



August 28, 2025

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: 1703 CST

Present: Marty, Rachael, Pam, Rick, Kristy, Jon J.,

Absent: Karen, Bob, John H.

Excused: Daniela, Brenda

Report of President - Daniela Metz

Report:

- Karen has reached out to Marina regarding the Study

■ **ACTION ITEM:** Put on hold until after the Chinook National Specialty 2025

■ To increase awareness of our breed:

- Appeal to the public with articles on Chinooks and their history in Dog Magazines
 - Modern Dog - waiting for response from Editors
 - Dogster - Head Writer: Nicole Cosgrove (NZ)
 - Dog's Today (British)
 - Others? Look for online only dog magazines.
 - Suggestions for developing a marketing campaign:
 - 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:

- Follow up to 501c3 - [Rachael Davis](#) completed the financial docs requested by Chisholm Law. The document has been signed and submitted; Chisholm has followed up via email with a link to fill out for filing purposes. I have asked if they can provide the initial form we used so I can make sure the information is accurate. E.g. - items such as address etc.. align with initial application.
- Awaiting follow up correspondence so we do not have to recreate information.

Action Item:

- 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:

- Board election committee formation by December 31, 2025
 - Dates for election:

Nomination Process:

December

- Nominating Committee Chair
- Nominating Committee Formed

March 15

- Receive acceptance of nomination of all nominees from nomination committee slate of names

April 1st

- Secretary communicates to all eligible club members the slate of candidates and the state they live
- Secretary at the same time solicits from all eligible members additional nominations

April 7th

- Nomination submissions from general membership is closed

April 10th

- Secretary is to receive by this date all nominations submitted by the general members their written acceptance of their nomination

April 15th

- Secretary validates all nominations meet the requirements for board position
- Any nomination that does not meet the requirements is submitted to the Officer Committee for review

Election Process

April 1st

- Officer committee approves the ballot process

April 16th

- Secretary submits ballot listing of nominees with more than one nomination/slate to all eligible members
- Membership has 2 weeks to return/respond to the ballot

April 29th

- Ballot is closed to general membership for voting

May 1st

- Third party reports in writing to Club Secretary results of election
- Majority votes wins election
- Secretary reports election results to Officer Committee
- Communications to nominees the results of the election

May 15th

- Secretary through Communication Chair submits results through COA communication avenues the results of the election

May 30

- May Board Meeting approves board elected positions
- May Board Meeting appoints board member positions
- Retiring board officer/members have 60 days to submit to their successor all club records (shared drive)
- Annual Board Report due to secretary by Oct 31, 2025 to be presented during Specialty
 - 2024 Annual Board Report emailed earlier today to all board members

- Discussion that Annual Board Report will cover period from last Annual 2024 Report to now

Action Item:

- **Report of Treasurer - Rachael Davis**

Report:

- Accounts: End of July

Chase - \$51,167.59

PayPal - \$6,620.88

Total - \$57,788.47

- Restricted Funds:

- Total Restricted - \$5,740.95

Chester H Sweetie Fund - \$303.81

Rescue Fund - \$2,113.99

Health Fund - \$3,323.16

■ **Total General Fund - \$ 52,047.521**

- Investment of funds - investigate; no action until after 501c3

Action Item:

- Chart specific Funds, totals, and where money comes from (Ongoing)
- Discuss and vote on budget for the year [2025 Budget](#)

Report of Communications Chair - Jon Jolly

Report: Made regular updates to plugins for the website and successfully tested the use of the staging site for larger changes. Gathered all info and articles for CQ and have CQ ready to be distributed the morning of Saturday, 8/30.

Possible increase in Google Workspace monthly cost.

Action Item:

- Received request from Rick Prausa to make updates to Active Chinook Program (**reviewed, plan to implement changes in August**)
- Way to store passwords
- Future CQ articles.
 - **Future article from Rachael and/or Marty about litter updates**

- **Possible funny photo contest**
- Bob - Any history articles/throwback photos/etc./upcoming events (Tamworth Event)
- Possible options for photo collage
 - Mischievous Chinooks
 - ??

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

Report: **Membership Report – August 2025**

Current Membership Total: 281 (7 puppy memberships not signed up yet)

New Members (0):

Renewed Members (12): Roz Rolland (NH), Jane Durning (NH), Kristina Calabrese (NH), Delcan Mullhall (PA), Victoria Escalle (CO), Mary Schatz (WI), Kali Hart (MD), Brett Visger (OH), Tom Reynolds (ME), Keith Bogart (CA), Sandford Bragg (VT), Danielle Welch (NY).

Puppy Memberships (0):

Membership Numbers by Month

Date	# of Members	Change
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
Dec-24	320	4
Jan-25	325	5
Apr-25*	274	(51)
May-25	279	5
Jun-25	277	(2)
Jul-25	285	8
Aug-25	281	(4)

*It was discovered the system wasn't demoting membership status when the expire date hit. Once it was corrected, emails went to the members to renew. Some did but some didn't, thus showing the sudden decrease.

