



November 30, 2023

COA Board Meeting Minutes:

<https://us02web.zoom.us/j/85257032814>

**COA Mission Statement (adapted from Constitution and Bylaws):**

*To promote the public's knowledge and appreciation of dogs in general and Chinooks in particular; To produce, publish, and distribute to the general public educational materials about the proper care, treatment, breeding, health, development and training of Chinooks; To support and promote study and research on the history, character, breeding, genetics and particular health problems of Chinooks; To establish a national database of resource materials about the Chinook; To further understanding of the disease, defects, injuries and other ailments that afflict dogs in general and Chinooks in particular; To acknowledge and advance the critical role of an UKC National breed club in providing education, health research and support of rescue for the benefit of the general public, purebred dogs, and Chinooks in particular; To conduct activities including sporting events, licensed events, specialty shows, working certificate tests, obedience, agility and tracking trials, and other such activities and events as may be held under the rules of the United Kennel Club, in furtherance of the above purposes; To urge members and breeders to be guided by principles of good sportsmanship, including fair and honest conduct, and to accept the standard of the breed as established by the COA and the United Kennel Club (UKC) as the only standard of excellence by which the Chinook shall be bred and judged. To otherwise preserve and protect the Chinook and to do all things possible to promote its natural qualities, including the encouragement of regional activities and/or interest/study groups.*

**Board Meeting Agenda:**

1. Call to Order and Roll Call of Board Meeting 1904 cst
  - a. Meeting called to order:
  - b. Present: Brenda Dean, Corine Lindhorst, John Habermehl, Pam Turner, Bob Cottrell, Daniela Metz, Rick Prausa, Brendan Aldrich, Jon Jolly, Kristy Jolly, Karen Hinchy
  - c. Absent:
  - d. Excused:
2. **Report of President - Brendan Aldrich**
  - a. Report:
    - i. Potential treasurer candidate.
  - b. **Action Item:**
    - i. UKC notification on board change is required. Will check on the status of the submitted report. **In progress**
    - ii. Invite UKC new leader to board meeting to explain any changes that have or will occur. (Brendan) **IN PROGRESS**
      1. Once we complete the UKC board change, Brendan will initiate this.
3. **Report of Vice-President - Daniela**
  - a. Report: No update

b. **Action Item:**

4. **Report of Secretary - Pam Turner**

a. Report:

- i. COA Board Meeting schedule through Google Meet
  1. Board Google Accounts
  2. Zoom meetings will be canceled
  3. Please accept 2024 series
  4. Link to 2024 Board Meeting Folder will be added to invite
  5. Automatic meeting reminders will be set for:
    - a. 1 week prior
    - b. 3 days prior
    - c. 6 hours prior
  6. Text messages will continue to be sent
- ii. Begin Recordings of meetings
  1. Automatically placed in Recording Folder in Google Drive
- iii. Google Meet tutorial videos
  1. [https://youtu.be/u-Hob5pjJSA?si=8\\_iF7rDK\\_E\\_Dci98](https://youtu.be/u-Hob5pjJSA?si=8_iF7rDK_E_Dci98)
  2. <https://youtu.be/heTU3oFeOtc?si=TWEM9rUEHQCF2oJ>

b. **Action Item:**

- i. **Next meeting will be held initially in Zoom and then will move to Google Meet**

5. **Report of Treasurer - Vacant - Brendan Aldrich**

a. Report:

- i. Brendan meeting with accountant to assist with bringing reports up to date
- ii. May have a potential new treasurer
- iii. Brendan has received \$48,000 in checks from Vicky to transfer club funds from TD Bank to Chase Bank. These will be deposited at Chase tomorrow (12/1)
- iv. Working with Vicky to transfer PayPal account to COA Treasurer

b. **Action Item:**

- i. **Look at using a accounting to up date our books out of the 2019 format**
  1. Brendan will obtain a quote and bring to next meeting
- ii. **Past treasurers monthly reports by the next meeting.**
- iii. **Jon will reach out to Monica to see if we can get a batch of photos & the cost.**
  1. Jon emailed Monica 11/30/23.

