

COA Board Meeting

February 28, 2012

Minutes

I. Roll Call

- Present: Corine Lindhorst, Past President and WDP; Ed Bigos, President; Kim Kramer, Vice President and MACC Rep; Vicky Delfino, Treasurer; Kris Holleran, Membership; Ruth Lind, CNE Rep; Joyce Maley, Bench; Donna Canfield, CrossBreeding; Donna Russell, Health.
- Absent: Penthea Burns, Registrar (it should be noted that the Registrar voted by email for motions included in the agenda)
- Vacancies: Publicity and Advertising Chair, Historian, CQ Editor, Rescue Chair, Secretary

II. Presidents Report

I am pleased to see the Judge for the 2012 Specialty has been selected. The process to select the judge and coordinate the planning of the Specialty has been moved to Yahoo groups to open up the process. In addition it can provide a template of the tasks necessary to put together a Specialty. It will help document the process for future Specialty Committees.

The new COA forums are still a work in progress, but they appear to have great potential to improve communication among the membership. We are presently enjoying the benefits of Chester Holleran's work to improve the online membership management software. Special thanks go to Chester Holleran for another big leap forward with the forums.

III. Secretary Minutes - The "JAN24 Minutes" are posted on the board yahoo group in the Files Section in "2012 Board Conference Calls" in the "January 2012" folder. These minutes were approved immediately after the January Board meeting by unanimous consent using email voting.

Motion 2012-10: Approval of February 2, 2012 Board Meeting Minutes

I move that we approve the board meeting minutes for February 2, 2012.

Motion by Ed Bigos

Second by Donna Canfield

Motion passed by unanimous consent

IV. Treasurer's Report **Treasurer's Report** - The most recent Treasurer's Reports are posted on the board yahoo group in the Files Section in "Treasurer Reports" in the "2012-01 January" folder.

Vicky and Kim are in regular communication regarding the transition of the Treasury duties. Vicky is maintaining the club QuickBooks file. Kim is sending check copies and information about deposits to Vicky to keep the accounts updated until the transition is completed.

The process of having Ed, Kim and Vicky as the signatories on the account is still proceeding. Vicky submitted all meeting minutes to PNC in January. This transition with credit cards is still underway.

The Treasurer needs to be kept in the loop about the Chinook National Specialty in order to stay on top of the financial aspect of this event.

There are possibly two or three missing adoption fees from the Canadian Relocation/Rescue. Kim asked in Jan. that a Skype call be set up to get this settled.

No recent activity with the Chinook Store. Informal discussions on the way the store operates are taking place. See Vice President updates.

The Treasury is receiving payments via PayPal for the 2012 membership drive with updates from Kim Holleran.

V. Committee Reports & Updates

Vice President Updates – Kim and Corine have corresponded and will work with the outgoing COA-L moderators to get up to speed on process and procedures.

Kim brought up Chinook Store items to Winter Carnival and very few items were sold. Ed brought his store stock, so Kim will be completing a new inventory for Chester. Regarding the new on-line store, Chester has ideas and once other tech issues are settled, he will give his attention to the store.

The new COA email addresses are set up for President, Secretary, Treasurer, and Registrar (e.g., President@chinook.org).

Registrar – The Registrar has been working with the CrossBreeding Committee to obtain approval of a Cross to Pure application for Callicoon GreatMountain Callie. The UKC Single Registration application will go before the Executive Board upon approval of the CrossBreeding Committee.

Nominating Committee – The Nominating Committee has a candidate(s) for every position save one. One position has multiple candidates. The committee is asking for candidate statements (has asked for these statements from the contested position asap) and provided a list of prompts each candidate might use.

The committee will deliberate and choose among the candidates for the contested position. Our original notification deadline was 2/27, but the candidates for the contested position have been informed that depending on the schedules of the committee we may not be able to notify them until the 29th.

The committee will recruit for the open position, and we don't anticipate any trouble in meeting the CQ deadline.

