



United Sunshine States Portuguese Water Dog Club, Inc

1101 Banks Rose Court
Celebration, Fl. 34747

Board of Directors Meeting
Date: 08/15/2022 7:00 pm

In Attendance

Lizette Wagoner called the meeting to order. In attendance were: Karen Childers, Debbie Jackson, Pam Oberst, Lori Torriero, Zac Crump. Leigh Stafford joined shortly after the beginning of the meeting.

President Report – Lizette Wagoner

Vice President Report – Karen Childers

Karen confirmed that the annual meeting will be held via Constant Contact. Prior to the annual meeting a Constant Contact will announce the proposed Board candidates for election and ask if there are any other nominations from the membership. As stated in the by-laws the proposed Board candidates can be accepted by the Board if there are not more candidates than Board openings. If there are more, a general election must be held.

Secretary Report – Debbie Jackson

Debbie reported that the summary of the e-votes was revised to include the full motion. Below are the e-votes since the last Board meeting in April:

5/11/22 – Approve April 18 Board Meeting minutes. Zac and Leigh did not vote, all others approved.

5/31/22 - Approve 2023 Jamboree Joint plan with Movers and Shakers: Motion- for Board approval to plan the 2023 PWD Jamboree in Seneca, SC which will be a joint USSPWD Club and Movers & Shakers PWD Club event. Appoint Tom and Judy Leather to plan and coordinate the event, along with a representative from Movers & Shakers. Appoint Zac Crump and Amanda Ellery to form a committee to assist in the 2023 Jamboree planning and to document process for execution of future Jamborees. Zac Crump to keep Board informed at quarterly Board meetings and as needed. Approved unanimously.

6/11/22 - Add Working Water Dog Trophy for 2022 Water Trials: Motion - to add a Working Water Dog Trophy for the 2022 Pyne Road Park and Seneca water trials. Memento will be a framed piece of art depicting a dog with float line awarded to the member dog with the fastest time performing the three articles overboard retrieve exercise. The trophy will follow all the general trophy requirements as outlined in Club Policy #7 "Awards". The trophy will be funded by Lori Torriero and John Brock at a cost of approximately \$150. Debbie did not vote, all others approved.

6/28/22 - New member Beverly Ross: Motion - at LaGrange Water Trial banquet accept Beverly Ross as a new member, without application, in order to qualify for the Max-A-Million Courier Water Dog award. Approved by five Board members attending banquet, unanimously approved by all via e-

Treasurer Report – Pam Oberst

Pam stated that in the YTD 2022 vs 2021 P&L comparison, note that 2021 includes approximately \$6,000 in fees for the August 2021 water trial as it opened in July, while 2022 includes only the June trials. For 2022, water trial net income is approximately \$800. Camp income is almost \$5,000 but all expenses are not recorded. Supported entry expense is approximately \$300 so far, and expectation is that it will cost \$1,000. Merchandise costs were approximately \$700 which is primarily the items that Tom Leather made for the club to resell.

Membership – Lori Torriero

Lori reported that we have a few new members. Two people have asked for mentors. Lori connected them with longer term members in their areas which were the Florida Keys and western Georgia. This is the slow time for membership. We recently received an application from Louisiana.

Water Trial Committee – John Brock

John Brock reported: We have been asked and have accepted Sue Lefebvre to serve as a provisional judge under Cindy McCullough on both days of the trial. She will need to judge on both days because the entries are split between Frank and Cindy. With this in mind, I've updated the premium reflecting Sue's provisional assignment. Also, please check out the paragraph concerning refunds on page 4 of this updated premium. Based on a recommendation from Marilu I've added a \$3.00 handling fee on all refunds of accepted entries. Finally, please note the paragraph on page 4 concerning Dogs on Leash. I have specified a 6-foot or shorter leash for all dogs. I think this is important because we want to avoid any sort of aggression issues at this trial. As a team we need to be sure to enforce this rule.

Lizette confirmed the water trial will open at 7:45 for review and completion of the water trial entry form, however entries will not be accepted prior to the opening at 8 am. Zac will communicate via Constant Contact and Facebook.

Water Camp Committee – Karen Childers.

Karen reported: Below is a summary of water camps through August. Camps at Meg DeFore’s have been well attended. We have one two-day and one one-day camp in Sept / Oct. I plan to put together a short questionnaire to camp participants asking what is working / not working and other input. Villa Rica 2023 dates have been finalized as May 12 and 13, a Friday and Saturday.