6. **Report of Communications Chair - Jon Jolly**

- a. Report: Completed website migration away from GoDaddy (we are now hosted by Hostinger). This was much more of a pain than expected...but it is done and GoDaddy services have been canceled. I'm working with Connie Brown to finalize the switch of our domain registry away from Network Solutions to also be at Hostinger, but we are waiting on a

mandatory timeout. Helped Kristy (only a little bit) finalize Rainbow Bridge photos for the Calendar Contest. Received articles from Daniela & Bob that I will review shortly. I'm assuming everyone at this point has logged into their new email. By Sunday, 12/3 I will update access to our drive so that only chinook.org email accounts have access. If you have any ongoing problems logging in, please get with me before then.

**b. Action Item:**

- i. Jon will verify that all COA files cross over to everyone's drive**
- ii. Pam will set up Google Meet for 2024**
- iii. Jon to create an Instagram account with Kristy**
- iv. Way to stored password**
- v. CQ sent through Mail Chimp/Custom Validate Domain Name**
- vi. Jon will send everyone new login information shortly, which is connected to google drive.**
  - 1. Completed**
- vii. Future CQ articles.**
  1. Brendan committed to write a article
  2. Future article on Showing Dogs - Daniela
  3. Future article on Bench Chair Experience - Daniela
  4. How does Rescue work - Brenda
  5. Bob - Any history articles/throwback photos/etc./upcoming events
  6. Daniela mentioned Diana Fowler has an article about showing Blue

**7. Report of Membership Chair - Kristy Jolly**

- a. Report: **Membership Report – November/December 2023**  
**Current Membership Total: 278**

**New Members (1):** Tina Merold (GA).

**Renewed Members (25):** Donalda Secor (MA), Joyce Lin (WA), Blake Held (NY), Rod Lumsden (WA), Andy Riecker (VT), Loki Felisky (WA), Ann Edwards (GA), Nicole Natingor (BC, CA), Amy MacDonald (MD), Colleen Liberatore (NY), Ira Bittues (ME), Jane Abbott (MA), Alisa Druzba (NH), Dustin Cathcart (MA), Linda Ryan Figueroa (CA), Ashley Cook (MA), Peter Clarizia (MA), Jane Delle (OR), Suzanne Schofield (ON, CA), Lauren Brigham (NH), Steven Ballek (NY), Jayne Spaulding (NH), Jessica Hughes (MD), Janet Biondi (MA), Neda Wilson (OR).

**Puppy Memberships (3): Barkerville Chinooks (3):** Scott Schultz, Charmayne Morrison, Martha McSweeney Brower (ME).

**2024 Calendar Contest**

The 2024 COA Chinook Calendar went on sale on 11/24/23. As of 11/29/23 we sold a total of 61 calendars in 42 orders netting \$347.00 in profits.

**Membership Numbers by Month**

Date	# of Members	Change
Nov-21	242	5
Feb-22	240	(2)
Mar-22	241	1
May-22	244	3
Sep-22	255	11
Nov-22	264	9
Apr-23	263	(1)
Jul-23	265	2
Aug-23	262	(3)
Sep-23	272	10
Oct-23	275	3
Nov-23	278	3

**b. Action Item:**

- i. Email to members regarding membership options - **TABLED**
- ii. Notice to General Membership of New Board Members  
Kristy/Brendan. **TABLED**

**8. Report of Health & Genetics Chair – Karen Hinchy**

- a. Report: No report
  - i. Genetic report should be received early in 2024

**b. Action Item:**

- i. Proposed to have Health webinars**
  - 1. First one in December**
  - 2. Second one in February**
- ii. Draft a note for Kristy to send out to those folks on the topic - a save the date so to speak but this week early next week**
- iii. Finalize forms and processes to support the AI initiative**

## 9. Report of Historian – Bob Cottrell

### a. Report:

i.

