

**Chinook Owners Association
Board Meeting Minutes
January 24, 2012**

ATTENDANCE

Present: Corine Lindhorst, Past President and WDP; Ed Bigos, President; Kim Kramer, Vice President and MACC Rep; Vicky Delfino, Treasurer; Penthea Burns, Secretary and Registrar; Kris Holleran, Membership; Ruth Lind, CNE Rep; Joyce Maley, Bench; Donna Canfield, CrossBreeding; Donna Russell, Health.

Absent: Leslie Donais, Historian; Susan Kolukisa, CQ Editor; Jude Griffin, Rescue

Vacancies: Publicity and Advertising Chair

COMMITTEE AND OFFICER REPORTS

President's Report – Conducting the Board meetings by Skype appears to be working well, but it is a work in progress that still needs some improvement. The webmaster has opened up the forums on the COA website for user testing. The flexibility of the forums may allow specialized discussions to be held in their own forums.

Secretary's Minutes – The “DEC 27 Minutes” are posted on the board yahoo group in the Files Section in “Board Conference Calls 2011” in the “December 2011” folder. These minutes were approved immediately after the December 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 Treasurer Reports > 2011-12 December folder.

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

1. **Quicken** - The club Quicken file has been sent to Vicky. The Quicken file has been transitioned to QuickBooks with a few “glitches” which have been resolved.
 - o Kim is sending check copies to Vicky to keep the accounts updated until the transition is completed.
2. **Bank Accounts** - Kim has discussed the process with PNC to update the signature list. The bank has accepted a copy of COA Articles of Incorporation via email. They have also accepted Vicky's ID so I may be added to the signature card. Ed will not have to submit any new ID to the bank unless his license has expired. Kim will be ID'd in person at the bank. At that point, all the new Officer's will be signatories on the account!
 - o Vicky is in the process of gathering various meeting minutes showing the transition of various people into the various offices who were named as signatories in *Motion 2011-51* in the December, 2011 meeting to send this documentation to the bank
 - o All bank account and other relevant account passwords have been passed from Kim to Vicky.
3. **Credit Cards** - This transition is still underway.
4. **Current Club Activity** –
 - o **Specialty and Roundup** – the Treasurer needs to be kept in the loop about this in order to stay on top of the financial aspect of this event.
 - o **Canadian Relocation/Rescue** – there are possibly two or three missing adoption fees. Can we set-up a phone or Skype call to get this settled?
 - o **Chinook Store** – No recent activity other than Calendar sales. Chester is updating the Chinook store on the website. Changes to the way the store operates are being discussed informally.
 - o **Membership Drive** – The Treasury is receiving payments via PayPal for the 2012 membership drive.

Registrar – The Registrar has presented two applications for single registration to the Executive Board, who recommended that they be submitted to the UKC for processing. Both applicants were CrossBreeding Program graduates – GreatMountain Abbey Jones and Callicoon Bigelow.

Rescue Committee – Jude Griffin resigned as Rescue Chair for personal reasons.

Working Dog Program - The WDPC has received 4 new applications, 3 Novice Sled Dog and 1 Novice Packing.

Code of Ethics – The CoE survey was launched just after New Year’s Day. Thus far over 30 responses have been received and the survey will remain up until the end of January. The CoE committee is discussing how to share the survey responses with members as part of the process.

Nominating Committee – The Nominating Committee has agreed to the following timeline:

January Steps:

- Monday January 16: Create questionnaire for potential nominees
- Wednesday, January 18: Solicit interest from the membership for the elected positions:
 - Accomplish this with an email (not COA-L) and snail-mail for the few members not on email.
 - Ask Webmaster how to email the membership
 - Ask Membership for addresses members without email
 - Request replies back to the committee by Friday, February 3 (2.5 weeks for process)
 - Post regular nag emails on COA-L
- Friday, January 20: Query the current officer/elected committee chairs as to their intentions regarding their position. Ask that they indicate their status by Friday, February 3. Remind incumbents to use the questionnaire that was sent to the membership.

