

**HWA Board Teleconference Minutes
Thursday December 15, 2016**

The HWA Board of Directors met via teleconference on December 15, 2016.
Attendance was as follows:

Chris Halvorson	President	Present
Patricia Nemeth	Vice-President	Present
Mike Logsdon	Secretary	Present
Michael Sites	Treasurer	Present
Lawrence Alexander	At-large	Absent
Stuart Eavenson	At-large	Present
George Gordon	At-large	Present
Kate Ostrowski	At-large	Present

Secretary's Report – *Mike Logsdon*

The minutes of November 17, 2016 were accepted with one change. The paragraph under "New Business" was clarified to show that the Board adopted a policy that all Board members must notify others that they will be missing a monthly Board meeting or a monthly events meeting.

Motion to accept by George Gordon, seconded by Patricia Nemeth. Motion carried.

The Secretary enumerated to the Board a general inventory of existing Secretary's records that are being passed along. They include:

- Spiral-Bound entries, some marked, of Field National Entry books. This includes the years 2009, 2012, 2013, 2014, and 2016.
- A binder with Hunt Test Regulations:
 - ATCA March 25, 2005
 - AKC Hunting Test – Spaniels, November, 2006
 - AKS Hunting test for Retrievers, June 1, 2005
 - Retriever Hunting Test Procedure Manual, Year 2006
- HWA Membership Applications for years 2008, 2009, 2010
- Correspondence from 2008
- Annual meeting notes 2008
- Minutes 2009
- Correspondence 2011
- Check registers 2009-2011
- Financial review 2011

It was pointed out that the correspondence of 2008 is very important and must be preserved. In addition, the check registers of 2008 were part of a financial review of the club by Bill Westhaus.

The discussion of hand-written Thank you notes continued from the previous month. A concern of how will Pat Bell (incoming Secretary) know what gift cards to send out. Pat will join the Board at the January meeting, along with Diane Cullen and John Bell. Presently, the Treasurer receives the gift, usually with membership application or renewal, and acknowledges the gift via email. Beginning this month, Treasurer Michael Sites will advise Pat Bell of each donation.

To confirm procedure for donations: Thank you notes should be written by the Secretary. Every time we get new donations, the Secretary should be copied on that and should immediately send a hand-written thank you note to the donor.

Treasurer's Report – Michael Sites

The Treasurer's Report covered the financial summaries for September, 2016 through November, 2016.

September, 2016

Beginning balance as of Sept 6, 2016:	\$ 22,897.38
Income for September:	\$ 4,165.00
Total expenses for Sept, 2016:	\$ 6,983.81
Current balance as of Sept 30, 2016:	\$ 20,078.57

Discussion: The September financial report does not show all income received from Nationals. Most of the income was cash and checks received the night of the auction. If the amount is not shown, it is a timing issue of when the income was downloaded from PayPal.

Motion to accept the September Treasurer's Report with corrections by Mike Logsdon. Motion seconded by Chris Halvorson. Motion carried.

October, 2016

Beginning balance as of Oct 1, 2016	\$ 20,078.57
Income for October, 2016:	\$ 380.00
Total expenses for Oct, 2016:	\$ 1,131.27
Current balance as of Oct 31, 2016:	\$ 19,327.30

Motion to accept the October Treasurer's Report by Kate Ostrowski. Motion seconded by Stuart Eavenson. Motion carried.

November, 2016

Beginning balance as of Nov 1, 2016	\$ 19,327.30
Income for November, 2016:	\$ 695.00
Total expenses for Nov, 2016:	\$ 1,005.00
Current balance as of Nov 30, 2016:	\$ 19,017.30

Motion to accept the November Treasurer's Report by Kate Ostrowski. Motion seconded by Chris Halvorson. Motion carried.

Website expenses: Discussion regarding website services from Andrea Shaw. The expenses regarding Andrea Shaw's maintenance of the website are increasing. As of this date, the Club has paid \$1,880 for services to date in 2016. For the previous year we spent \$1,247. Last year's bills included domain registration. We now have a bill for \$675 for approval this evening.

