

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

BOARD MEETING AGENDA

September 15, 2014

- I. Call to Order: 6:40 pm
 - A. Present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Gerry Glantz, Debbie Peyton, Deassa Binstock, Marilane Bergfelt, Lori Jackson and Karen Jackson
- II. Minutes
 - A. July Minutes – Will be posted online for approval at next Board Meeting.
 - B. August Minutes – Will be posed online for approval at next Board Meeting.
- III. Treasurers report – Lori Jackson
 - A. Checking: \$11,826.09
 - B. Savings: \$5,067.19
 - C. CD: \$9,274.44
- IV. Board reports
 - A. President – Linda Luchsinger
 - 1. Board Award discussed
 - B. Vice-President - Sandy Bonifield
 - 1. October will be our Halloween party. Also, the Nominating Committee will give slate and nominations will be taken from the floor.
 - 2. For the November meeting Sandy is looking for a dog chiropractor (Dr Ohlm) or something similar.
 - C. Office - Sue Osborn
 - 1. Planning to open signups for session 7 next by Sept 19
 - 2. Would like Midori to work Monday nights until she moves away.
 - 3. Running short on change in cashbox by second week. Sue will exchange bigger bills for smaller ones as needed.
 - 4. The Green slips – student payment records will be punched and put into a binder.
 - D. Training – Marilane Bergfelt
 - 1. Marilane asked if any progress on the Reactive Dog concerns. None mentioned
 - 2. Training Equipment & Building
 - a. All equipment seems to be in working order. Debbie will be fixing the Kiddy gate feet and they will be assessed later this year and replacements purchased if needed.
 - b. Mats at the back of the room are getting more buckled. Discussion of how to deal with it, no decisions made.
 - 3. Rules and Guidelines for building use by outside groups need to be finalized. (Draft #3 provided.) M/S/C to approve as presented, to be given to each person who enters the building.

4. **Voucher & Refund File & Questions –** Since last meeting, Sandy has updated a written, step by step outline of how to handle vouchers. M/S/C to accept as submitted. Class Refund Instruction sheet also submitted. M/S/C to accept with wording changes replacing Request Form or Request where the word voucher appears.
5. **Requests for Vouchers**
 - a. 3 families in Puppy class missed the last 3 sessions. One is a new member and the others are first time trainers. M/S/C to offer voucher for HALF cost of class to all 3 families.
 - b. A student in Teresa's ADO class was very unhappy with her treatment of his dog. He attended each class, but left early each week. ML spoke to him on the phone and would like to offer him a full class voucher. M/S/C to do so.
6. **Staff Updates**
 - a. Midori is moving out of area at end of this session. She is currently assisting in 2 classes on Wednesdays. ML is going to trade her vouchers for cash.
 - b. Lynda Rhyno is teaching full time and taking a college course on Thursday nights. Katherine Rhyno has a similar schedule.
 - c. Linda Luchsinger is taking a break from classes while healing from surgery.
 - d. Vange on vacation during Session 7, 2014
 - e. Sandy on vacation during Session 1, 2015
7. **Assistants Update**
 - a. We have only 3 assistants approved for GM2 and none were available this session to help with evening classes. ML asked for board to approve more assistants. M/S/C to approve
 - b. Sandy spoke to Debbie Taylor and Carol Coawette to fill in missing info on their applications. Thanks Sandy.
 - c. ML has been trying to reach Debbie Taylor by phone but has been unsuccessful. ML trying to set up an in-house training session this month that will fit Debbie's schedule.
 - d. Marilane presented the final draft of "Process for Approval of Instructor and Assistants". M/S/P to approve as submitted.
 - e. Training committee approved Carol Coawette as an assistant with some reservations. Approved for Puppy and Ado/GM1. Committee feels she needs some work with a strong mentor and should have some time to polish skills before working GM1. M/S/C to let Marilane guide Carol thru approval for these classes as she feels Carol is ready.
8. **Training Classes**
 - a. Teresa's ADO class was a failure in session 5. Several bad reviews and a few complaints.
 - b. Lynda Rhyno and ML will be meeting soon to make final changes to ADO and Puppy weekly lessons. They will put those pages into digital format for other to use and to send to Sue for archiving.
9. **Session 6**
 - a. Building continues to be hot and uncomfortable to dogs and handlers.
 - b. We continue to be shorthanded for beginning level classes and have to keep entries small (under 12 dogs).

