



United Sunshine States Portuguese Water Dog Club, Inc

1101 Banks Rose Court
Celebration, Fl. 34747

Board of Directors Meeting
Date: 11/14/2022 7:10 pm

In Attendance

Lizette Wagoner called the meeting to order at 710 pm. In attendance were: Karen Childers, Debbie Jackson, Lori Torriero, and Zac Crump. Leigh Stafford and Pam Oberst joined a few minutes later.

President Report – Lizette Wagoner

Report under New business.

Vice President Report – Karen Childers

Karen reported that we will discuss the process to elect new board members under new business.

Secretary Report – Debbie Jackson

Debbie reported that 9 motions were approved as follows:

Motion 1 – Approve Lori Torriero as 2023 Water Activities Committee (WAC) Chair and amend the May 31st Jamboree motion to clarify the responsibilities of the Jamboree committee and Jamboree liaison to the Board.

Motion 2 – Approve the August 15 board minutes.

Motion 3 - Approve the amended agreement with Movers and Shakers PWD Club for the 2023 Jamboree.

Motion 4 – Approve USSPWDC social event in conjunction with the 2022 USSPWDC Supported Entry in Orlando on Friday, 16th December 2022 at Bahama Breeze with a food and beverage minimum of \$1,812. A bar package of unlimited drinks will be offered for \$25 per individual, paid for by the individual.

Motion 5 – Accept Lori Torriero’s resignation as 2023 WAC Chair and approve Vickie Baker as 2023 WAC chair.

Motion 6 – Approve WAC committee members: John Brock, Karen Childers, Amanda Ellery, Sandy Foster, Lydia Moyer, Marilu Novy, Alan Reisdorf, Lori Torriero.

Motion 7 – Approve minor revisions to Policy #5 Water Camp Registration and Payment dealing with when water camp dates will be published.

Motion 8 – Approve WAC recommended 2023 Water Trial dates and locations: June 23-25 LaGrange, GA, late September/early October (TBD based on Clemson football schedule)_Seneca, SC in conjunction with PWD Jamboree.

Motion 9 – Approve revised Policy #7 Club Awards to clarify who qualifies for Water Trial Mementos and Trophies and to limit the Amazing Ace Master Water Dog Trophy to qualifying runs of Master Water Dog 1 only.

Treasurer Report – Pam Oberst

Pam reported that the corrected financial statements were sent out. No questions. She also reported that membership renewals are continuing to come in.

Membership – Lori Torriero

Lori reported that we had 3 new members, of which 2 were from the rehomed litter. The club is at 50 renewals so far which is approximately 1/3 of the total. She will remind everyone again on Facebook and a constant contact. She plans on sending a reminder in February to those that have not renewed. The FB reminder has a link to renew right then.

Water Trial Committee – Vickie Baker

- WAC'23 held their first meeting 10/16/22.
- Water Trial Dates for June 24-25 at LaGrange GA were confirmed.
- The Water Trial Dates for the October event will not be confirmed until January 2023.
- The WAC is in the process of updating the Roles and Responsibilities for the Host Committee which were drafted in 2019 when Tom and Judy Leather retired. They will be used in 2023 for the new Water Trial Chairs (Amanda Ellery and Vickie Baker) and their appointed Host Committees.
- POLICY #9 - WAC Flow Chart has been updated for 2023 is being reviewed by the WAC and will be sent to the Board for approval.
- Vickie sent an email to the PWDCA Water Trial Committee requesting modifications to the Water Trial Manual to help us increase the entries in our trials for 2023. Vickie and Karen Pratt had a lengthy discussion about options and at Karen's request, Vickie contacted Amanda Ford from PNWPWD Club as these two Clubs have the largest entries. Two recommendations, written by Vickie and Amanda, and reviewed by the WAC have been made to the WTC for modifications to the 2023 Water Trial Manual language to 1) improve flexibility in judge utilization over a two-year period and 2) to reduce Courier/Master timing for entries over 8 dogs at each level to expand our water trial entries to 35 per day.
- Vickie also discussed at length with Amanda Ford the use of perfdog.com and random draws, both of which are likely possibilities for our 2023 water trials. More to come.

- The utility trailer was driven by the Bakers to Tom and Judy Leathers on October 18th. Tom has unloaded the trailer, made measurements and is ordering racks that will be mounted in the trailer. Bakers will schedule a time over the winter to go to the Leathers and conduct a full inventory and order WT equipment that is needed. Any club member is welcome to help with this effort and would be appreciated.

Amanda and Vickie in their capacity as Water Trial Chairs are continuing to finalize their Host Committee and Judges. More to come on that after WAC review.

Water Camp Committee – Karen Childers.

See report attached.

Karen proposes that we keep the same camp fee structure for 2023 but reduce the fee for the second and subsequent dogs, same handler, for camps with lunches included. She also recommends decreasing the cost of additional individual lunches.

