



United Sunshine States Portuguese Water Dog Club, Inc

1101 Banks Rose Court
Celebration, Fl. 34747

Special Meeting to Elect Officers and Committee Chairs – Meeting Minutes
Date: January 4, 2023

In Attendance

Lizette Wagoner called the meeting to order at 8:04 pm. In attendance were: John Brock, Karen Childers, Zac Crump, Amanda Ellery, Marie Forgach, Pam Oberst, John Rodenburg, Lori Torriero

President Report – Lizette Wagoner

The purpose of this teleconference and in accordance with our By-Laws, is the election of Officers and Committee Chairs for 2023.

The USSPWDC Board unanimously approved the following Officers and Committee Chairs for 2023:

Officers:

- President - Lizette Wagoner
- Vice-President – Lori Torriero
- Secretary – Karen Childers
- Treasurer - Pam Oberst

Committee Chairs:

- Membership - Lori Torriero
- Communications - Zac Crump
- Events – Amanda Ellery
- Supported Entry – Zac Crump / John Brock
- Merchandise – John Rodenburg
- Achievement Awards – Marie Forgach
- Regional Rescue – Amanda Ellery
- PWD Jamboree Liaisons – Zac Crump / Amanda Ellery
- Club Historian – Karen Childers
- Website / Jotform (in training) – Lizette Wagoner / Marie Forgach / Pam Oberst

It was also noted that there are non-Board Committee Chairs which were previously appointed as follows:

Non-Board Committee Chairs:

- Website - Vickie Baker
- Regional Rescue – Terry Kruzan / Meg DeFore

Committee Reports for Quarterly Board Meeting:

Lizette requested that all Officers and Committee Chairs submit a written report prior to the quarterly Board meetings and circulate the report to all Board members. This will facilitate clarity during and the meeting and in meeting minutes and should shorten meeting time.

2023 Quarterly Board Meeting Dates:

Meetings will take place starting at 6:00 pm on the following Mondays:

Q1: January 30

Q2: April 17

Q3: August 21

Q4: November 13

2023 Annual Meeting:

The 2023 Annual Meeting will be held via teleconference on Monday December 11th, time to be determined closer to event.

Conducting Board Business by E-mail:

Lizette stated we conduct a majority of our business via e-mail and follow this protocol for e-votes:

1. A motion, in the form of a motion, is initiated by a Board member and sent via e-mail to all Board members. The motion includes a call for a second, a stated discussion period and a date and time for vote.
2. Another Board member seconds the motion
3. Discussion, via e-mail, takes place until the time stated or the discussion period is extended. During this period, the original motion may be revised, and the protocol starts at the beginning.
4. A vote is called with all Board members voting via e-mail.

Lizette reminded Board members that non-board members should not be added to the e-mail discussion and our deliberations and discussions should be kept confidential until a final vote is taken and the meeting minutes are published on the website.

New Business

John Brock proposed holding an eye clinic at one of our events. Amanda to work with John to set up.

The meeting adjourned 8:37 pm.