



October 24, 2024

**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 Minutes:**

- Call to Order and Roll Call of Board Meeting
  - Meeting called to order: 7:03 CST
  - Present: Brenda, Pam, Marty, Daniela, Rachael, Jon J., Rick, Karen, Kristy, Bob
  - Absent: John H.
  - Excused:
- **Report of President - Daniela Metz**
  - Report:
    - i. No new items. Review of action items.
    - ii. **ACTION ITEM:**
    - iii. Committee chairs are to review and modify their section in the Bylaws to maintain a high level overview of committee chair responsibilities. - Reviewed by an attorney and then brought back to the board. COMPLETED
    - iv. To increase awareness of our breed:
      - Appeal to the public with articles on Chinooks and their history in Dog Magazines
        - a. Modern Dog - waiting for response from Editors
        - b. Dogster - Head Writer: Nicole Cosgrove (NZ)
        - c. Dog's Today (British)
        - d. Others? Look for online only dog magazines.
        - e. Suggestions for developing a marketing campaign:

- f. Place an ad in magazines as articles could take some time.  
This would be in addition to the article.

- **Report of Vice-President - Marty Wilson**

- Report:
  - i. Notified Chisolm Law that we are ready to move forward with 501C3 status and soliciting their support to navigate.
  - ii. Need to pay for service
    - Discuss how we want to pay
      - a. \$500 per month - pay as you go - no discount
      - b. Pay in full \$3000 - e-Check/Debit Card?
        - i. Debit card by Rachael
  - iii. Determine time we want to meet to onboard - Frequency
    - a. There are several options -
  - iv. Fill out the New Matter - Form
  - v. Attend the orientation - Weds 12pm/Thursday 5pm (Should have more than 1 representative.
    - Will also be assigned an attorney at this point.
      - a. Daniela
      - b. Marty
      - c. Rick
      - d. Pam
      - e. Brenda
- **Action Item:**
  - i. **Discussion - Follow up to meeting with Todd Mills. Share meeting outcomes with the entire board team. Discuss packages, determine which package if moving forward. Completed**
  - ii. **Determine team to working attorney to help streamline. application process and 501c3 process with law firm. Completed**
  - iii. **Motion to vote on using Chisolm Law as firm to represent COA for 501c3- Completed**
  - iv. Is there potential to use SEO to help promote access to the website and to our breeders. Marty will research and report back to the board.

- **Report of Secretary - Pam Turner**

- Report:
  - i. Confirm November/December Board meeting date
    - Suggestion December 5th
      - a. December 12th for November/December
- **Action Item:**
  - i.

- **Report of Treasurer - Rachael Davis**

- Report:
  - i. Set-up Wave Booking software
  - ii. Working through books from 2022-present
- **Action Item:**
  - i. Chart specific Funds, totals, and where money comes from
    - As of October 2022 the restricted funds are:
    - CBCP just under \$2k
    - Health \$730
    - Rescue \$3900
    - ChesterHSweetie \$303
  - ii. Change PayPal out of Vicki's name and into Rachael's (November)
  - iii. Rachael will look for an accountant. - on hold
  - iv. New Federal Reporting Requirement for beneficial ownership became **effective January 1, 2024**. The Corporate Transparency Act ("CTA") was enacted by Congress. Verifying whether or not COA is required to submit this to the Financial Crimes Enforcement Network.
    - **Once an accountant is found have them review this requirement to see if the COA must submit this form**
- **Report of Communications Chair - Jon Jolly**
  - Report:
    - i. No new items
    - ii. Working on calendar pictures
  - **Action Item:**
    - i. Received request from Rick Prausa to make updates to Active Chinook Program
    - ii. Way to store passwords
    - iii. Future CQ articles.
      - Daniela & Marty to send in articles by 11/10 to Jon
      - Save the Date for COA Winterfest Feb 15, 2025
      - How does Rescue work - Brenda - FALL 2024 CQ
        - a. Brenda mentioned this split into 2 articles
      - Bob - Any history articles/throwback photos/etc./upcoming events (Tamworth Event)
- **Report of Membership Chair - Kristy Jolly**
  - Report: **Membership Report – September-October 2024**
  - **Current Membership Total: 316 (4 puppy memberships not signed up yet)**
  - **New Members (5):** Megan Baxter (NH), Jennifer Gaylord (WA), Belle Harmon (OR), Kimberly Ridge (MA), Kate Diaz (CA)
  - **Renewed Members (42):** Robbi Portela (ME), Amy Vagedes (AK), Jennifer Bihl (SC), Bridget Fullerton (ME), Forrest Lyons (OR), Bill

