

Board Meeting Minutes  
Mayflower Portuguese Water Dog Club  
Springfield, MA  
October 30, 2016

**Present:** K. Ash, K. Holden, O. Kocher, T. Kocher, P. Markiewicz, S. Phillips, W. Varr.

**Guest:** V. Varr – By-Laws Committee Member

**Unable to Attend:** T Morse, C Framson

**Welcome:**

- The meeting was called to order by the Club's President Sally Phillips at 12:50 pm.

**Secretary's Report:**

- The Secretary's Report from the prior Board of Directors meeting held July 1, 2016 was previously submitted by Chris Framson, reviewed and approved by the Board and posted to the club's website.

**Treasurer's Report:**

- Prior to the meeting, Bill Varr had submitted the Treasurer's report to the board via email (Attachment A). A motion was made to accept the minutes which were then unanimously approved.

**Water Committee Report:**

- Prior to the meeting, Karen Ash had submitted the Water Committee's report to the board via email (Attachment B). A motion was made to accept the minutes which were then unanimously approved.
- Bill and Vicki Varr offered to store the Club's boat on property owned by them in RI. Arrangements will be made by Sally Phillips for Bill to pick-up the boat from the Maguire's home on the Cape.

**Conformation Committee Report:**

- Prior to the meeting, Paula Markiewicz had submitted the Conformation Committee report to the board via email (Attachment C). A motion was made to accept the minutes which were then unanimously approved.
- In addition to the report Paula suggested that the club offer free coffee and munchies at the Ladies Supported Entry Show next spring. All attending members agreed. Bill Varr will provide a generator to be used for supplying power for the urn.
- The Directors approved the \$65 purchase of an ad in the 2017 Ladies Supported Entry Show Catalog.

**Merchandising Committee Report:**

- Tina Morse reported to Sally Phillips prior to the meeting that the Club had sold 5 sets of note cards since the last board meeting for a total of \$75.
- Tina reported that she was sending \$45 with Karen Ash and 2 sets of note cards for Tobi-Ann to this meeting. Money could be given to Bill Varr at that time.

**Nominating Committee:**

- Sally Phillips reported that she had recently contacted all standing Board Members regarding their continued interest in serving on the Club's Board of Directors. Chris Framson regrettably declined and will finish her term in January. All other members responded that they would continue into the 2017 club year.

- New candidates to fill open position(s) on the Board were suggested by the attending members. Each prospective candidate will be contacted and added to the slate of nominees for election in January.

#### **By-Laws Committee:**

- A new revision of the club's by-laws was presented by the committee members who include Karen Ash, Vicki Varr and David Mancuso. Prior to the meeting, Karen Ash distributed this revision via email to all Board Members.
- At this meeting, the revision was reviewed and discussed in-depth by the attending Board Members. There were several sections in question that were addressed with the following conclusions:
  - The new revision of By-Laws will include all AKC requirements and recommendations including a statement regarding parliamentary procedure (Robert's Rule of Order). Revisions to the membership and renewal forms will be made to include the ability for members or potential members to opt-out of email notifications.
  - The PWDCA by-laws will serve as a guideline for specifics within the Club's by-laws; examples include the Code of Ethics statement and age requirements for Junior Members.
  - The Club Year will remain January 1 with a membership renewal date of February 1<sup>st</sup>.
  - Clarification on the number of board members not to exceed nine (9) members including director positions.
- Bill Varr recommended that Directors and/or those responsible for distributing funds be bonded. All in attendance agreed. Bill will bring information for regarding this activity to the next meeting.
- All in attendance agreed that the Club's funds should be audited every two years. A procedure of how and by whom will be drafted for review and approval.
- All Board Members agreed of the consolidation of the two secretarial positions into a single responsibility.
- All suggested revisions from this discussion will be incorporated into a third draft of the by-laws and distributed to all Board Members via email by Karen Ash.

#### **Festivus (Club Annual Meeting):**

- Date is set for Sunday, January 29, 2017 from 1-4 pm.
- Kim Holden has contacted Performance Plus in Raynham, MA and should receive a contract within the next two weeks.
- Sally Phillips and Paula Markiewicz stated that they will not be able to attend. Karen Ash as Club Vice President will preside.
- Paula offered to contact Dr. Stephanie Pumphrey, DVM to conduct CERF eye exams during this event.
- Festivus activities will be discussed at the next Board Meeting.

#### **2017 National Specialty:**

- Paula Markiewicz had attended the 2016 Specialty in Monterey, CA and returned with good information to share. At this point of time, she feels that planning for the Specialty is in good shape. She can share the contact information of the 2016 committee members who are willing to act as advisors to the 2017 committee chairpersons. Paula will also distribute to the Board Members a list of 2017 committees and the chairpersons that have been assigned to date.
- Paula brought tapes of the 2016 Specialty which we were not able to review at this meeting. She did suggest that they be shown at the annual meeting and all attending Board Members agreed.

- Paula stated that though the 2017 Specialty Committee did not agree that a full dinner should be held for the Water Trial participants, agreement was made that a reception would be appropriate. Paula is working with Bill Varr to finalize the location for this event which would be held on Saturday evening.
- Lastly, Paula reported that she suggested to the 2017 PWDCA Specialty Committee that special attention should be given to first-time attendees at the opening reception. Details to be determined.

