

North Central Newfoundland Club

BOARD MEETING MINUTES

July 7, 2011

The Board Meeting was held at Chancery Pub, Pleasant Prairie, WI

Present: C. Hartke, C. Brigham, S. Nummer, J. Jackman, J. Mertens, T. Bertrand, K. Van Wie, Ex Officio President C. Sullivan

Absent: L. Larsen

The meeting was called to order at 6:13pm.

C. Hartke noted L. Larsen's absence was excused.

A motion was made by J. Jackman to accept the April 4, 2011 board minutes. Seconded by J. Mertens. 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 remarked that banking fees have been reversed once again. She stated she spent several hours on June 23 with representatives at Chase bank. She stated she has been assured that all fees are being dealt with by Chase. As of now, she had not received the June statement. Discussion followed. C. Brigham noted she presented 2 months of bank statements as requested.

T. Bertrand motioned to accept the treasurer's report. J. Mertens seconded. With all in favor, the treasurer's report was accepted.

Regional: J. Jackman handed out the financial report for the 2011 Regional.

Actual Expenses: \$3,726.89

Income: \$6,079.00

Profit: \$2,352.11

The process for the 2012 Regional has begun. Names for breed judges have been submitted. Names for sweeps judges were submitted late, and at present we have not been given the names of the judges who have accepted the assignment. We are seeking volunteers to help with the show. We received a letter from River King Regional club asking about our Regional date. They indicated they did not want to conflict with that date for their draft test next year. Their test will be one week later, after our Regional in 2012.

S. Nummer and J. Jackman are in the process of selecting class trophies as well as items for the brown bag and silent auction. With the Regional taking place on Easter weekend, we felt the brown bag and silent auction will only be on Saturday. We're looking into something different for Sunday, possibly photos with the Easter bunny.

J. Jackman passed out a proposed budget for the 2012 Regional. Discussion followed. After discussion J. Mertens motioned to accept the proposed budget. Seconded by T. Bertrand. With all in favor the budget for the 2012 Regional was accepted.

C. Hartke asked the timeline for submitting potential judges names to the Yorkville show chair. J. Jackman explained the deadline of April 5 for submitting judge names. He clarified that the Yorkville show chair begins work on the next year, immediately following the close of the show. Therefore, we as regional chairs, gave first notice to the judges selection committee beginning in January with periodic reminders past the deadline date. Sweeps judges names were submitted to us after the National in mid May.

Water Seminar: J. Gunn reported there were 20 dog/handler teams. Several were unable to attend, making it a near full seminar. All dogs made progress. J. Gunn thanked all who helped make it a successful event.

Water Test: J. Gunn reported this year will be a 2 day water test, September 17 & 18, 2011. It will be held at Muskego Park Muskego, WI. Judges are Mike and Sandee Lovett. Test Secretary will be Tara Martin. T. Martin will send out a flyer of information and provide information for links on the club web site. Earliest postmark date is: Wednesday August 10th. A banquet will be held Saturday with a silent auction. Kate O'Connor is handling the banquet. J. Gunn has asked for volunteers to help at the test. She stated that Mark O'Connor is Chief Steward, and R. Danielsen is the third committee member. Discussion took place over the date a deposit for the site is needed.

J. Gunn stated the budget will have some changes.

M. Trauernicht read T. Martin's letter resigning from Newf Novelties. Discussion followed.

J. Gunn requested an increase of \$400.00 to the water test budget. J. Mertens motioned to approve the \$400.00 increase to the water test budget. Seconded by T. Bertrand. With all in favor the motion passed.

Picnic: J. Mertens stated the picnic did not quite cover expenses. Brown Bag proceeds amounted to \$250.00. Novelties brought in \$55.00. The expense for the site rental came to \$75.00. Total expenses amounted to \$277.00. J. Mertens thanked all for the help and clean up.

J. Mertens stated an after the picnic trailer inventory will be completed within a week.

Ice Cream Social: J. Mertens initiated a discussion regarding an August event to replace the Ice Cream Social. Discussion continued. After discussion J. Mertens motioned to hold an Ice Cream Social and member garage sale. With acceptance of a friendly amendment J. Mertens amended his motion to have

an Ice Cream Social and general Membership meeting in August. Seconded by T. Bertrand. With all in favor the motion passed. J. Mertens volunteered to chair the Ice Cream Social.

J. Mertens motioned to propose a budget for the Ice Cream Social of \$300.00. Seconded by John J. With all in favor the motion passed.

Draft Test: In Linda L's absence C. Sullivan gave an update. Draft test judges are: Gary Walker and Bethany Karger. A cookout will be held the evening before with a Halloween party. Stewards and helpers have volunteered.

Newfiepalooza: No report

Policy and Procedures: R. Nummer submitted two policies still needing approval. One: A policy for reimbursement. The second policy details procedures for appointing chairpersons for events and committees. Discussion followed on the policy and procedures for appointing chairpersons for working events and committees. After discussion revisions were suggested.

T. Bertrand motioned to accept the policy and procedures from appointing chairpersons with the suggested revisions. Seconded by K. Van Wie. All in favor the motion passed.