Weise (CA), Garrett Wiley (MA), Alli Caron (NH), Edward Bigos (MA), Arica Young (VA), Kevin Colagio (NY), Doug Orton (MA), Sarah Hodson (IL), Bruce Leader (MA), Linda Dunaway (WA), Susan Fletcher (WA), Denise Reed (GA), Shirley Jackson (NH), Sammi Wingo (CA), Kristen Byron (NH), Jo Bracken (NC), Charlsy Waldo (ID), Cheryl O'Herron (NY), Heather Osborne (CT), Brad Johnson (NY), Dee Dee Meier (WI), Elizabeth Daliere (VT), DeeDee Look (ME), Kirsten Ludwig (NH), Sheree Gorton (NH), Marcy Bauer (ID), Susanne Johnson (WA), Dean Campbell (ON, CA), Liza Stevens (FL), Cameron Kortze (NH), Emma Schenker (MA), Willow Oliveira (CT), Heather Reynolds (CA), Noelle Hartevelde (NJ), Lidnsey May (MI), Craig Smith (NY), Bob Cottrell (NH).

- **Puppy Memberships (1): Desert Sol Chinooks (1):** Kevin Hopkins (ME).
- **Membership Numbers by Month**

Date	# of Members	Change
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
Jan-24	288	10
Feb-24	291	3
Apr-24	300	9
May-24	300	-
Jul-24	301	1
Oct-24	316	15

- **2025 Calendar Contest**
  - i. Voting to go out soon (aiming for this weekend)
  - ii. \$240 in Cover Contest Donations
  - iii. \$135 in 5 new memberships who participated in the calendar contest
  - iv. 225 photos total submitted (still accepting Rainbow Bridge photos)

Number of Photos	
Cover	52
Months	161
Rainbow Bridge	12
<b>Total</b>	<b>225</b>

- **Action Item:**
  - i.
- **Breed standard Committee: Kristy Jolly**
  - Report: TBD
    - i.
  - **Action Item:**
- **Report of Health & Genetics Chair – Karen Hinchy**
  - Report:
    - i. Second generation dog (Barkerville Maple Mae) approved as meeting the Chinook standard per the CBCP.
    - ii. Planning January 2025 membership webinar and one for breeder webinar
  - **Action Item:**
    - i. Finalize forms and processes to support the AI initiative
    - ii. In the future Dr. Oliehoek will do a webinar for the membership
- **Report of Registrar – Karen Hinchy**
  - Report:
    - i. Added (draft) CBCP Registry to the Google drive
    - ii. Registered 2 Desert Sol 2nd Generation CBCP litters
    - iii. Creating sub-folders with registration submissions for all CBCP litters
    - iv. Spoke to UKC about Chinook registrations
      - Chinooks with AKC papers can be AKC registered with COA Registrar approval and the Single Dog Registration form filled out.
      - The UKC requires reapproval of the CBCP to support registration of third generation graduates
        - a. This goes first through the Breeds Committee
        - b. Initial email submitted to the Breeds Committee including prior documentation of approval (2016).
  - **Action Item:**
    - i. *In Progress* - Single Dog registration states on UKC to go through Chinook Registrar verify process with Taylor Armstrong
    - ii. *In Progress* -Verify with UKC that they are still honoring the outcross program
    - iii. *Complete* - Working on a spreadsheet that has all the cross breed dogs included, will have it for the next meeting.

- **Report of Historian – Bob Cottrell**

- Report:
  - i. Working on Winter 2025 Festival
  - ii. 2025 date for COA winterfest
    - Sat Feb 15 2025
- **Action Item:**
  - i. Submitted an article for the upcoming CQ
  - ii. Outreach 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>

Upcoming program on dog sled making

Sat Aug 17, 2024 10-11 am

At Tamworth History Center - Complete

Part of summer traditional arts program

Link <https://www.tamworthhistorycenter.org/events>

and

<https://www.tamworthhistorycenter.org/events/mb1sh77x2v08wnngf3x6enqcz8rcumy>

Updated the clio chinook trail single entries into a tour

Adding more

See Link: <https://www.theclio.com/tour/2608>

Bob will do a follow up article for the CQ about the Feb Chinook day in Tamworth.