2022 Total by Location								
	# Camps							Avg
	Held	Fee	Revenue		Expense		Net	# Dogs
Dry Land	2	35	1,055		607		448	11
NSB 1 Day	8	20	2,280		715		1,565	14
NSB 2 Day	5	30	3,870		2,108		1,762	12
Villa Rica	1	30	965		613		352	14
	14		8,170		4,043		4,127	

Communications – Zac Crump

Zac reported that the following have been sent out through Constant Contact: Merchandise Ads, Trial Premium, Requests for those interested in Board and/or Committee positions for 2023. Noted there were only two replies to the Board CC and that another request will be sent out following the Specialty.

Discussed communicating the need for a Regional Rescue coordinator to take over from Meg DeFore. Zac to draft Constant Contract that outlines the responsibilities of the Rescue Coordinator sent. Lori requested that an estimate of time commitment be included in the role of rescue coordinator. Leigh mentioned that in years past the club had a list of people that would assist in determining whether the dog was a rescue and in fostering rescue dogs. This request for volunteers to assist should be added to the CC.

Website – Vickie Baker

Vickie Baker reported: The October Water Trial Jotforms and Website have been updated and are currently being tested for a "Go Live" date of August 29, 2022, at 8 am. I changed the name of the "Merchandise" Button on the Home Page to "Shopping button" and updated the link so it now goes directly to the vendor

Merchandise – Debbie Jackson

No report

Events – Leigh Stafford

Leigh reported that no events have been planned. She is coordinating with Meg the Holiday party. Leigh stated that the World Equestrian Center in Ocala has a pond in the back that could be used for water camps. She will pursue. Lori stated that she is exploring Benderson Park in Sarasota for camps.

Achievement Award – Pam Oberst

Supported Entry – Zac Crump

Gifts by Angie Robinson ordered/paid (to pick-up what is completed at Specialty, remainder will be shipped with cost incurred), ribbons order placed and paid (except for changes once entries close/based on numbers and shipping),

The social is pending. Zac mentioned that it is marketing for the club, is open to all members and is a true social event and will draw people that are at the event. We could extend an invitation to PWDCA board. Attendance may range from 20-40. Karen stated that the last time we extended the invitation to all PWD owners. Generally, there is a \$2,000 minimum on food and beverage with most places. Discussion that the costs were high based on anticipated attendance. Also discussed that Club should not pay for drinks as the PWDCA has the following policy: Any alcoholic beverages served at club functions will be paid for by the consumer and not with Club funds. The Club could make up the difference if a minimum drink amount was not met.

Jamboree – Zac Old Business

Zac reported that Judy is well underway with Jamboree planning with an extensive list of seminars and potential AKC events (Obedience, Rally, Scent, Agility). The dates cannot be set until Clemson releases their 2023 football schedule. Vickie Baker and Judy are having difficulty finding local AKC sanctioned clubs to hold the trials. Given that, Judy recommends seeing if the PWDCA would hold the AKC events under their sanctioning. Karen stated this has been looked at in the past but was unsuccessful. Zac will talk to Jane Freeman, PWDCA President at the Specialty. Judy has contacted the county and the city. She has contacted Movers and Shakers about starter fund money. Karen mentioned that there is a need to have an agreement and

a separate bank account was not utilized during the 2020 mini-Jamboree. All revenue and expenses were run through USSPWD Club bank account. Zac stated that every entry will be online. Zac will work with Vickie to ensure it is all online.

New Business

Proposal for Organizing the 2023 Water Activities Committee (WAC) - Karen submitted the following proposal prior to the meeting:

Please read Policy #9 - Water Activities Committee Charter and WAC Flow Chart

Background:

At the beginning of 2022, the WAC was split into two segments, one with responsibility for Water Trials and the other with responsibility for Water Camps. Neither Water Trial nor Water Camps have been adversely impacted by this decision. However, to accomplish all the responsibilities assigned to the WAC, particularly those of longer-range planning, requires a consolidated WAC with one Chairperson.

Proposal:

Appoint Vickie Baker as WAC Chairperson for 2023, to take effect immediately for 2023 planning. Responsibilities to be those as outlined in Policy #9 which include:

- Forms a committee of members who actively participate in Club water activities to execute WAC responsibilities*
- Overall Planning and Coordination of Club Water Training and Water Trials*
- Proposes number and location for Water Trials and Water Camps and develops budgets for Board approval*
- Selects Trial Specific Water Trial Chairperson and Water Trial Secretary*
- Selects Trial Specific Water Trial Judge(s)*

Overall coordination of the 2023 Jamboree will also be the responsibility of the WAC and the motion regarding planning and reporting for the Jamboree voted on May 31 will be superseded by this motion. Tom and Judy Leather will still have responsibility for planning the Jamboree but under the auspices of the WAC.