The new invoice from Andrea Shaw is \$675. Motion to accept by Patricia Nemeth. Seconded by Chris Halvorson. Motion carried.

Andrea carefully justifies all the work she does for HWA. She always gives good feedback on what she is doing and how complicated or tedious the work might be. It was decided that the Board needs to monitor the expenses. We need to pay attention to our website to make sure it doesn't get too cluttered.

Discussion regarding HWA 2016 Nationals: There were a number of expenses that were finalized and sub-totals were added to delineate income from the banquet and expenses for Holly Hills. We netted a positive of \$2,367.12 for the 2016 Nationals. Motion to accept by Chris Halvorson and seconded by Kate Ostrowski. Motion carried.

Status of moving check register to the Club's new President (Patricia Nemeth) and giving access: There are federal rules that are involved before the transfer can happen, so Patricia must contact the bank directly. Discussion continued into reasons for splitting the Club's bank balance into separate accounts, such as a CD. The main concern is security, such as hacking on-line or withdrawing from a savings account. A timed 6-month CD brings additional security. Motion to put \$10,000 into a CD by George Gordon, seconded by Mike Logsdon. Motion carried. Treasurer Michael Sites was authorized to purchase a \$10,000 CD at the current bank.

Events Planning Committee – Patricia Nemeth

Holly Hills owned Dean Hatfield is concerned that his income is not guaranteed. Dean's income is based on the number of birds purchased, and that last year we only used 54 birds. Be reminded that there is no facility usage fee at Holly Hills. Patricia Nemeth suggested that we use at least 80 chukars or guarantee a payment of \$1,500 for birds

per years. There is no comparison with the Spaniel events, since they use many more birds and incur other expenses. Motion to guarantee \$1,500 by Kate Ostrowski and seconded by Michael Sites. Motion carried.

A question about the Fun in the Field contract involved the cost of pheasants increasing on the market. Dean Hatfield is forced to charged \$25 per bird. The events committee recommended that the club subsidize the cost of birds in the interim. The Events Committee feels that some of those attending Fun in the Field are new at the sport and may be discouraged by overall expenses, such as the cost of birds. Motion to subsidize the cost of birds made by Kate Ostrowski and seconded by Stuart Eavenson. Motion carried.

Patricia Nemeth made a motion that we enter into a contract with Dean Hatfield for Fun in the Field for April 8-9, 2017 and accept his cost of \$25 per bird. Seconded by Chris Halvorson. Motion carried.

Marketing/Fundraising – *Michael Sites & Chris Halvorson*

Fundraising

Corally Burmaster is already thinking of her Limited Raffle items for the Spring Raffle and the Nationals Raffle.

Marketing

HWA Facebook site now has 1,947 “likes,” up from 1,931 last month. Also, note that Mary Nelson’s June/July 2017 article in Gun Dog magazine on Airedales should have a big PR impact.

Trophies -- *Patricia Nemeth*

No report.

Education – *George Gordon*

No report.

Membership Committee – *Chris Halvorson*

We have 17 members as of this date. A reminder that all Board members should be members by January 1st. With Lawrence Alexander and Mike Logsdon rotating off the Board next month we need to have some preliminary thoughts about someone on the Board taking a lead on the Membership Committee to send out reminder notes and

possibly help with Thank you notes. The reminder letter format is already designed. It just needs to be updated.

Old Business

The Board was updated on Isaac White's status.

New Business

Scott Lichty reports that the ATCA's Hunting and Field Committee will again have an Airedale booth at the National Pheasants Forever convention, which is Feb. 17-19th in Minneapolis.

Scott Lichty sent out advance publicity for an Airedale Retrieving Olympics, which the ATCA Hunting and Field Committee will hold on Friday, May 19th, as part of the Cooley weekend.

Thank you to Chris Halvorson and for taking the helm of HWA. This is Chris' last meeting.

No other new business.

Next Board meeting: Thursday, January 26, 2017.

Adjournment

Motion to adjourn by George Gordon and seconded by Patricia Nemeth. Motion carried.

Respectfully submitted,

Mike Logsdon, Secretary