

Portuguese Podengo Pequenos of America, Inc.

Minutes for Board Meeting of December 22, 2016

An emergency meeting has been called by a major vote of the board.

Board Members in Attendance –

Rose Hidlay – Interim Vice President, Michael Hobbs-Ohlinger – Interim Secretary, Stacy Faw – Board Member at Large and Media Chair, Patti Litchfield– Board Member At Large and Membership Chair, Lance McGinness – Board Member at Large and Robin Kirtley – Board Member At Large, Margaret Boisture – Member At Large

Meeting was called to order by Vice-President Rose Hidlay, at 8:03 PM CST

1. New Business:

- A. **Resignation of Officers** – the club has received resignation letter from two (2) Officers of the Club, effective Thursday, December 22, 2016:
John Fitzpatrick has resigned his position as President effective immediately.
Penny Schroeder has resigned her position as Treasurer effective immediately.
All attending board members voted to accept the resignations of the officers. An email/letter will be sent to each resigning officer accepting their resignation.
- B. **Club Property handled by the Treasurer** – a resignation of an officer does not fall under **ARTICLE IV** The Club Year, Voting, Nominations Elections; nor does our current By-Laws instruct the governing board or the resigning officer of a proper procedure should such a resignation mid-term arise. The attending board members has voted to set a procedure for the requirements of the return of club property from a resigning officer. The procedure is as follows:

The governing board of the Portuguese Podengo Pequenos of America, Inc., has set forth instructions for the release of club property - within 5 days using a service that requires a signature upon delivery; the following documents shall be sent to the appointed designated replacement officer

- EIN NUMBER
- All Invoices Paid and Not paid from the club for the last 7 years
- Membership Lists from All years including the current year, up to date with renewals
- The new Quicken Software purchased on behalf of the club so we can pass this on to the next treasurer. The Quicken software must be uninstalled from all personal computers.
- Current Ledger and checks
- Audits and Reviews for the history of the club
- Any State, Local, Federal Tax Records or Numbers
- Outstanding Invoices, Mail and correspondences
- Any and ALL information/records not included in this list that you process on behalf of the PPPA

The clubs current bank account must be closed within 10-days; a certified bank check for the funds shall be sent to the appointed designated replacement officer; using a service that requires a signature upon delivery

Any membership renewals received going forward, shall be sent to the appointed designated replacement officer; using a service that requires a signature upon delivery

Receipts for the shipments of any and all Club Treasury property shall be sent to the appointed designated replacement officer, for reimbursement from the club.

- C. **Instatement of Officers** – **ARTICLE III** Officer and Directors; **SECTION 3**. Vacancies. Any vacancies occurring on the Board or among the officers during the year shall be filled until the next annual election by a majority vote of all the members of the Board; except that a vacancy in

the office of President shall be filled automatically by the Vice-President and the remaining vacancy in the office of Vice President shall be filled by the Board.

President – Rose Hidlay shall automatically move into the President position.

Vice President – Margaret nominated Patti Litchfield as Vice President, Rose seconded the nomination. Patti accepted the nomination, all attending board members voted to accept Patti as the clubs new Vice President.

Treasurer – Rose nominated Margaret Boisture as Treasurer, Stacy seconded the nomination. Margaret accepted the nomination, all attending board members voted to accept Margaret as the clubs new Treasurer.

A club announcement will be sent to the membership stating the organizational change and ask for applications to fill vacant Board Members at Large positions:

The board would like to announce an organizational and leadership change:

President – Rose Hidlay

Vice President (Membership Chair) – Patti Litchfield

Treasurer (Sunshine Committee Chair) – Margaret Boisture

Secretary – Michael Hobbs-Ohlinger

Board Member at Large – Lance McGinness

Board Member at Large – Robin Kirtley

Board Member at Large – Stacy Faw

2. Adjournment – Meeting was adjourned at 9:28 PM CST