



United Sunshine States Portuguese Water Dog Club, Inc

610 S Acorn Way
Seneca, SC 29672

Board Meeting – Meeting Minutes
Date: 11/16/2021 Time: 7:04pm

In Attendance

Vickie Called the meeting to order at 7:04 pm. In attendance were Vickie Baker, Lizette Wagoner, Karen Childers, Nancy Nelson, Debbie Jackson. Leigh Stafford joined shortly after the meeting started. Marilu Novy was absent. Also in attendance were Pam Oberst, Zac Crump and Lori Torriero, three new candidates for the 2022 board.

President Report – Vickie Baker

Board Candidates – Marilu Novy's absence is the third for the year and in accordance with the bi-laws she has chosen to resign her Board Position due to conflicting priorities. Marilu had one more year of service remaining. Vickie asked if one of the other Board members would assume the responsibilities of V-P for the remainder of the calendar year 2021. Karen Childers said she would, Vickie Baker nominated her as VP and it was seconded by Nancy Nelson

Timeline – Vickie reviewed the timeline – all items that are due are completed to date. She will update the remaining items, add a few more for 2022 and send to Lizette at the end of the year for her use in 2022.

Vice President Report – Marilu Novy

No Report

Secretary Report – Debbie Jackson

Three email votes were conducted since the last meeting

- 10/6/2021 Hats – Four voted yes, 3 did not vote
- 9/22/21 Minutes of 9/14 meeting – Need final approval date
- 9/14/21 - Survey results - 3 voted for summary and 2 voted for details

The P&L Thru October 2021 (attached)

Lizette stated that as of October 31, 2021 the club has a balance of \$28,668.19 with net income year to date of \$5667.95. An analysis of the profit centers below compares the budget to actuals for the year to date through October 31. Changes from budget show actuals higher than budget in all categories.

Key discriminators were driven from:

- 1) increasing the Water Trial Tees to \$45/entry,
- 2) running a 2-trial site at Kanuga in August.
- 3) increasing the number of water camps and the great attendance at camps.

The club also bought a new utility trailer (\$3.5K) which was absorbed by the water camp income. This leaves us room to make a donation to the Portuguese Water Dog Foundation, Inc, which will be addressed in the meeting.

INCOME and EXPENSES and NET 2021 thru OCT 31	INCOME	INCOME	EXPENSES	EXPENSES	NET	NET
	BUDGET	ACTUALS	BUDGET	ACTUALS	BUDGET	ACTUALS
436. Non-member event fees Income	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -
462 - Water Trial Income (Gross Profit)	\$ 8,360.00	\$ 18,040.90	\$ 7,015.00	\$ 15,260.96	\$ 1,345.00	\$ 2,779.94
465 - Gross Profit Water Training Income	\$ 6,440.00	\$ 8,808.00	\$ 5,170.00	\$ 7,915.61	\$ 1,270.00	\$ 892.39
466 - Income from Merchandise Sales - General	\$ 3,000.00	\$ 1,643.48	\$ 2,000.00	\$ 395.00	\$ 1,000.00	\$ 1,248.48
472 - Membership Dues Income	\$ 4,200.00	\$ 4,535.00	\$ 6,878.25	\$ 3,787.86	\$ (2,678.25)	\$ 747.14
TOTAL INCOME	\$ 22,100.00	\$ 33,027.38	\$ 21,063.25	\$ 27,359.43	\$ 1,036.75	\$ 5,667.95

Membership – Nancy Nelson

Nancy Nelson has transitioned her membership director responsibilities to Lori Torriero. Nancy has resigned her Board position effective Dec 31, 2021.

Lori reported that the Membership Renewal Campaign for 2022 has begun and we have 40 renewals, 2 new members and 2 prior new members bringing the total number of members to 163 total as of today. The Board's goal is to have all current members renew!

Lori also sent out to the Board Members a New Member Mentor Proposal as a way to engage new members and get them more active in the club. The proposal was well received by all. Following discussion on next steps it was decided to wait until January and Lori will send out a Constant Contact email to all members describing the program and requesting volunteers for mentoring by geographic region.