Karen made the motion – Keep the 2023 camp fee structure the same, but for camps with lunch, reduce the fee for the second and subsequent dogs, same handler, from \$30 to \$20 and reduce the additional individual lunch fee from \$15 to \$12.

Lori seconded. Unanimously passed.

Karen reported that the club made more than \$4,000 from water camps last year. Water trials are a break even. She stated the DeFore's go out of their way to make their property accessible for our club water camps and incur expenses in excess of the \$75 per day usage we currently reimburse them. Karen recommends increasing the daily usage fee to \$150 a day. This will result in approximately \$1,400 additional expense in 2023.

Karen made the motion to increase the site usage fee for the DeFore pond and property from \$75 per day to \$150 per day. Leigh seconded. Motion passed unanimously.

Communications – Zac Crump

Zac reported that many communications have gone out such as Merchandise reminders, Supported Entry, membership renewals. Many with great click rate. A new CC will be sent with the Holiday party information.

Website – Vickie Baker

- Managed the Water Trial jotforms and Website for the High Falls Park Water Trial. (84 entries)
- Created and published Supported Entry Jotform for Zac Crump
- Updated Performance Awards Jotform and prepared it for Pam Oberst
- Updated and Published Annual Holiday Party Jotform

Merchandise – Debbie Jackson

Debbie reported that we sold 3 shirts last month. An extra reminder on FB and CC will be sent out.

Debbie reported that our merchandise supplier, Home Team Prints is not able to print in full color and so they are unable to replicate the t-shirts designs used in our 2022 water trials.

Karen suggested we look at replicating the 2022 water trial t-shirt design in one color only. Debbie to see if Home Team Prints could do a one color, if not we could go back to the original artist for a single color design. Low sales are probably the result that people forget that we have shirts as we no longer carry the merchandise to events.

Lori stated she will amend the welcome letter upon renewal and new member to include a statement about merchandise.

Events – Leigh Stafford

Leigh reported that she is working with Meg on developing games for the holiday party and that she has prizes for winners. She expects that we will have 3-4 games. AKC Trick Testing will be held. Lizette will bring the forms.

Achievement Award – Pam Oberst

Pam reported that a notice will go out regarding achievement awards. She expects the cost to be similar to last year \$500-600.

Supported Entry – Zac Crump

Zac reported that entries for the Supported Entry December 16 at the Central Florida Working Group Association dog show close on November 16. He is waiting on final class counts from Onofrio to finalize ribbons He has all of the gifts and trophies ready. The social at Bahama Breeze is ready and 25 have registered so far. Many are texting him that they will be coming but have not yet registered. He believes he will get a lot that will show up. He will give the checks to Pam for those that pay by check.

Jamboree – Zac Old Business

Zac reported that Angie Robinson is preparing the 2023 Jamboree logo. Amanda Ellery, Tom Leather and Judy Leather will be going to the park to measure areas for proposed non-water vents in the upcoming weeks. Colleen Bragg is working on the website. Amanda and Judy decided to not seek AKC sanctioning through the PWDCA “umbrella” as we would need to supply all equipment and judges for all AKC events. Amanda and Judy will instead use local clubs as in the past. Zac reported that they are seeking approval from PWDCA as they are the parent club. This is not a requirement but he considers it a nice gesture. Additionally, we are waiting on the Clemson football schedule to set the dates. He said that Judy made the comment that the Newfoundland Dog Club has the first pick of dates in Seneca for their water trials.

Policy Review:

Lizette sent each Board member the policies that pertained to their area and asked each to review and present any needed policy changes.

Policy #1 Expense Authorization and Policy #2 Funds Disbursement– Pam reviewed and had no changes.

Policy #3 Donations – Lizette reviewed and did not see any changes that were needed.

Policy #4 Membership– Lori reviewed and had no changes.

Policy #5 Water Camp Registration and Payment– Karen reviewed and made minor changes that were approved via Board e-mail vote on October 25.

Policy #6 – Club communication – Zac reviewed and had no changes. Karen mentioned the policy states: PWD owners within our geographic area will be solicited for USSPWD Club membership on an annual basis. This relates to people who are a member of our FaceBook group but not a USSPWDC member. The question was whether we were soliciting non USSPWDC FB members. Lori proposed she put a request on FaceBook to the non-members to consider joining the club.

Policy #7 – Club Awards – The WAC reviewed and proposed changes that were approved by e-mail by the Board on November 14.

Policy #8 Club Owned Assets – Karen and Vickie reviewed and had no changes at this time. However, during 2023 the WAC and Board will need to address what we do with the old Club boat as it needs repairs and is too big and heavy for on-going use at the DeFore pond.

Policy # 9 Water Activities Committee Charter – The WAC is currently reviewing.

Bylaws Review

Lizette stated that Lori reviewed the bylaws and had comments on article 1. Lori is reviewing each section of the by-laws separately.