Karen Childers made the motion that we appoint Vickie Baker as the WAC Chairperson for 2023, effective immediately for 2023 planning purposes. Responsibilities will include those outlined in Policy 9 including overall responsibility for Jamboree in 2023.

Lori Torriero seconded

Open for discussion.

Lizette stated that Vickie is willing to do this provided she hands off the website.

The general responsibilities are, Trials and camps, budget for both for board approval, appoint water trial chairs and, take care of assets etc.

Zac stated that the Leather's were approved to head the Jamboree and Zac and Amanda Ellery liaisons to the board. Discussion followed regarding the May 31 board approval of motion to start Jamboree planning. It was noted that at the time of the motion, there was not a WAC in place for 2023. Zac stated that it needs to be

outlined to the Leather's because in their minds they are in charge of the Jamboree. Lizette noted that instead of reporting to the board they would report to the WAC.

Lengthy discussion ensued primarily dealing with the organizational structure and reporting relationship between the WAC and the Jamboree Committee. Some felt that as the Jamboree was primarily water trials, it should be under the WAC's responsibility. Others felt that the Jamboree water trials, and other events were separate so the WAC should not have overall responsibility.

Karen restated, motion to have Vickie as WAC chair, including all water trials, including the Jamboree water trials, then Vickie will have responsibility overall planning for water training and water trials and negotiations. She will be responsible for water trials whether stand alone or in the jamboree. At this time, there is only water trials in the Jamboree.

Unanimous vote Yes.

Proposal for Club Trailer Modification – the following proposal was submitted by Vickie Baker prior to the meeting:

BACKGROUND: The Club purchased a 6 foot by 9-foot enclosed utility trailer to store and transport club-owned water equipment (markers, fencing, signage, rakes, coolers, boards, etc.) in August 2021. The trailer was taken to the Kanuga Water Trial where everything was loaded into it for storage over the winter.

Following the LaGrange Water Trial in June of 2022, I realized that the trailer is in need of racks, storage hooks, etc. to both organize and secure the equipment and keep it in good working order. The Club utility trailer is in desperate need of organization, to provide secure storage locations for the equipment to prevent damage. I took the initiative to discuss my ideas with Tom and Judy Leather and Greg Baker to see if they would be willing to order the trailer racks and build out the interior of the utility trailer to house the club equipment. Leathers and Bakers agree to a joint winter project.

PROPOSAL: The cost is estimated at between \$1200-\$1500 for all racks, materials (tie-downs, plywood, etc.) and includes Tom's labor plus contingency. I don't have a better estimate than that right now but can give one when we place the order for the racks. Tom, Judy, Vickie and Greg will design the interior of the trailer much like agility trailers (if you have looked inside) to securely house all of our equipment.

Then, following the Seneca Water Camp in October 2022, Vickie and Greg will haul the utility trailer to the Leathers in Colbert, GA and the work will commence during the winter months. I will provide updates and pictures to the Board and WAC on progress. Following the completion - Greg and I will take the trailer back to Amanda Ellery's Mom's where it is being stored until the next water trial - unless another storage location becomes available.

In addition to organizing our equipment, Judy and I will provide a detailed inventory of everything in the trailer and what we believe needs updating or replaced (Our signage needs an update). One of my requests is that we figure out a way to store the awards in the trailer, possibly in a closed locked container so one member of the club does not need to haul the awards everywhere.

Karen Seconded.

Discussion: Pam suggested a dehumidifier to prevent mold should be considered.

Motion passed unanimously.

Insurance Policy Changes – Lizette received the following from John Cucurra, head of the PWDCA sanctioning committee:

There is recently discovered language in the Equisure/Sportsman's General liability Policy stating that watercraft is excluded from coverage.

The language is the same for both Equisure and Sportsman's companies. Sportsman's was made aware of this and is allowing only a few date-specific days per year. I was told up to 4.

Equisure was made aware of this situation and the President has written in an email to me that "We (Equisure) are intending to cover the practices, trials and training as long as they are "club events". And "Again, we are intending to provide liability insurance for your club events and have clarified this with the underwriter already." At this time, I suggest considering changing insurance companies (to Equisure) or, finding an alternative solution to your liability situation

Pam will contact Equisure to obtain a new policy. We believe This will include coverage for any watercraft/boat that we use that belongs to someone.

Pam Motioned to adjourn at 835 pm

Lori seconded