

Carolina PBGV Club

Board of Directors' Meeting

Meeting Details

Date: Tuesday, May 16, 2023

Time: 7:00 PM ET

Venue: Remote via Zoom

Attendance

Board Member	Present	Absent
Roger Mayer, President	X	
Vickie Willmann, Vice President	X	
Jill Fitzgerald, Director	X	
Kevin MacDonald, Director	X	
Patty Bateman, Director	X	
Phyllis Lindquist, Director	X	
Sharon Kimble, Secretary/Treasurer	X	

Minutes

Call to Order

Roger Mayer called the meeting to order at 7:05 PM.

Agenda

1. Secretary's Report

- *Website*
 - Sharon received instructions from Paul Urban on how to add and remove member and non-member access to the Members Only section of the website.
 - Paul said there is not a way to allow members to create their own passwords/change the existing password for the site.
- *Update on By Laws Revision*
 - Updated By Laws were sent to AKC on April 28, 2023.
 - Received automated response with link to Constitution & By Laws Checklist and requirements for submission (letter from Board member, indication of change, etc.)
 - Sharon reviewed the Bylaws and compared them to the checklist.
 - Sharon prepared the letter requesting the update. In doing so, discovered that the December 2022 Club Meeting minutes were captured incorrectly. The change to the By Laws that the membership voted on was for Club Meeting locations. It was captured in the minutes as Board meeting locations.
 - Sharon called Roger on May 8, 2023, to discuss the findings and the need to amend the minutes.
 - Sharon received a message on May 12 from the AKC that they had reviewed the bylaws and that we ARE missing a couple of required elements (see message below):
Hello Ms. Kimble:

Thank you for your submission of the revised Constitution and Bylaws for the Carolina Petit Basset Griffon Vendéen club which was received on Friday, April 28th 2023.

The documents provided were reviewed based on the new Club Bylaw Checklist as approved by the AKC Board of Directors at their February 2021 Board meeting (amended August 2021) and identifies the required provisions to deem the document acceptable.

Please see the Checklist attached with the highlighted provision which is still missing from the document for the club's review and revision to be implemented.

Article I – Memberships

Applications should be voted on by “2/3rd secret vote” of the membership in good standing.

Article VI – Discipline

Any member who is suspended from “any” of the privileges of The American Kennel Club automatically shall be suspended from the privileges of this club for alike period.

You may also want to see our Club Bylaw Services webpage at the following link which also includes the revised Sample Constitution and Bylaws and the Tips and Best Practices...document for your review.

Once revisions are amended and voted on by the membership in accordance with the Amendment Article contained therein, please send to Club Bylaw Services at www.clubbylaws@akc.org the revised document, along with the date the club voted, the percentage of the membership that participated and the outcome of the vote. Please also provide for our files a “clean” final copy of the revised document.

The signed Affirmation Form (attached) must also be filled in with the current officer information and submitted, if not already provided. Please note that an attorney is not required for this form.

Thank you for your cooperation.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Lori A. Smith

Club Relations Project Coordinator



- Patty motioned to submit minutes with the required edits from AKC review.
- Phyllis seconded the motion.
- The motion to revise and submit the bylaws to AKC passed unanimously.

2. Treasurer's Report

- Sharon reported that there were no significant changes to the finances this month other than these items:
 - Received a \$5.00 check from Wells Fargo (via Mary Fluke); this was interest earned that WF found after an audit of our account. Sharon will deposit this into the Truist account this week.
 - We were charged a \$12.00 Service Fee in March and April for a returned check. Board members agreed that the club member whose check was returned should reimburse the club for the \$12.00 fee (\$24.00 since there were two instances/two checks returned). Sharon will contact the club member to seek reimbursement.
- Sharon is researching requirements for filing taxes.

3. Hanover Kennel Club Supported Entry

- We have NOT supported entry in the past.
- There is no fee for a supported entry; the communication is just for us to share with our members about the show.

From Kathleen Hamilton, Show Chair

"Our shows are conformation only - no obedience or rally trials. Outdoors, good grass field, indoor bathrooms, free parking, paid motor home parking (reservations required), food trucks, public grooming tent.

There is no cost to breed clubs that offer supported entries. Hanover KC offers rosettes, as noted, and can set aside an area for your members to groom/ socialize together using your own pop up tents, tables. All you need to do is spread the word to your members- an easy way to make majors for them. Your club can, of course, offer additional trophies, but is not required to. If you are interested or have additional questions please contact me.

Kathy Hamilton

571-235-6640

Ps

No- your club has not supported the entry at Hanover KC in the past.

- The Board of Directors discussed a supported entry and decided that we did not want to do this at this time since we haven't done this in the past and also since we don't do this for other shows.
- Next Steps: No action required at this point.
- Show Date October 14-15, 2023.

4. 2023-2024 Hunt Schedule

- a. It was agreed that we need the Hunt Committee to reconvene and begin planning the hunt test schedule for the fall.

- b. Roger will talk with Paul Urban about talking with the Tokeena SC Beagle Club to check available dates.
- c. Roger will contact the Tarheel NC Beagle Club to determine available dates.
- d. The Board will discuss this in detail at the June meeting.

5. Hunt fees in September/October minutes

- a. Vickie discovered that there was inconsistency in the Board meeting minutes regarding the change in hunt fees last fall.
- b. After some discussion, we determined that the discussion on the fee increase was not captured in the minutes in enough detail to show why the motion and the new fees do not align.
- c. Sharon will review the documents and amend the September minutes to show more detail on the discussion and the revised motion that was made regarding the new hunt fees.

6. Other Updates/Open Discussion

- a. Vickie asked about a reference to “club protocols” in the November 15, 2022 Board meeting minutes. There were some documents that Mary sent out via email but they were not official; Sharon will look for them and send out to the group if found.
- b. We had a discussion on how our club could recognize the PBGV BIS win at Westminster Kennel Club.
 - i. Kevin made a motion to send a nice letter with a voucher for free entry to a Carolina PBGV hunt.
 - ii. Roger seconded the motion.
 - iii. The Board passed the motion unanimously.
 - iv. Sharon will create a voucher and send it with a congratulatory letter to Janice Hayes. She will send the Board a copy of the letter electronically for their records.
- c. It is nearing time to start thinking about Board of Director/Officer Election Nomination Committee.

Adjourn

The meeting adjourned at 8:05 PM.

Next Meeting

June 20, 2023

7:00pm ET