

**Summary of HWA Board Teleconference Minutes
Thursday November 17, 2016**

The HWA Board of Directors met via teleconference on November 17, 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	Absent
George Gordon	At-large	Present
Kate Ostrowski	At-large	Absent

Preliminary Discussion: Preliminary discussion involved how long back recordings of HWA Board meetings should be kept. Some believe that it is unnecessary to keep old recordings. It was decided to keep just one year of recordings.

Secretary's Report – Mike Logsdon

The minutes of October 27, 2016 were accepted without change. Discussion included Sherri Glass' contributing the cost of dog training tabs that were used at Nationals 2016. Patricia Nemeth will reach out to Sherri to confirm. Motion to approve by Chris Halvorson, seconded by Patricia Nemeth. Motion carried.

The Treasurer requested clarification on a reference to payment of expenses at Nationals. This included having cash available for expenses at Nationals as well as payment for judges' expenses.

Discussion regarding hand-written Thank you notes. After Nationals, Michael Sites mailed the blank thank you note cards to Pat Bell. Since then there have been \$180 in donations, but the donations have not been acknowledged except by email from Michael Sites.

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 does not have the Treasurer's report completed. It will be mailed out to the Board members within the next week. The vote on the last two months' reports (September and October) will be discussed and approved at the next Board meeting.

The Treasurer discussed the revised Nationals Expense report. There were additional expenses included. Refunds did not include Lawrence Alexander, which was an oversight. Motion to refund Lawrence Alexander's fees for entry fees for Nationals, including the gunner's award by Patricia Nemeth. Seconded by Michael Sites. Motion carried.

A discussion regarding Kim Burrier's refunds was discussed by George Gordon and Patricia Nemeth. Kim Burrier has since advised the Board that she does not want a refund.

An invoice from Andrea Shaw (3rd quarter) for website additions for \$680 was received. The Treasurer feels that this falls within norms. The date of the invoice is Oct 19, 2016. Motion for payment by Michael Sites, seconded by Chris Halvorson. Motion carried.

Corally Burmaster and Pat Reed were recognized for their hard work which brings in significant income to the club.

Additional Treasurer's business. Incoming President Patricia Nemeth made a motion that the President be able to view the HWA bank account and check registry. The Treasurer noted that the new President will have full access to the HWA account in January, 2017, and probably earlier. Seconded by Mike Logsdon. Motion carried.

This will be completed as soon as possible. Present President Chris Halvorson will relinquish the HWA checkbook to Patricia Nemeth.

We have roughly \$20,000 in our checking account.

Patricia Nemeth make a motion that we should consider placing a significant amount of our treasury into a Certificate of Deposit or similar money-earning product. It is felt that \$20,000 is too great an amount to leave in a fluid checking account. We need to be careful about how much to secure, but \$10,000 may be a workable number.

This motion will be tabled for one month.

Events Planning Committee – *Patricia Nemeth*

The surveys for Nationals indicated that about one-half the people did not care for the food at the banquet. Next year's contract has been signed, but Patricia Nemeth will discuss the survey's results and future banquet plans with the Hotel. If the site were to move, the downside is that Corally and Pat would need to move all of the items to the new venue.

Bridget Bodine has made proposal to hold an all-Airedale retrieving seminar again this summer on June 9-10, 2017. A motion to approve was made by Chris Halvorson. Discussion: the location is eastern Pennsylvania, not as central as other events. The seminar is great; Bridget is a good retriever teacher. Seconded by Patricia Nemeth. Motion carried.

Chris Halvorson to follow up details with Bridget Bodine.

Dean Hatfield is not making the profit he had expected. The subject will be discussed by Patricia Nemeth and Chris Halvorson. Dean Hatfield defines his profit as the amount he makes per bird. We may negotiate a minimum purchase of birds. A contract will be negotiated and presented at the December board meeting.

Marketing/Fundraising – *Michael Sites & Chris Halvorson*

Fundraising

No report.

Marketing

No report. Michael Sites will continue to research.

Website

The 4th quarter on the website will be updating our "spotlight on" section with pictures of every title holder Airedale. The pages will be arranged with the newest title holders first.

Education – *George Gordon*

George has deferred contacting the sled dog person for making a presentation. A discussion continued regarding Schutzhund demonstrations. There are three levels of training, but the protection work is what people associate with most Schutzhund training. The general discussion is that this is part of the history of the working Airedale. This discussion will be continued after Linda Sorak makes a presentation to the Events Committee.

Membership Committee – Chris Halvorson

There have been 250 membership reminders sent out to encourage joining or renewing their HWA membership. It was mentioned on Facebook. Because Lawrence Alexander and Mike Logsdon will be off the board next year it is time to reorganize a membership committee who contacts every new member, and contacts old members who have not re-upped. We do have members with strong marketing backgrounds as well as members with good computer skills who might be helpful.

It would be best if the membership person on the Board not have other duties.

Old Business

No old business.

New Business

Chris Halvorson assembled a 19-page HWA Handbook. It is a month-by-month guide on how the organization is run. This gives important dates that need to be flagged. Every Board member needs to share the responsibility in sharing the operation.

Chris Halvorson also send a 60mg file to help with planning ahead for the new board.

The Board adopted a policy that if any Board members know that they are going to miss a meeting, they must let the Board know they are not going to be there and send the information ahead. All Board members have this responsibility.

No other new business.

Next Board meeting: Thursday, December 15, 2016.

Adjournment

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

Respectfully submitted,

Mike Logsdon, Secretary
corrected 12/15/16