**Tracking Clinic:**

- Club member Kari Lavalli had submitted a request for the club to consider holding an all-day Tracking Clinic led by Martha Campbell on a weekend early in April. This event would be held in conjunction with the Nutmeg PWD Club. All attending Board Members agreed with the club's participation in this event. Either weekend would be acceptable. Sally to contact Kari.

**Nutmeg Calendar Project:**

- The Mayflower PWD Club was asked by the Nutmeg PWD Club to support the sale of the 2017 PWD Calendar. All Board Members in attendance agreed. Suggestions included an advertisement with link on our website and Facebook pages. Copies will also be made available for purchase at the Club's Annual Meeting in January.

**Next Meeting and Conclusion:**

- Paula noted that the Directors of the 2017 Specialty Committee regularly held their meetings via conference call. Kim Holden will contact Jane Harding and/or Steve Dostie as to what conferencing service they use. She will then make arrangements for use and distribute instructions to all Mayflower PWD Board of Directors in time for the next board meeting to be held on the first Sunday in December. Sally to confirm, schedule and announce.
- The meeting was adjourned at 3:00 pm.

Attachment A

Mayflower Portuguese Water Dog Club  
Treasurer's Report 10/26/16

The current Checking account Balance is \$7327.27. This is an increase of about \$2000 since our last meeting due primarily to income from the Water Camp. Paula also signed up her new puppy owners as members. They are sustaining members :

John Miller

Sarah and David Healy

Sue Tagg & David Healy

Cindy & Michael Mcdermott

Michael & Jenifer Smith

Ellen Ginsburg & Christine Rich

Respectfully submitted

William Varr

## Attachment B

10/29/2016 Water Committee report

Lauren McDermott cannot teach our water camp this year but hopes we ask her again.

Susan Malick has also declined.

Sue Ailsby read our request for her on 12 October but has not replied. I wrote to her today and asked for an answer.

If Sue declines, I can ask Julie Asbed or we can do a beginners and intermediate camp taught by myself, Kim and Kari this year and offer Advanced as open practice were attendees help one another.

I have contacted Jenna Winslow our rep at Camp Lyndon. I am still waiting for conformation and a contract for Father's Day weekend.

## Attachment C

### Conformation Committee Report

- 1) Ladies Supported Entry: We are confirmed for a two-day supported entry in conjunction with Ladies Dog Club on June 3 & 4 at the Crackerbarrel Fairgrounds in Wrentham. Judges for the event will be Debra Thornton on Saturday and Sharon Smith on Sunday. Sally Berretta has just been asked to do the Sweeps on Saturday but has not yet confirmed. She will also be judging Sweeps for the Old English Sheepdog Club. All application materials have been submitted to Ladies Dog Club, The PWDCA and the AKC and are waiting for final approval from AKC for the Sweeps portion only. We will be using the same size tent for next year and will need 4-5 tables, tablecloths, napkins, drink cups, tape, coolers, stapler, pens etc. and will need a volunteer to oversee. We will also need a volunteer to handle the raffle baskets including an invitation to the membership to donate; a volunteer to handle publicity of the event; a volunteer for set up and manning the club sale items. At the recent show in Springfield, one of the clubs set up a large table with coffee and donuts one of the days and everyone at the show (not just people there for that breed) were invited to attend. It was announced on the speaker system two or three times and, with advance notice, they might be willing to do that for us. If we decide to do this, we will need a large, commercial coffee pot and we would have to look into an electric outlet. I think that the Box of Joe won't keep coffee hot enough. We should plan on keeping refreshments simple. Last year we spoke about just providing water as most people opted for that as opposed to lemonade and iced tea. We should also keep the food very simple. Something small to pass around prior to and during the event is more than sufficient. We will also need a volunteer to solicit trophy support. Ladies Dog Club provides rosettes for all classes. Several people have made trophy donations for both year's supported entries and may want to continue doing so. Cost for the trophies is about \$40. Some wanted to do both days. The PWDCA donates \$100 for the BOB trophies. We have two remaining bread boards available from last year. Mayflower has run an ad in the catalog each year at a cost of app. \$65 and we should continue (require a vote?). Whitney Fernandes has prepared the ad in the past and is willing to design it again this year. She has the template all set up so it is easy to do. The PWD Banner and the Mayflower Banner should be displayed and a volunteer to make the tented area look really nice with some flowers, maybe a bowl of candy, etc.
- 2) "A" Matches: I contacted several people chairing shows this Fall to see if they would be willing to allow our club to hold an "A" match the evening prior to one of the days. It turns out that the show superintendent would require us to pay for a portion of the ring set up and it is very expensive. We are not required to hold the match at a "facility." Bill Varr is checking with his club to see if they have ring set-ups. If they do we are fine. If not, perhaps someone involved with Hockamock could check and see if they own something we could borrow. I would suggest that we plan one in early Spring, perhaps in conjunction with another

event Mayflower is holding and we could do two events at the same time. We need to make application with AKC at least one month in advance of the event, preferably two. Once we have a date pinned down I will ask for volunteers for specific jobs. If we do one in early Spring we can do the 2<sup>nd</sup> in the Fall meeting requirements to do a Specialty the following year.