

North Central Newfoundland Club

BOARD MEETING MINUTES

April 4, 2011

The Board Meeting was held at Glo-Bowl, Marengo, IL

Present: C. Sullivan, C. Hartke, C. Brigham, S. Nummer, J. Jackman, J. Mertens, L. Larsen

Absent: T. Bertrand, K. Van Wie

The meeting was called to order at 6:04pm.

C. Sullivan noted T. Bertrand was absent due to work. K. Van Wie absent litter of puppies whelped.

A motion was made by J. Mertens to accept the February 23, 2011 board minutes. Seconded by L. Larsen. All in favor the motion carried. The minutes were approved as written.

**Secretary Report:** No report at this time.

**Treasurer's Report:** C. Brigham presented her treasurer's report. She stated the bank reversed four months of bank fees. She stated the second signature is now on the checking account. She stated Jared, at M & I Bank, indicated for the signatures on the CD account to refer to the signature on file. C. Brigham stated a receipt will be mailed to her from the bank. A short discussion of signatures past and present on NCNC accounts took place.

C. Hartke asked for an explanation of a \$9.95 Chase bank charge. C. Brigham explained she has pursued the removal of this charge, however there is some confusion on the explanation from bank representatives regarding this fee. As of this meeting, it is not conclusive if this fee has been completely removed. C. Brigham stated at the top of her report they have removed 4 months of fees. However, the account was charged \$9.95 for March. Discussion follows. C. Brigham will make appointment with the bank to clear up this situation.

C. Hartke asked about the status of using Quicken by the treasurer. Lengthy discussion follows. J. Jackman proposes by March 15, 2012 to have Quicken generated reports. C. Brigham agrees to try and use Quicken to generate reports by that date. C. Brigham asked if future treasurers will be required to have Quicken generated reports. The general consensus to the question was yes.

J. Mertens motioned to accept the treasurer's report. C. Hartke second. All in favor, the treasurer's report was accepted.

**Regional:** J. Jackman stated that everything is in place for the regional. He stated all trophies had been sponsored. He stated C. Brigham purchased the obedience trophy gift cards. J. Jackman reported 20 Regional Logo t-shirts were sold.

**Water Seminar:** C. Sullivan read J. Gunn's report sent by email.

**Water Test:** C. Sullivan read J. Gunn's email report along with a copy of the water test application. Lengthy discussion followed. After discussion, with a consensus of the board, C. Hartke will send a letter to the chair stating the water test application cannot be signed as presented.

**Picnic:** J. Mertens requests the need for folding tables.

**Ice Cream Social:** No date has been determined. No chair has been named as yet.

**Draft Test:** L. Larsen suggests the club incorporate a Halloween party for the Saturday night cookout. With a consensus of the board, a Halloween party will take place at the Draft test on Saturday night.

**Ed Day:** T. Meeker sent email report. T. Meeker requested a \$400.00 budget for a proposed tracking event. Discussion followed. J. Mertens stated members have requested grooming, obedience and other interactive activities. With a consensus of the board, J. Mertens will send T. Meeker a list of topics requested by members.

**Legislative:** C. Sullivan read T. Meeker's report.

**Policy and Procedures:** R. Nummer submitted a draft policy for bank statements. Discussion followed. With a consensus of the board the policy was adopted. The approved policy is:

***Providing Bank Statements to Board Approved Date: April 4, 2011 Effective: April 4, 2011.***

The following procedures shall be followed regarding bank records.

1. A copy of all bank statements issued since the last board meeting shall be provided to the Board at each NCNC Board meeting. In the event that the NCNC Treasurer or the NCNC Newf Rescue Chair cannot attend a Board Meeting, a copy of the respective bank statements shall be sent to the NCNC President at least 7 days prior to the Board Meeting.
2. The NCNC Secretary shall keep a copy of the bank statements that are provided by the NCNC Treasurer and NCNC Newf Rescue Chair. These copies shall be kept for four (4) years.

This procedure shall be effective upon the date listed above. Any revisions to this procedure shall be distributed to the Board of Directors within 14 business days of the revision and shall supersede any previous versions.

**Research:** No report at this time.

**Newfiepalooza:** C. Sullivan read K. Clancy's report. No financial figures were yet available.

**Rescue:** C. Sullivan read M. Price's report. Balance as of 2/23.2011 \$17,562.28

Income: 0 Expenses: \$1,980.00 Balance as of 4/1/2011 \$15,562.28

**Membership:** J. Mertens motioned to accept Maribeth Funk as a new member. Seconded by J. Jackman. All in favor the motion carried.

**Unfinished Business:**

**Insurance Renewals:** C. Sullivan details all insurance renewals and endorsements for club events. Insurance costs for all club needs amounts to \$1,554.00. Each endorsement amounts to \$50.00 per event. Discussion followed. With a consensus of the board insurance policies will be renewed.

**Tax Status:** C. Sullivan stated paperwork is in process. C. Sullivan read letter from E. Sledzik sent to IRS for NCNC. Mr. Sledzik sent a packet of completed IRS forms to C. Sullivan.

**NCNC Trust:** C. Sullivan initiated discussion on a trust for rescue. C. Sullivan details logistics for setting up a trust. Discussion followed. With a consensus of the board it was agreed to wait for the IRS to make a decision on NCNC tax status before proceeding with a trust.

**Puppy Buyer Report:** Discussion on topics completed and those items still needing discussion.  
1. During discussion of breeders listing on NCNC's web site, a discussion was held regarding the definition of "member in good standing". Discussion followed. With a consensus of the board, a member's dues must be paid by March 15 to be considered a member in good standing. 2. With a consensus of the board, newspaper ads will be dropped. 3. A discussion of posting older dogs available for placements on the NCNC web site was tabled. 4. After discussion and a consensus of the board breeder's personal web sites will not be allowed on the NCNC web site.

**IKC Meet The Breed:** C. Sullivan stated she attended the IKC show and visited the Meet The Breed booth area. She gave her observations. Handouts, visuals were all exceptionally well presented by the various participating clubs. Discussion followed. A suggestion was to form a Meet The breed committee.

**Tent Repair:** C. Sullivan gave an overview of required repairs to the tents. Discussion followed. Following discussion, the tents will be repaired.

**Honorary Membership:** After discussion, this topic was tabled.

J.Mertens motioned to go into Executive session. C. Hartke seconded. All in favor the meeting was adjourned at 9:10pm. At 9:50 Executive Session ended. At 9:51pm the regular board meeting resumed.

J. Mertens motioned to adjourn the meeting. Seconded by C. Hartke. With all in favor the meeting was adjourned at 9:52pm

Respectfully submitted by Sharon Nummer NCNC Secretary