interested in this.

NEXT BOARD MEETING

Tuesday, January 24 at 7:00 pm eastern time.

ADJOURNMENT

Motion 2011-57: Approval of December Meeting Minutes. Penthea Burns moves that the minutes be posted and approved by email vote within 24 hours of posting.

Second by Ed Bigos.

Motion 2011-58: Adjournment

Ed Bigos moved that the December 27 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 minutes the meeting will be adjourned. Second by Jude Griffin.

Respectfully submitted,

Pentheia Burns

COA Secretary