

## MSCA Meeting of the Board of Directors – Q3 2021 Regular Board Meeting

### Board Meeting Minutes – Teleconference 09/19/2021

- I. **Call to Order** – meeting called to order at 5:30 pm Pacific Time by Becky Spencer.
  - II. **Roll Call** – Present: Alison Charter-Smith, James Beck, Colleen Williams, Karen O’Brien-Maynard, Becky Spencer.  
Absent: none
  - III. **DETERMINATION OF QUOROM OF THE BOARD (President)**
    - a. We have out 5 of 5 sitting Board members in attendance, and therefore we do HAVE a QUOROM.
- VIII. **New Business (Becky Spencer)**
1. **Elections** – Becky Spencer made a motion to include 2020 and 2021 voting roll for the 2021 elections.

Amendment and a Second motion submitted by James Beck that all 2020-2021 paid memberships will be allowed to vote in upcoming MSCA 2021 elections, but for 2020 members who have not renewed for 2021, they are eligible to submit a hardship membership renewal request, submitted to the Board for an exception of 2021 dues, before ballots mailed to membership. **2<sup>nd</sup> Colleen Williams. Amended Second Motion by James Beck passed by all board members in attendance.** Alison Charter-Smith to create email to membership for call for elections. Karen O’Brien-Maynard to send Alison Charter-Smith a correct list of 2021 and 2020 membership. Colleen Williams will send Alison Charter-Smith link to nomination form and biography page to include in email address and have it posted on MSCA Facebook page. Alison Charter-Smith to write up membership notification letter and send to BOD for review on 9/20 and sent to membership on Wednesday, 9/22. Call for nominations will be received until 10/15 and will include the two approved Nominee Committee members.

2. **Nomination Committee** – Discussion by Board on process for Elections with receiving Nominee forms and biography forms to Acting-Vice President, James Beck and the two Nominee committee members. Nominee committee to determine who is to receive the nomination forms. Motion by James Beck to approve Mark Engemann and Kara Marx as the two nominee committee members. **2<sup>nd</sup> by Becky Spencer. Motion passed by all board members in attendance.**

Alison Charter-Smith makes a second motion via email on 09/20 to the Board as an Amendment to the MSCA Board meeting minutes held 09/19 to nominate Jackie Burns to the 2021 Elections Nominee Committee to replace Kara Marx, who has withdrawn her nomination, **2<sup>nd</sup> by Colleen Williams.**

**Motion passed by all five board members with a vote by email.**

- 3. Associated Registry** – Becky Spencer requested to the board if there are any additional forms that need to be removed from the Associated Registry forms on Associated Registry website. Individual puppy form has been removed. Jeff from Associate Registry to start on box received from Karen O’Brien-Maynard on 9/20/21. Associated Registry has indicated that they can complete the receiving and counting of the ballots. Discussions by Board to have Associated Registry also send out membership renewals with the ballots. Cost is approximately \$1.25 per ballot for ballot process. Motion by Becky Spencer to have Associated Registry to be the designated 3<sup>rd</sup> party for the 2021 Elections process, and to be responsible for the creation, mailing, receiving of submitted ballots, ballot counting, certification and reporting of the Official Election results as well as sending out renewal reminder forms for an estimated cost of \$1.25 per member ballot. 2<sup>nd</sup> by Karen O’Brien-Maynard. **Motion passed by all board members in attendance.**
- 4. Karen O’Brien-Maynard’s emails** – Becky Spencer requested to Karen O’Brien-Maynard if we can table this discussion to the next board member, to allow for the remainder of the board to review these left over letters. Discussion regarding outstanding letters from box received from Deborah Reid. Discussions of CoE breeder applications that have been received. Colleen Williams will review and approve CoE breeder application requests.
- 5. PayPal account** – Colleen Williams still needs to set up new PayPal account, as previous MSCA account was closed by Deborah Reid. Associated Registry will require MSCA to allow for EFT payments to MSCA Checking account for payments of members services completed. Currently Associated Registry will be sending MSCA check payments until EFT information is provided to Associated Registry. Becky Spencer will contact Associated Registry with Routing and Checking account number for EFT payments to MSCA.

**IX. Adjournment – Meeting adjourned at approximately 6:45 pm Pacific Time.**

Respectively submitted,

Alison Charter-Smith  
Recording Secretary