### b. Action Item:

#### i. Submitted an article for the upcoming CQ

#### ii. Winter program, 3rd Saturday in February

1. Still waiting to get a confirmation from the Tamworth Outing Club on their dog sled race event to coordinate out event with theirs. They are leaning towards Sun Feb 18
  - a. Looking at Chinook get together Friday, Feb 16
2. a Meet & Greet
3. Bob & John will work together
4. Brenda volunteered to help

#### iii. Outreach

1. Wednesday, December 6th, 6pm Rey Center, Waterville Valle, NH
2. Thurs, Dec 7, Newmarket NH
3. Thursday, December 14th, 6-6:30 pm Rye NH
4. Fri, Jan 19, Concord, NH
5. Friday, March 8th 5pm Hill Library, Strafford NH

**Details of all Bob's NH Humanities outreach programs can be found at this link:** <https://www.nhhumanities.org/programs/harnessing-history-on-the-trail-of-new-hampshires-state-dog-the-chinook>

## 10. Report of Regional Activities Chair – John Habermehl

### a. Report:

#### i. Regional Activities

##### 1. Chinook Winter Weekend - Tamworth NH

a. Sometime in February.

b. Looking to have a date confirmed so that it can be announced.

i. Date confirmed - weekend 2/16-18 noon

#### ii. Working with Communications to have word go out through our Social media accounts.

1. Can do a save the date for now

2. Once schedule is set can send out more information then

#### iii. Motion to spend up to \$500 for Activities related to the event

#### iv. A separate motion for a donation on behalf of the COA to the Tamworth History Center. **Table for Jan meeting**

### b. Action Item:

i. Discussion regarding tablecloths, materials at events. Time to update what we have? **John will research and bring back to the group**

ii.

## 11. Report of Rescue Chair – Brenda Dean

- a. Report:
  - i. Spook Nook Kala has a new home
- b. **Action Item:**
  - i. Quarterly CQ writeup on rescues

**12. Report of Registrar – Corine Lindhorst**

- a. Report:
  - i. Continue to contact UKC about the CBP.
- b. **Action Item:**
  - i. **Single Dog registration states on UKC to go through Chinook Registrar verify process with Taylor Armstrong**
  - ii. **Verify with UKC that they are still honoring the outcross program**
  - iii. **Working on a spreadsheet that has all the cross breed dogs included, will have it for the next meeting.**
  - iv. **Corine will share the spreadsheet with Pam to post in the Registrar’s folder. Pam will share with Brendan & Karen.**

**13. Report of Active Chinook Program Chair – Rick Prausa**

- a. Report:
  - i. Since the October Active Chinook Program Committee (Committee) meeting a second application for a Titled Events Title was received for Frontier Holly GoLightly (for Nosework LTI). The committee has reviewed and approved that application as well as a previous application for a Nosework ORT Title. One Titled Events Title Certificate is being issued to Frontier Holly GoLightly and Rachael and Andy Davis (applicants/owners) for both Nosework Titles (ORT and LTI).
    - 1. **Note: These applications raised questions among the Committee regarding repetitive issuance of titles to the same dog in the Titled Events group. The Committee will review and propose future edits to the title group to address this question.**
  - ii. The Committee (less Rick and Robin Prausa) reviewed and approved an application for a Novice Pack Dog Certificate for Ferncroft Nakota. A Novice Pack Dog Certificate is being issued to Nakota through Rick and Robin Prausa (applicants/owners).
  - iii. Congratulatory messages for both of these accomplishments will be drafted, in coordination with the Communications Chair, for publication in the Chinook Quarterly.
    - 1. **Send to Jon J. within the next week**
  - iv. Start implementing the Board’s program name change decision by drafting website edits for the Board’s consideration.