- c. **Advanced Agility now cancelled due to lack of students. Foundations class will be moved to earlier in the evening on Mondays.**
- d. **Sandy is teaching an Advance ADO class daytimes on Tuesdays. We are addressing the needs of small group of dogs who have taken multiple puppy and ado classes but are too young for GM2.**
- e. **Trieball to return on Mondays starting 9/15/14. Only 3 students in class. Not sure if students will pay for 3 week session or 6 week session. Sue will check.**
- f. **All classes to complete a Class Review at end of this session.**
- g. **Mary's Rally class has enough students for 2 hour classes. Mary will supervise them.**

10. Session 7

- a. **Tracking class starts October 27th. ML passed info from Interest List to Debbie Crain. Costs and discounts list has been given to office staff.**
- b. **Judy Gamet is working on adjusting freestyle classes on Tuesday nights so all 3 (drill team, musical rally and beginning freestyle) can continue.**
- c. **Adjusting Wednesday night classes to address low staff. Will be offering Puppy at 5:30 and 7:30, ADO at 6:30.**
- d. **ML will ask Lynda R if she is interested in teaching ADO on Fridays. If not, there will be only 1 ADO class in the evenings.**
- e. **Linda Luchsinger agreed to teach GM1 and GM2 on Thursdays.**
- f. **Deassa will not be able to help Jim with CGC on Tuesdays.**

11. New Classes

- a. **Vange has offered to teach an "Out and About" class in 2015. She will be using skills from current classes plus LAPS/Therapy dog activities. All classes will be onsite. Training committee approved. M/S/C to approve.**
- b. **Marcia has offered to teach a class "Fun and Fitness for the Senior Dog". She has not taught this before. She would teach this adjacent to Trieball, probably on Sunday evenings. Some questions presented and question was tabled until ML can get back to Marcia for more info.**

12. Training Committee Highlights

- a. **Committee discussed potential assistants, proposed new classes, reviewed preliminary cost break down for classes plus options for class formats in 2015.**
- b. **Other suggestions offered were**
 - 1. **7 week sessions vs 6 week sessions**
 - 2. **60 minute beginner classes rather than 50 minute used now, and 50 minutes for advanced classes**
 - 3. **Advances classes (rally and freestyle) take 1 session off during slow enrollment times.**
 - 4. **Changing class titles to better address current needs of students. ML handed out a chart suggesting changes of names class qualifications.**
- c. **Committee continued talking about Online Orientation and videos of NVDTC agility and rally for website. No one on committee willing to work on these projects, nor did anyone have ideas for financing them. No ideas on advancement of club.**

13. Last meeting of the year will be on October 22nd and main focus will be the scheduling 2015 classes and staffing for them.

14. ML asked for help

- a. Someone to set dates for 2015 Class Schedule before October 15th. Linda and Sandy will do so.
- b. A board member to start looking for a new building/location. Deassa has a relative in real estate and will seek their assistance in a search.

E. Building – Debbie Payton

1. Buckled mats need to be fixed if possible
2. Planning to attach locker in the office to the wall to prevent falling over or moving.
3. Plaques that fell off in earthquake will be attached to wall better.

F. Publicity – Deassa Binstock

1. Ad did not get in paper for this session, but classes filled. Be sure we are not billed for it.

V. AOCNC

- A. Presidents Luncheon will be October 11th at Brass Door.
- B. AOCNC Seminar is this weekend.

VI. Membership – Sandy Bonifield

- A. Alysha Munoz submitted application to join at February meeting, paying by check. We cashed the check but never voted her in. Sandy will contact her and apologize and ask if she would like to apply her check to 2015 due. If not, we will refund the fee.

VII. Newsletter/Website Sue Osborn

- A. Sue waiting for nominating committee report. Committee still working on it.

VIII. Hospitality

- A. Thanks for tonight's treats goes to Marilane Bergfelt
- B. Sue volunteered for the October meeting and Debbie Peyton for the November meeting.

IX. Old Business

- A. Nominating Committee – Still working on slate. Having some trouble getting volunteers.
- B. 2014 Agility Trial – Tabled until next General meeting.
- C. 2015 Obedience Trial
 1. Contracts out to Judges for 2015, and two received back. Will be sending out 2016 contracts ASAP.

X. Code of Conduct

- A. Approved at last General meeting.

XI. New Business

- A. Gerry asked about the possibility of purchasing a small portable PA System. She was asked to bring specific information to the General meeting in October.

XII. Meeting Adjourned at 8:55 pm

Respectfully submitted,

Gerry Glantz, Secretary