Water Activities Committee – Karen Childers

Karen reported that the biggest change for 2022 is the decision to operate the WAC as two sectors. John Brock will join as Co-Chairperson responsible for Water Trials. Karen Childers will remain as Co-Chairperson with responsibility for Water Camps. Each will be responsible for their sector related responsibilities as outlined in the WAC Charter. At this time, Karen does not think the WAC Charter needs to be revised except to indicate Chairperson(s).

Both John and Karen will recommend their WAC sector members to the Board for approval in January.

Water Trials dates and locations are: Pyne Road Park in Lagrange, GA for the June 24 - 26 trial and High Falls County Park in Seneca, SC for the October trial. We need to wait until Clemson University finalizes their home football schedule before finalizing the date for October. Judges for the 2022 water trials are still being finalized.

A schedule of water camps for 2022 is being developed. Water camps will be held in New Smyrna Beach, Fl., St. Mary's, Ga., and Villa Rica, Ga. Lori Torriero also volunteered to explore holding dry land training seminars in South West Florida. A list of camps will be issued shortly after the first of the year and sign-up will be available on the website.

Communications – Nancy Nelson

The board discussed priorities for Constant Contact emails in the next few months. The decision was to send one for the Annual Holiday Party planned for Dec 4, to encourage people to sign up.

Next is the announcement of the call-in number for the Annual Membership Meeting which is a Virtual meeting planned for Dec 7th. Then we need an email to members to remind them to renew membership, and the achievement (performance) awards CC will come out right after Thanksgiving.

Nancy is in the process of transitioning Communication responsibilities to Zac Crump.

Additionally, an email will go out reminding members about merchandise.

Website – Vickie Baker

Vickie stated that she renewed Site Ground for 2 years, 2022 – 2023 as we got it at a reduced rate, JotForm is monthly but she will check on how to save more money with JotForm. IF anyone has any comments on improvements, they would like to see on the website please let Vickie know. Vickie will continue to maintain the website even though she will no longer be on the Board.

Merchandise – Debbie Jackson

Debbie reported that we have income of over \$1600 on merchandise this year which is our first year of offering items on-line. The only items we could not offer on -line were hats and the Board approved the purchase of a small quantity which will be available for sale at the Annual Holiday Party December 4th. There have been many requests for more so we want to see if these sell first. Lizette will let us know if any are left after the Holiday Fun Day. Several board members expressed a desire to purchase leftovers.

Achievement Award – Vickie Baker

Pam Oberst has graciously agreed to coordinate the performance awards again for 2021. Vickie offered to create a JotForm to collect the input and then send Pam an Excel spreadsheet which she can then compare to the membership list to ensure they are members before mailing. Pam and Vickie will coordinate to get the form completed and then Pam will send Nancy Nelson the email to communicate to members that they need to submit 2021 titles. Vickie will update Policy #7 Awards to make it clear that this is only for Members in good standing in 2021.

Old Business

The Board voted unanimously to approve the recommended changes to Policy 1 – Expense Authorization, and Policy 2 – Funds Disbursement. Vickie will post the updates on the website.

The Board also voted unanimously to approve the updates to Policy #7 (Awards) and #8 (Boats) for review. Vickie will post the updates on the website.

Vickie will update and repose the Q3 meeting minutes due to an error in the Annual meeting date which is planned for Dec 7th, (not Nov 25th).

New Business

Determine Club's Donation to PWD Foundation – Vickie recommended that we contribute \$2,000 to the PWD Foundation, Inc. The Board agreed to the amount as it reflects the money we collected for raffles and auction items during our 2021 water trials and to the fact that we were unable to contribute in 2020. Seconded by Nancy Nelson

Approved unanimously. Vickie and Lizette will work on finding out the mechanics of making the contribution.

Annual Meeting – Dec 7, 2021. Vickie will send out the teleconference number and work with Nancy Nelson on the CC to communicate the date and agenda to the membership.

Reminder – Annual Holiday Fun Day - Dec 4, 2021, New Smyrna Beach.