February Steps:

- Take a look at our results. If there are 'holes' in our slate, figure out how to recruit candidates
- Recruit candidates for the 'empty' positions
- Decide who will be on our official slate
- Notify everyone of our decision

March Steps:

- Layout our sample ballot and submit to the CQ for publication; CQ deadline is 3/15.

Details: The Nominating Committee has decided that in an effort to foster more participation in the process, we will not be announcing a committee-generated slate of candidates prior to soliciting nominees from the Membership.

IMPORTANT - All the nominees will appear on the ballot. It is the intention of the Nom. Cmte. to select a recommended slate from the members who 'put their hat into the ring'. This slate will be announced, but to repeat, all nominees will appear on the ballot.

2011-46/2011-54 Committee - The committee discussions will be held on the COA website forums. Current members are Edward Bigos, Kim Kramer, Donna Russell, Peter Russell, and John Donais. Edward Bigos is the committee chair.

CrossBreeding Committee – The CrossBreeding Committee met by phone on Tuesday, January 3rd, with all members present (Penthea Burns, Donna Canfield, Connie Jones, Richalene Kelsay, Joyce Maley, Rowdy Yates). We approved the cross-to-pure application of Callicoon Bigelow whom the Executive Board has since approved.

We addressed Joyce's complaint that generations approved prior to the application of the current dog have not been attached to the current dog's application. Penthea delineated a new way of providing the information and we agreed unanimously to accept it. Board members provided feedback to improve this document and changes were incorporated.

We still need to contact Carmen Battaglia about helping with our diversity investigation. Two of us are working on a message to Carmen Battaglia hoping to determine how he could help us and if we can afford his services.

Richalene's subcommittee has completed a third draft questionnaire seeking information on current breedable dogs, which will be reviewed by the CrossBreeding Committee and then the board prior to being sent to all breeders. We hope to get that out shortly.

The CBC has finally received a reply from the UKC, but the message asked that we contact a different person which we are pursuing.

Corine asked that the Committee Chair provide an update for discussion at the next board meeting.

Health Committee – The Health Committee Chair is putting forth a motion to hire Dr. Stephen Brand to perform the data analysis of the "Chinook Cross Breed Health Survey" at the specifications included in the proposal for said work, using what monies are available in the Health Fund plus whatever additional monies, taken from the general fund, may be required to satisfy payment to Dr. Stephen Brand.

Membership – After reviewing all documents, spread-sheets and databases in our possession, Chester and I have compiled a list of lapsed COA members (all, not just from CDCA) and CDCA members that never joined the COA. This file has been posted in the membership folder as COA_CCA_Inactive_contact_info_12-19-2011.

CQ Editor – The December CQ has gone out. The deadline for the next CQ is March 12th. Susan Kolukisa resigned as CQ Editor. Kim Kramer will ask for CQ Editors to join her in discussions to identify how to sustain this role.

Bench - National Specialty – Date, location, time - The Chinook National Specialty will be held in conjunction with the 2012 premier in Kalamazoo, MI. The Specialty will be held on June 14, 2012, and will be in the first set of Breed Specialties after the completion of the Top Ten Preliminary competition and the round of Juniors Showmanship elimination rounds. This process is finalized.

National Specialty – Judge Selection - National Specialty Judge Selection Committee: Out of our list of 15 initial recommended judges, there are approximately 5 who have expressed an interest to judge the Specialty and indicated they are available. The selection process is continuing.

National Specialty – Hotels - National Specialty Working Group: We have canvassed the membership about their hotel needs. We have 9 rooms reserved and probably will need another 5 rooms. This process is continuing.

National Specialty – Banquet - National Specialty Working Group: We are tentatively looking at Thursday after our Specialty for our banquet. This process is continuing.

Publicity and Advertising – Jude and Penthea have been in the process of screening 13 candidates identified for the chair position and Penthea will continue this work.

Mid-Atlantic Chinooks - MACC has nothing new to report at this time, other than we extend to CNE "Best Wishes!" for a successful 2012 Winter Carnival.

Chinooks New England - The 18th Annual Chinook Winter Carnival will be held at the Tamworth Winter Carnival on February 11, 2012.