- **Report of Regional Activities Chair – John Habermehl**

- Report:
  - i. No update
- **Action Item:**
  - i. Discussion regarding tablecloths, materials at events. Time to update what we have? **John will research and bring back to the group**

- **Report of Rescue Chair – Brenda Dean**

- Report:
  - i. Rescue fielded one request for help in placing a dog. It was determined that the dog isn't a Chinook so a recommendation to place him in a local shelter was made.
  - ii. Rescue received and responded to one Chinook Rescue Application
- **Action Item:**
  - i. Article for CQ on how Rescue Works to be provided by October 1st - **completed**

- **Report of Active Chinook Program Chair – Rick Prausa**

- Report:
  - i. The Active Chinook Program Committee continues to work on the action items listed below.

- **Action Item:**

- i. Applications for Titles/Certificates (ongoing action item) – review applications, issue certificates to owners and dogs meeting requirements and provide related information for publication in the Chinook Quarterly (CQ).

There were no new applications for titles/certificates this month.

- ii. Expansion of the Titled Events Group of titles to better recognize the versatility of Chinook dogs.

Final details are complete for implementation of the Board's decision to add four titles to this group. The titles will be available for Chinook owner applications in the near future.

- iii. Adding new activities to the Active Chinook Program to allow for increased participation by Chinooks and their owners.

The Committee is making good progress on filling out details for the Temperament Group. A new requirements document for recognition in the group has been drafted and is currently being reviewed by the Committee.

- iv. Improvements and updates to the Title/Certificate application process.

This action item is currently on hold until other higher priority items are completed.

- v. Revision of title and recognition certificates to reflect the program name change.

The new title certificate design is complete. Use of the certificate is awaiting completion of a new program logo.

- vi. Program Health and Safety Review.

The Committee has researched backpack weight limits for dogs participating in the Working Pack Dog titles and the potential need for freight sled weight limits (amount of weight pulled per team dog) in Working Sled Dog titles. There does appear to be a need for some modifications to program requirements and the Committee is currently developing update proposals.

- **Report of Bench Chair - (Daniela Metz, Interim)**
  - Report: First meeting has been re-scheduled to be held on 10/28/2024; Committee members: Pam Turner, Denise Reed, Nancy Stevenson, Daniela Metz
    - i.
  - **Action Item:**

- **New Business**
  - Active Chinook Program Liability Disclaimer Discussion
    - i. Recommend to have Chisham Law review and adjust as needed. Add to the website and any document if needed.

- **Motions**

**Motion 2024-33**

Motion by: Rachael Davis    Seconded by: Karen

*Rachael moves to combine the General Health Fund and CBCP Fund into the General Health Fund in future treasury statements and reports. Motion passes with 10 ayes and 1 absentee*

- **Unfinished Business**

- Develop a marketing group Marty, Daniela, Jon, Kristy, Karen, Brenda. **Hold until 2025**
  - Develop a member contest of social media posts.
  - Use of TikTok/Instagram to promote a short Chinook video. Karen will research.  
COA Board Note/New Year Cards
    - i. Blank note cards for rainbow cards, sympathy, congratulations
      - Need quote for Motion Kristy
  - How best to spend club funds are listed on the spreadsheet on a shared drive called Working spreadsheet. **Reminder item**
  - Board will resume committee upon further research and deciding on path forward for 501©(3) **Ongoing**
- **COA Board meetings are scheduled** for the last Thursday of the month. The next meeting will be **Thursday, December 12, 2024** at 5 pm PST, 6pm MT, 7 pm CST, 8 pm EST.
  - **Approval of Minutes**  
**Motion 2024-34**  
Motion by: Daniela    Second by: Marty  
*I move that the October 24, 2024 minutes be posted and approved by unanimous consent within 48 hours of posting. Approved unanimously.*

- **Adjournment**

- **Motion 2024-35**

Motion by: Daniela Second by: Marty

*I move that the October 24, 2024 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.*

*Approved unanimously.*

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