- v. The Committee has reviewed all chinook.org web pages for potential edits to implement the program name change and has documented individual proposed edits in a Google spreadsheet file and associated pdf files. The changes include edits to the program name displayed on website pages and pdf documents, as well as changes to website page names, file names and email addresses/display names.
  - 1. Coordination with Other Programs:
    - a. Some of the same edits are also proposed in Chinook Breed Conservation Program and Litter Badging Program documents. As the Committee moves forward with actual changes to the program, it will work with the Health and Genetics Chair to assure there are no adverse effects on Breed Conservation or Litter Badging requirements.
  - 2. Some Continued Use of the Term “Working Dog”:
    - a. Not all occurrences of “Working Dog Program” or “WDP” are proposed for change. Those that are included in past online posts or Chinook Quarterly issues displayed on the website are not included since they used the correct name of the program at the time they were published. In addition, edits to the Constitution & Bylaws document are not proposed at this time. To facilitate this overlap in program names, the Committee proposes inclusion of something like the following footnote on the Active Chinook Program pages:
      - i. *In some documents, past Chinook Quarterly issues and historical postings displayed on the chinook.org website you will see the Active Chinook Program referred to as the Working Dog Program. The title of the program was changed in 2023 to better reflect an expansion of the program beyond working dog activities. The term “Working Dog Program (WDP)” is synonymous with the term “Active Chinook Program (ACP).”*
    - b. In addition, the Committee is not proposing changes to the following terms:
      - i. Working Sled Dog; Working Sled Dog Excellent
      - ii. Working Lead Dog (WLD); Working Lead Dog Excellent (WLDX);
      - iii. Working Team Dog (WTD); Working Team Dog Excellent (WTDX);
      - iv. Working Skijor Dog (WSD); Working Skijor Dog Excellent (WSDX);

- v. Working Pack Dog (WPD); Working Pack Dog Excellent (WPDX);
- vi. Working Carting Dog (WCD); Working Carting Dog Excellent (WCDX);
- vii. Working Weight Pull Dog (WWD); Working Weight Pull Dog Excellent (WWDX)
- c. **Does the Board have any concerns about proceeding with these changes to the website?**
- d. With the Board's approval, the Committee will work with the Communications Chair to begin implementing identified program name changes to the website.
- vi. Draft revised title/certificate application processes and corresponding website edits to make the application process more user friendly.
  - 1. No significant progress to report.
- vii. Ongoing Committee discussions on expanding the Active Chinook Program to include recognition of additional activities.
  - 1. At its November meeting the Committee discussed ideas for expansion and organization of title groupings. Some details were discussed for the Titled Events group and the Temperment group. Additional details will be developed for discussion at the next meeting.

**b. Action Items:**

- i. **Applications for Titles/Certificates: Review applications, issue certificates to owners and dogs meeting requirements and draft congratulatory messages for publication in the Chinook Quarterly.**
- ii. **Send to Jon J. spreadsheet with identified changes.**

**14. Report of Bench Chair - (Vacant) Interim Daniela Metz**

- a. Report:
  - i. Recruitment continues for Bench Chair position

**b. Action Items:**

- i. **Specialty budget - COMPLETE**
  - 1. **Submitted to Brendan**

**15. Report of Committees- (Vacant) - Brendan Aldrich**

- a. Report:
- b. Action Items:**



- i. Board will resume committee upon further research and deciding on path forward for 501©(3) vs 501c7:
  - 1. **Pam to schedule a call with:**
    - a. **Brendan, Daniela, Jon J. prior to January meeting regarding status**
- ii. **Kristy** will do an initial review of 501c7 requirements
- iii. **Jon** will contact Jess Maurer (Great Mtn Chinooks) to see if she can recommend an attorney
- iv. Bylaws will need to be reviewed by an attorney to meet 501c7
- v. Will need verification of tax exempt on:
  - 1. Net income or gross income
  - 2. Donation income
  - 3. Speciality, calendar, other income
- vi. Research voting software options (**Brendan**)

