**SEKC Board Meeting**

**Zion Lutheran Church**

**January 30, 2018 – 7:00 p.m.**

**Present**: Suze Frentz, Brian Frentz, Cassie Benson, Dee Isakson, Tammie Smart, Mert Kramer, Dave Nilsen, Denise Erger, Leah Hanson, Brian Schaffer, Johna Nielsen, Cindy Bailey.

Motion by Dave to approve the November board meeting minutes. Second by Tammie. Motion carried.

**By-Laws – Johna**

Johna shared that the committee would like to continue. They are just about to the point of starting over. We need to simplify the by-laws. Some things need to stay and some need to be changed. Johna will schedule a meeting within the next month or two. Dee, Tracy, Brian S., Johna, Denise and Karen Bos-Carey will be included.

**Audit – Brian S.**

The Audit Committee consisted of Karen Bos-Carey, Johna Nielsen and Brian Schaffer. The committee made the following recommendations:

* A finance committee needs to be created.
* Another board member should pick up the mail in order to assure that the treasurer is not the only person handling checks.
* Insurance should be a line item for all trials and the fall show.
* Refund policies need to be clearly stated in the premium list and strictly followed.
* With the changing of the treasurer a new debit card should be issued at the time that signature cards are done.
* All expenses must be submitted on an expense form and must identify what the expenses are for.
* Funds from the Jo Johnson account should have been used for prizes. Money will be transferred back into the main checking account.

**Treasurer’s Report – Mert**

* Mert hasn’t turned anything over to the CPA yet. That will happen in late March.
* Dave Nilsen has the key to the post office box.
* All 1099’s have been sent to the judges.
* Mert shared that we currently have $11,000 in the checking account and $71,000 in Edward Jones.

Motion by Brian F. to approve the Treasurer’s report. Second by Cindy. Motion carried.

**Building Committee – Dave**

The pipes at the clubhouse have been freezing. People are turning the furnace off and not turning it back on. Brian & Suze will put signs on the thermostats.

**Classes**

* The next session starts February 27 and all classes are sold out.
* We need to decide on the next session and how many sessions we will have next year.
* A calendar planning day was scheduled for Saturday, February 24 from 9-12. Tammie will check with the downtown library.

**Agility - Cassie**

* The premium for the spring trial has been sent to the secretary.
* The judge has been hired.
* We need someone to cover hosting meals for the trial.
* Cassie would also like someone to help as volunteer coordinator.
* Denise mentioned there was a possible issue with the timer. Mark Wagner is working on it.

**Fall Show**

* Suze & Bill Burggraaf are working with the Convention & Visitors Bureau to try to find ways to decrease expenses and possibly arrange for large sponsors for the show.
* The six confirmation judges do all the breeds all 3 days except for a few herding breeds, which Kris’ obedience judge can pick up.

**Other Business**

* There was discussion about people taking the baby gates down to train and not putting them back up. Tammie moved that the board recommend that the baby gates be left down. If someone wants them up they can put them up and then take them back down. Motion seconded & carried. Suze will bring it up at the next membership meeting.
* Discussion was held regarding potential members for the Finance Committee in addition to Dee. Names suggested were Bill Burggraaf, Laura Blankenship, Mert, and Jamie Worrall. It was decided that the treasurer would not be the chair.

Cindy moved to adjourn the meeting at 8:48. Second by Tammie. Motion carried.

Cindy Bailey

SEKC Secretary