CQ Editor - Kim posted a note on the COA-L, and has received positive responses from quite a few past editors about participating in a conversation about sustaining this role. The deadline for the upcoming CQ is March 12.

CrossBreeding Committee – The Breeder Survey and its Cover Letter are being finalized for distribution on e-mail (with several by USPS).

On Friday, February 17th, I was able to speak with Vicki Rand at the United Kennel Club, a call which I initiated to Angela Smith the second week of December (two months previously). After weeks of phone, e-mail and fax efforts from me, Angela told me in January that she was giving my message to Vicki who was better qualified on our topic. She did not say whether she had asked Vicki to respond to me.

When I told Vicki who I was and began to say whom I represented, she interrupted me to say my letter was long and she needed time to read it. I told her it boiled down to one issue: do we have enough diversity in the Chinook breed and can the UKC help is determine the answer. Her response was that Chinook owners would have to decide that answer themselves. I explained that we were conducting a survey of breeders.

I told her we hoped the UKC would share with us its experience with small breeds. She said small breeds would not admit to diversity issues, because that might affect their prices! I think because I kept requesting help, she offered to take my letter to UKC's President and see if he had any ideas. She said I would need to give her a couple of weeks to arrange a meeting with Wayne Cavanaugh. I will be pleasantly surprised if she does get back to me. I am disappointed in UKC's member services.

Health Committee – The Health Committee Chair has been in contact with Dr. Stephen Brand and hopes to get the contract, which is under Board review, accepted and all information sent to him soon. Quarterly OFA & CERF results will be sent to the CQ for publishing. Assistance to the CrossBreeding Committee by the Health Committee will be ongoing as they need it.

Code of Ethics – The Code of Ethics Committee has completed a survey of COA members on the proposed CoE. The complete survey results are posted in the February 2012 board meeting folder. We would like to provide these comments to COA members. The Committee will provide an analysis of the comments to inform the board about next steps. This will be ready for the March board meeting.

Historian – The COA Historian, Leslie Donais, submitted her resignation as club historian due to health reasons. Leslie will contact Rick Skoglund to make plans for the Perry Greene archives placed in her care.

The board regretfully accepted Leslie's resignation and thanked her for her years of service.

Membership – The 2012 membership drive is in full swing. To date, 32% of active members have renewed and 15% of immediate past members have renewed. The invitation to join letters to lost members and past CDCA members will be mailed next

week. A second blast of email or USPS reminders to members that have not renewed will be sent next week.

Eighteen puppy memberships have been purchased since the last report!

Two members have resigned from the club citing dissatisfaction with the current Board.

Working Dog Program – The WDPC is currently working on 4 applications. We are also looking for a new member for the WDPC. If you are interested please contact Corine Lindhorst at hiplain@mt.net.

Rescue – We have received one application for a rescue Chinook. All other business has remained the same.

Bench - Sonja Ostrom has been selected as our Specialty Judge. We do not yet have a support person for the Judge, but I expect she will be quite independent as she is also exhibiting later in Premier, and should have her own transportation. Karen Hinchy (location research), Kim Kramer (funding) and Ed Bigos were members of our 2012 team for the Annual Banquet. The Banquet time and place is set at the Press Box at Gallaghers and the menu is turned in. We have the deposit paid and it has been posted on COA-L.

Karen Schiller is working on the exhibitor goodie bags. Ed Bigos is developing an Historical Table Presentation that will be at ringside during the Specialty. Penhea Burns is organizing a committee to plan and implement the Silent Auction. Sandy Smith, Ed Bigos (idea person), and Kim Kramer (idea person) is working on all the prizes and ribbons.

We do not yet have a person to work exclusively on the Premium listing, but we do have a template we can use. We do not yet have a Show Secretary.

Mid-Atlantic Chinooks - MACC has nothing new to report at this time.

Chinooks New England – Winter Carnival ROCKED! It looked to me like we had 35 or 40 Chinooks, despite having had to cancel the dogsled rides the week before. Chinooks mingled in the ring, and met with the public, who could get up close and personal for hugs and pets.