Article 1 Membership– Lori asked - Do we check to see if members are in good standing with PWDCA. We state this in the bylaw, but do we actually check? If we are not doing this, why do we say it, or if we intend to do it, then we need to determine how to implement this policy.

Karen stated that she reads the PWDCA minutes and that a member sanction would be mentioned there.

Lizette reminded everyone that a 2/3 vote is required to amend any bylaw.

Lori stated that one item to change might be the voting requirement of 2/3, this could be 2/3 of those in attendance, for example.

A running tally of recommended changes will be kept and at the end of the review a summary may be placed under vote.

Lori noted an applicant may not reapply for six months. Lori asked if we notify the applicant.

Lori reminded everyone of the concept of due process. Generally, if an adverse action is taken on an applicant, the applicant should have notice and an opportunity to respond.

Lizette recommended we put that recommendation in a policy rather than a bylaw.

Insurance

Lizette stated that the Insurance provider called to renew directors' policy and asked if we had any issues. She is signing the new insurance.

The insurance company did not know about the "2 event" requirement that PWDCA is requiring. We will need to get waivers on the "2 event" rule for everything, practice days, water days, events etc.

Pam will finalize the waiver requirements needed.

New Board Member Recruitment

Karen stated that several years ago, the board was reduced from 9 to 7 members. Karen and Lizette are both recommending we go back to 9 members. As the Nominating Committee they are working on a slate of four candidates.

Debbie and Leigh are both retiring due to term limits.

Karen asked for other recommendations.

Lizette will send the board member recommendations with information about the Annual Meeting.

Annual Charity Donation

Lizette stated that the donation last year was \$2,000 to the PWDCA Health Foundation. Lori made the motion that we again donate \$2,000 to the health foundation, Seconded by Leigh.

Approved unanimously.

Lori motioned to adjourn; Leigh seconded – unanimous – Meeting adjourned.

WAC – Water Training Report

November 9, 2022

2022 Water Camp Summary:

2022 Actual 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	790	1,490		15
NSB 2 Day	5	30	4,785	2,724	2,061		16
Villa Rica	1	30	965	613	352		14
	16		9,085	4,734	4,351		

Last NSB camp scheduled Oct 1 cancelled due to hurricane but included in count above.

Results of Water Camp Survey:

18 of 24 people surveyed responded for a response rate of 75%.

	Too Few	Too Many	About Right
Number of camps held			18
	One Day	Two Day	Combination
Prefer 1 day or 2 days	5	3	8
	Bring	Provided	
Bring lunch or lunch provided	7	10	
	Not Enough	Too Much	About Right
Communications before camps			18
	Not Well Run	Fairly Run	Well Run
Execution of camps		3	15
	Not Helpful	Neutral	Helpful
Training provided at camps	1	2	11

Number of Camps: Everyone thought about right.

One or Two Day Camps: Those who preferred one day were usually within a couple hours driving distance. Those who preferred two days usually had farther driving distances. There was also a preference for a combination of one and two day camps.

Lunch: Preference on bringing lunch or having it provided was about equally split with lunch provided slightly preferred. In general, most people who wanted to bring lunch did so they could control the lunch content. Several people who preferred lunch provided said it brought the group together to share a meal.

Communications: Everyone thought about right.

Execution of Camps: Generally well run.

Training Provided: Most respondents thought the training was helpful. But several, even those in the helpful group, thought at times there were too many people telling them what to do. Next year seasoned Campers need to decide before a run what level of help / training they require. We then need to be mindful and only give advice if required / asked.

Water Camps Planned for 2023:

February 25 and 26	Dry Land Training	Venice, FL
February 11	Dry Land Training and Rowing Clinic	NSB, FL
March 18	Water Camp and Rowing Clinic	NSB, FL
April 22 and 23	Season Kick-off Water Camp	NSB, FL
May 6	Water Camp	NSB, FL
May 12 and 13	Water Camp	Villa Rica, GA
May 20	Water Camp	NSB, FL
June 3 and 4	Water Camp	NSB, FL
June 10	Water Camp	NSB, FL
July 15	Water Camp	NSB, FL
July 29	Water Camp	NSB, FL
August 12	Water camp	NSB, FL
Sept 9 and 10	Water Camp	Villa Rica, GA
Sept 16 and 17	Water Camp	NSB, FL

	# Camps	
	Held	Fee
Dry Land	3	35
NSB 1 Day	7	20
NSB 2 Day	3	30
Villa Rica	2	30
TOTAL	15	

2023 Fees and Expenses:

Recommend camp fees stay the same as 2022, but extra lunches be reduced from \$15 to \$12. Also recommend that when lunch is provided (\$30 camp fees on two-day camps) that the second dog of same handler be charged \$20 to recognize that a second lunch is not being provided.

Recommend increasing the DeFore's site usage fee from \$75 per day to \$150 per day. The impact on 2022 water training profits with the increased fee would have been \$1,425 in additional expenses. This would still have resulted in 2022 water training profit of about \$3,000.