UNFINISHED BUSINESS

COA-L Moderators – Kim and Corine suggested that VP and IPP are COA-L moderators. Kim and Corine will make a transition plan and take over from Marne and Jess. Ed will take over moderation of the Forum. Ed will ask Chester if he would be co-moderator.

COA Forum – Do we want to consider limiting the length of post or the number of posts you can make in a day? The Forum is going well generally. Happy Tales has been a lot of fun. It would be good for the board to start using it. The WDP Committee volunteers to test it out. Ruth, Vicky and Joyce are not yet on. Donna, Donna, Kim, Penthea, Ed are on.

Specialty Planning – The Committee is discussing ideal characteristics of judges. They are narrowed down to 4 judges – Arthur David, Richard Beauchamp, Joyce Lea-Hanson, and Sonja Ostrom. Can the chair share the list of ideal characteristics of judges that was used last year? We are moved up to the first specialty of the day.

Motion 2012-01: Data Analysis of 2008 Chinook Cross Breed Health Survey - I make a motion to hire Dr. Stephen Brand to perform the data analysis of the "2008 Chinook Cross Breed Health Survey" at the specifications included in the proposal for said work, using what monies are available in the Health Fund plus whatever additional monies, taken from the General Fund, may be required to satisfy the payment to Dr. Stephen Brand.

Motion by Donna Russell

Second by Ruth Lind

Discussion - The proposal from Dr. Brand is included in board meeting documents. This proposal includes a description of the product, timeframe and cost (\$2,250). Is this reasonable? He charges \$80 per hour and it has been difficult to find another option. The Health Fund typically has \$2,000 in balance. The remaining balance of the charges not covered by the Health Fund will be paid from general funds. Rick Skoglund will be contacted to ask about a fundraiser to replenish the Health Funds. *Motion passed 10-0-0*

Items in Chinook Store – Donna interested in knowing what is available in the COA Store and having hats available in the store. Kim and Chester are working inventory. Post a question on the COA-L about what kind of merchandise people are interested in. Kim will bring merchandise to the Winter Carnival.

Publicity and Advertising Search - Penthea provided update on this search.

NEW BUSINESS

Motion 2012-02: Club Email Addresses - I move that the COA Board ask the Webmaster to add the creation of email addresses for President, Secretary, Treasurer, Registrar, and CQ Editor. The Board charges the Vice-President with relaying the request to the Webmaster, and with providing the Board with regular updates on the progress of the task.

Motion by Kim Kramer

Second by Vicky Delfino

Motion passed by unanimous consent.

Motion 2012-03: Membership for UKC Judges Who Volunteer on COA Committees - I move that the COA provide a complimentary COA membership for UKC Judges who volunteer to serve on COA Committees.

Motion by Donna Canfield

Second by Joyce Maley

Rowdy Yates currently serves on the COA CrossBreeding Committee and has for many years. He has maintained a membership in the COA during that entire time.

Motion passed by unanimous consent.

Motion 2012-04: Eliminate Pay Pal Fee for Membership Payment - I move that the COA eliminate the PayPal fee for on-line membership payment.

Motion by Kris Holleran

Second by Joyce Maley

Background Information

Eliminating the added cost of the PayPal fee may encourage more on-line renewals, which are beneficial. On-line renewals eliminate the paper check going to the Membership Chair which then has to transfer to the Treasurer.

Motion passed by unanimous consent

How is the board meeting process going?

Members thought it has been an improvement over email meetings. We need to stay on task and not micromanage committees. At the outset of the meeting the chair will ask if people have comments or questions about any items in board updates. The board meeting documents are helpful.

NEXT BOARD MEETING

Tuesday, February 28 at 7:00 pm eastern time.

ADJOURNMENT

Motion 2012-05: Approval of January Meeting Minutes. Ed Bigos moves that the minutes be posted and approved by unanimous consent within 48 hours of posting. Second by Kim Kramer.

Motion 2012-06: Adjournment - Ed Bigos moved that the January 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 minutes the meeting will be adjourned. Second by Kim Kramer.

Respectfully submitted,
Penthea Burns
COA Secretary