After the meet and greet, many of the Chinooks and their families traveled up the hill to Wonalancet farm, where the church was open and anyone who cared to do some sledding could run their dogs on the Intervale. A group photo in front of the church will provide a lasting memento in the CNE and COA historical files.

At the CNE annual meeting, President Ed Bigos announced elections this coming spring. Kris Holleran and Ruth Lind will not run for re-election, so those positions will be open. Melissa and Marshall Drury will work with Rick Skoglund on next year's 19th Winter Carnival, and will work toward taking full organizational responsibility for the event in 2014.

Vacancies – Publicity and Advertising Chair, CQ Editor, Rescue Chair, Historian, Secretary

VI. UNFINISHED BUSINESS

- *Chinook National Specialty*
 - See Bench Chair summary
- *Code of Ethics – providing survey summary to COA members – how, where, when?*
 - See COE Committee Summary. The results from Survey Monkey have been posted for the Board's information. The Committee is determining next steps and will report back at the March meeting.
- *CQ March 12 deadline for materials – who has material for submission?*
 - Kim exchanged emails with Susan K. (previous editor), and she has graciously agreed to layout the spring edition of the CQ.
 - Kim contacted Susan in her capacity as the Chair of the Nominating Committee. The timely publication of this issue is critical to the Nominating Committee because of bylaws requirements regarding the public disclosure of the Committee's slate of nominees and their candidate statements. It is also important that any candidates outside the slate also appear in that issue, along with their statements, and that the Committee encourage any member who is interested in serving in an elected board position to become a candidate.
 - The Spring CQ has the potential to be a large issue. Coverage of Winter Carnival, and the Premium for the Specialty should also appear in this issue, however because of the election materials, this printing date for this issue CAN NOT be delayed.
- *Vacancies*
 - Secretary – Because of the complexity of the position, the upcoming election and the short time remaining for this body, the Board agreed to come together and accomplish any secretarial tasks that need completing for the remainder of the Board term
 - February meeting materials (Officer/Committee updates and proposed motions) were started by Penthea (prior to her resignation taking effect), and the minutes were completed by Kim. Ed tracked the motions and voting
 - March meeting materials will go to Kim and Donna Canfield will complete the minutes. Ed will continue to track the motions and voting
 - Historian – Ed is pursuing a candidate to become COA Historian – He (Ed) will report back to the Board at the March meeting.
 - Rescue – Ruth suggested a candidate to become the Rescue Chair. Ed will follow up with the individual to determine interest and report back to the Board at the March meeting.
 - CQ Editor – The Board discussed the likely need to publish a 'summer' issue prior to the new Board (with a new CQ editor) being seated. Kim will contact the former editor and the current candidate for the position to discuss options, and will report back to the Board at the March meeting
 - Publicity and Advertising – no action taken this month

VII. NEW BUSINESS

- **Motion 2012-11: Accepting the Resignation of Secretary Penthea Burns**

I move that we accept the resignation of Penthea Burns as COA Secretary, effective February 28, 2012. Penthea Burns retains her position as Registrar.

Motion by Ed Bigos

Second by Ruth Lind

Motion passed by unanimous consent

Background Information: Penthea submitted her written resignation to the board due to health reasons on 2/17/12 with the request that her resignation be effective 2/28/12.

- **Dividing the Secretary's responsibilities** – see Unfinished Business > Vacancies > Secretary

- **Motion 2012-12: Accepting the Resignation of COA member John Donais**

I move that the Chinook Owner's Association accept the resignation of John Donais. It is understood that Leslie Donais will retain a Single-Breeder membership. As we are in the membership renewal period which ends on March 31, 2012, the COA will refund the cost of the change from a Family-Breeder to Single-Breeder membership.

Motion by Ed Bigos

Second by Joyce Maley

It should be noted that due to contractual relationship with the Donais, Donna R. recused herself from the discussion and vote on this issue.