- **Breed standard Committee: Kristy Jolly**
Report: Nothing to report

Action Item:

- **Report of Health & Genetics Chair – Karen Hinchy**
Report: The committee is finalizing dates for a COA member Meeting (to review population and key health topics) and a Member breeder Meeting (to review population and overall lack of breeding topics) in late Sept/early October. There have been 21 puppies born in 2025 total.

Separately, DogsGlobal has been asked for an estimate for data backup/downloads for the Mean Kinship information they calculate for the population.

Finally, the CCA's study on the CDDY genetic variant and its impact on Invertebral disc disease in Chinooks has been reviewed. There are some open items and a session has been requested with the CCA Health & Genetics Director to align on any COA involvement moving forward.

Action Item:

- Finalize forms and processes to support the AI initiative
 - In Progress
- In the future Dr. Oliehoek will do a webinar for the membership
 - See above

● **Report of Registrar – Karen Hinchy**

Report: The UKC has confirmed it will continue to support purebred registration of the CBCP graduates based on the COA's criteria. The final process to do so (what forms, information, etc. is required) are pending UKC approval.

Separately, an AKC registered purebred Chinook's owner has reached out to UKC register their dog. Historically, DNA parentage via UKC has been required - this was because individual Chinooks registered as late as the 2000s were sometimes of unclear pedigree and their parents were not registered anywhere.

If the Board agreed, the registrar proposes to accept AKC registered Chinooks for UKC registration without requiring UKC DNA parent verification.

DISCUSSION: Board discussed and would like further discussion with the registrar at the next meeting.

Action Item:

- *In Progress* - Single Dog registration states on UKC to go through Chinook Registrar verify process with Taylor Armstrong
 - See above
- *In Progress* -Verify with UKC that they are still honoring the outcross program
 - Complete- see above.

● **Report of Historian – Bob Cottrell**

Report: No Report

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Action Item:

- 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
Part of summer traditional arts program

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

and

<https://www.tamworthhistorycenter.org/events/mb1sh77x2v08wngf3x6enqcz8rcumy>

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.
Will have a motion next month for the Tamwork, February event.

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

Report: No Report

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Action Item:

- 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: No Report

Action Item:

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

Report: The Active Chinook Program Committee continues to meet monthly and is making good progress on the following action items.

Action Item:

- 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.

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

The proposed website changes to implement the new COA Temperament titles, Titled Events titles and the Board's decision to restructure title and certificate application fees have been forwarded to Jon Jolly.

■ Development of a new ACP Participant Guide.

The previous action item to streamline the title application process is being folded into a recommendation (from the Draft Health and Safety Review) to develop a *Participant Guide* for the program. The Committee is in initial discussions about content of the guide.

■ Development of an ACP Brochure.

The Committee has developed a draft brochure and will seek comments from Board members over the coming month prior to finalizing it. DISCUSSION: board reviewed initial draft and will provide feedback for final draft.

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

The Committee appreciates all the Board member comments we received last month on the draft certificate. Edits have been incorporated and the certificate is ready for use.

■ Program Health and Safety Review.

The Draft ACP Health and Safety Review report has been forwarded to the Health and Genetics Committee for their review.

● **Report of Bench Chair - (Daniela Metz, Interim)**

Report: See below

- Committee meeting last week
- Reviewed draft T-Shirt design
- Specialty Premium Draft underway
- Judge and speaker gift approved by committee
 - Donations for most of the gifts have been made

Action Item:

- Denise Reed is our Show secretary
 - UKC has been paid for the Specialty event \$35.00
- Start working on the Specialty Premium Package - estimated completion: End of August 2025
- **Send out separate email to breeders to connect with their puppy owners** (especially those placed in the South) to encourage them to participate (Kristy/Jon) - **Completed**

● **New Business**

COA Board Note/New Year Cards

- Blank note cards for rainbow cards, sympathy, congratulations
 - Need quote for Motion Kristy complete

How best to spend club funds are listed on the spreadsheet on a shared drive called Working spreadsheet. **Reminder item**

- **COA Board meetings are scheduled** for the last Thursday of the month. The next meeting will be **Thursday, September 25, 2025** at 5 pm PST 6 pm MT, 7 pm CST, 8 pm EST.

- **Approval of Minutes**

Motion 2025-26

Motion by: Marty Second by: Jon

I move that the August 28, 2025 minutes be posted and approved by unanimous consent within 48 hours of posting. Motion passes with unanimous consent.

- **Adjournment**

Motion 2025-27

Motion by: Marty Second by: Kristy

I move that the August 28, 2025 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. Motion passes with unanimous consent.

Join with Google Meet: meet.google.com/bho-wocx/

Join by phone

(US) +1 402-588-0242 PIN: 673 534 700#