New Policy: Procedures for Appointing Chairpersons for Events and Committees. Approved Date: July 7, 2011 Effective Date: July 7, 2011

Selection of Chairpersons For Events and Committees

1. At the next regularly scheduled board meeting following the completion of an NCNC event, the Board will review the event. After said review, the Board will notify the Chairperson if they would like the Chairperson to continue as Chair (in the affirmative or negative). This notification shall be given in the form of a telephone conversation as well as in writing via mail or e-mail.
2. In the event the Chairperson does not wish to continue as the Chairperson of the event or committee, they shall notify the Secretary of the Board within 60 days is suggested, except for exigent circumstances. This notification must be in writing via mail or e-mail.
3. Chairpersons of the Draft Test and Water Test will follow the guidelines of the NCA Working Dog Rules.
4. Committee members selected by said Chairpersons shall be approved by the Board.
5. If a budget is required for an event or committee, it shall be the responsibility of the Chairperson to submit a budget request for approval by the Board. Upon approval of the budget, it is the chairperson's responsibility to stay within this budget. Known expenses which may exceed the budget must be approved in advance by the Board.

Research: No report at this time.

Rescue: M. Price's report was unchanged from her report given at the picnic.

Rescue donations received with dues should be forwarded to NCNC Rescue Fund. Recommendations for distribution of Newfiepalooza funds have not been received from the Newfiepalooza chairs at this time.

Discussion followed.

Legislative: T. Meeker stated that the State of Illinois had two breeder bills that have been tabled. The sponsors pulled the bills with no action taken. USDA proposed new regulations for breeders. AKC and NCA are working on this topic to provide input.

J. Mertens provided input on legislation in WI.

J. Mertens motioned to go into Executive Session at 7:40pm. Seconded by K. Van Wie. With all in favor the motion passed.

At 8:36pm the Board came out of Executive Session and resumed the meeting.

J. Jackman motioned to name T. Bertrand to fill the vacancy of Vice President. K. Van Wie seconded the motion. With all in favor the motion passed, T. Bertrand was named Vice President.

J. Mertens motioned to name William (Woody) Woodrich to the position of Director. T. Bertrand seconded. With all in favor the motion passed. Woody Woodrich was named Director.

Newfiepalooza: Pres. Hartke will send a letter to the Newfiepalooza chairs immediately requesting their report on the event to include the financials of the event.

Ed Day: C. Sullivan presented her proposal. She requested a date change to November 13. Two topics will be presented. Basic Obedience presented by Dawn Parisen, and the second seminar will be Basic Maintenance Grooming presented by Dona Baker.

C. Sullivan proposed a budget of \$400.00. Tara Bertrand will be the backup for the event.

J. Mertens motioned to accept C. Sullivan and T. Bertrand as chair and co-chair of Ed Day. K. Van Wie seconded. With all in favor the motion passed.

J. Mertens motioned to accept the Ed Day topics as proposed with a fee for participating in one seminar \$20.00 and a fee of \$30.00 if participating in both seminars, spectators will be free. S. Nummer seconded. With all in favor the motion passed.

J. Mertens motioned to accept the proposed \$400.00 budget. K. Van Wie seconded. With all in favor the motion passed.

Trailer Location: The trailer is currently located at John Mertens home. Further discussion was tabled to the next meeting.

IKC Meet The Breeds: Discussion took place on NCNC's participation. C. Sullivan went to the Meet the Breed area at IKC and gave her impressions. Further discussion took place.

J. Mertens motioned for NCNC to participate in Meet The Breed at the IKC show in February, 2012. Seconded by T. Bertrand. With all in favor the motion passed. With a consensus of the board, details will be discussed at a future board meeting.

Rescue Trust 501c3: With a consensus of the board the subject was tabled to a future board meeting.

New Members: J. Mertens motioned to accept the following new members: Steve and Jean Mc Adams, Leslie Guca, Matthew and Judy Grauberger. T. Bertrand seconded. With all in favor the motion passed.

IRS Tax Filing: C. Brigham will file the tax form in August.

New Business:

- 1. NCNC approved training sites.** Pres. Hartke clarified the 3 endorsed and approved NCNC water training sites. C. Hartke asked for a consensus of the board as to the 3 endorsed and approved NCNC water training sites. A consensus of the board confirmed the 3 approved and endorsed sites. Discussion followed.
- 2. Financial output by committee chair:** Discussion took place. C. Brigham explained how reimbursements are currently handled. Lengthy discussion continued. R. Nummer suggested a policy would help deal with advancing funds to chairpersons. After discussion, J. Mertens motioned to advance \$500.00 to the water test and have the policy and procedure come up with a policy and procedure for advancing funds to a chair in the future. T. Bertrand seconded. With all in favor the motion passed. During discussion, J. Gunn asked S. Nummer if she would do the trophies for the water test. Action: S. Nummer agreed to create trophies for the water test.
- 3. ByLaws Review :** With a consensus of the board, this topic was tabled to a future meeting.

J. Mertens motioned to adjourn the meeting. Seconded by T Bertrand. With all in favor the meeting was adjourned at 9:27pm

Respectfully submitted,

Sharon Nummer NCNC Secretary