**16. Breed standard Committee: (Vacant)**

- a. Report:

**17. New Business**

**18. Motions**

**a. Motion 2023-53**

- i.** Motion by: John Habermehl Second by: Corine Lindhorst
- ii.** *I move that the Chinook regional activities committee to spend no more than \$500 for the Chinook fun day to be held at the Tamworth History Center in February 2024.*
  - 1. *Passed unanimously with 11 ayes*

**19. Unfinished Business**

- a. Nominating Committee needs to formed by Jan 1 (**Brendan & Daniela**)
  - i. Pam to send to Daniela spreadsheet with key dates for 2024 board nominations**
- b. COA Board Note/Christmas Cards
  - i. COA New Year postcard
    - 1. Use the latest COA logo.
    - 2. Recommend a postcard so it's not hidden in an envelope which many people may not open if they think it's junk mail. This way they get a smile immediately when they sift through the mail and are more likely to see it and realize it's real (plus anyone handling it, like the postman, will also see it, broadening our viewership!). We can still put a message on the back as well.
    - 3. We can send out a "Holiday" card or we can wait and do a "New Year" card. Reasons to do a New Year care:

- a. Kristy is super busy with the calendar contest and selling that, so it is difficult to produce them and mail them out timely for Christmas cards
- b. The card would not be getting mixed up with all the usual Christmas hubbub and they would have a special gift in Q1 vs around Christmas with receiving the calendar
- c. The calendar cover contest winner photo could be used (since people don't look at the cover for very long and this way, we could have a way for people to see it longer if they put the card up on their fridge
- d. This way it was less likely to offend anyone if they didn't celebrate a holiday
- ii. Blank note cards for rainbow cards, sympathy, congratulations
  - 1. Need quote for Motion in January
- c. Open board positions
  - i. Draft a message to members regarding open board positions & 2nd email regarding specialty (**Brendan**) **Move to Nominating Committee**
- d. Review of By Laws and Board Members Duties during March meeting. **All board members to review for accuracy of their role. Feedback sent to Pam. Pam to email out to board members.**
- e. Bring forward ideas on how best to use club funds. See spreadsheet on shared drive called Working spreadsheet. Below items have been added to spreadsheet.
  - i. Karen - setup ways to reimburse members for the cost of shipping fresh chilled or frozen semen.
  - ii. Jon created spreadsheet and posted in folder to collect suggestions. Completed
  - iii. Online seminar series offerings to general members (Daniela, Pam)
  - iv. Systems design change to better support family memberships, should this type of membership be desired moving forward - as each kennel is currently tied to an individual member.
    - 1. Membership types: Family. Breeder Family
    - 2. Any approach should involve a scope requirement and an estimate for development approach and cost.
  - v. **Add link here Pam - [https://docs.google.com/spreadsheets/d/1AxMQoYtTpyw4yhkWywyKiz8mWfHnZjI3ITMPCcwj8og/edit?usp=drive\\_link](https://docs.google.com/spreadsheets/d/1AxMQoYtTpyw4yhkWywyKiz8mWfHnZjI3ITMPCcwj8og/edit?usp=drive_link)**

**20. COA Board meetings are scheduled** for the last Thursday of the month. The next meeting will be **Thursday, January 25, 2024** at 5 pm PST, 6pm MT, 7 pm CST, 8 pm EST.

## 21. Approval of Minutes

### **Motion 2023-54**

Motion by: Brendan                      Second by: Corine

*I move that the November 30, 2023 minutes be posted and approved by unanimous consent within 48 hours of posting.*

## 22. Adjournment

### **Motion 2023-55**

Motion by: Brendan                      Second by: Corine

*I move that the November 30, 2023. 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.*

**\*\*Full Zoom call-in information below\*\***

Join Zoom Meeting

<https://us02web.zoom.us/j/85257032814>

Meeting ID: 852 5703 2814

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