Motion passed 9-0

Background Information: John submitted his resignation to the board on 2/18/12 with the request that this resignation be effective immediately. The COA Constitution, in Article IX, Section 5, says

"Section 5. Membership may be terminated by the lapse of dues payment after March 31, or by suspension as provided by Article X, Section 2 of these Bylaws. Written resignation to the Secretary will be accepted."

The Constitution does NOT specify that the resignation must be accepted immediately and the Board agreed to take up this resignation following other business that needed to be attended to prior to accepting his resignation. As this resignation is occurring during the membership drive a refund should be provided which represents the difference between a Family / Breeder membership and a Single / Breeder membership.

- **Motion 2012-13: Rick Skoglund release from agreement**

We move, that Rick Skoglund be released from his commitment made at the time of the CDCA/COA merger not to serve on the COA Board or as chair of a COA committee.

This motion is made in light of his strong demonstration of positive contributions to the Chinook breed, and to the Chinook Owners Association since the time he voluntarily entered into the aforementioned agreement. The COA Board wishes to acknowledge Rick's contributions, appreciate his efforts, and welcome him back to full good standing as a member of the COA.

Motion by Ruth Lind and Ed Bigos

The second is Joyce Maley

Motion passed 7-0-2

- **Resignations and refunds** – The Membership Chair led a discussion on the policy of issuing refunds to resigning members and/or allowing resigning members to direct their membership funds to be applied to specific areas. The Board agreed that this is another issue to be addressed in bylaws review, but in the short term, any member who decides, after paying their membership dues, to resign while the membership drive is still underway (the drive ends on March 31) is entitled to either a refund or may apply the amount of their membership to a specific budget item.

- **Policy regarding a date that one must be a member to be eligible to vote** – The Membership Chair led the discussion. The Board agreed that the cutoff date cannot be before the end of the membership drive, but cannot be so close to ballot mailing date as to cause an undue burden on those executing the elections. The Board further agreed that a specific date should not be designated because of the ‘floating’ nature of the date of events that surround the COA Annual Meeting (specifically the Chinook National Specialty). The cutoff date needs to be determined within each individual COA Board term.

- For 2012, the Nominating Committee and the former Secretary determined that:

- The Specialty will take place on Thursday, June 14. The Annual meeting will take place on or around that date.

- The counting of the ballots should be completed on or around Memorial Day (May 28, 2012) and that the results will be announced on or around June 1, 2012.

- In order to allow for sufficient time for counting, the ballots must be postmarked at least 10-14 days before the targeted announcement date; for 2012, this is on or around the week of May 14-19.

- In order to allow for sufficient consideration of the ballot, the voting materials need to be sent to the membership no earlier than 30 days prior to the mailing deadline (per bylaws). For 2012 this is on or around the week of April 23-27.

- In order to allow for timely printing and mailing of the ballot, labels need to be printed in advance. Therefore the Board agreed that for 2012, the cutoff date for memberships to be eligible to vote in the election will be Friday, April 20, 2012.

- **Upcoming elections** – The Chair of the Nominating Committee was asked about the process of the elections. The Nominating Committee Chair reminded the Board that according to our bylaws, the Secretary is the officer charged with executing the election. The board realizes that the position of secretary is currently vacant, and discussed general election protocol. The Chair of the Nominating Committee acknowledges the logic in her continuing to move the process forward, with the assistance of the board. She also intends to contact the last COA Secretary to conduct an election for guidance.

- **Point Person to approve changes to the COA Website** – The Webmaster has requested that the Board designate one person to approve changes to the website. The Board deliberated, and determined that for the remainder of this board term, President Ed Bigos will be the individual to approve content.

- A suggestion was made (for the website) that a place be created for available non-rescue adult dogs.

VIII. Adjournment

Motion 2012-14: Approval of February Meeting Minutes. Donna Canfield moves that the minutes be posted and approved by unanimous consent within 48 hours of posting. Second by Corine Lindhorst.

Motion 20112-15: Adjournment – Donna Canfield moved that the February 28, 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 Corine Lindhorst.

Respectfully submitted,

Kim A. Terry Kramer
Vice President