



Napa Valley Dog Training Club, Training Meeting Minutes
Wednesday, February 21, 2024 at 12:30 pm

1. Season 1 and 2 – Mary Report, *Mary explained why we had to make changes to classes in Session 1 and 2. The changes were made due to lack of interest. Puppy classes were cancelled and were placed by adding more GM1 classes. We will continue to watch the trend of our classes.*
2. New Formatting of Puppy, Adolescent and GM 1 classes – *After reviewing and discussion of the proposed changes, it was decided by unanimous vote to change the class format (what is taught in each class) so that the classes are not duplicates of each other) We will be starting in Session 4 after board approval and lesson plans are drawn up. There will still be time for the enrichment part of the class to be taught.*
3. Session 3 and 4 set up *Sessions 3 and 4 have been set-up and will be finalized for posting on the website ASAP (Attachment 1 and 2)*
4. Class Size – Mary, *brought up the size of our puppy, adolescent and GM1 classes. It was discussed to increase the class size to 10. After discussion the vote was to increase the size to 10, with a review of the size in two sessions after implemented. Will address with the board.*
5. Possible new assistant- *Donna brought up the possibility of a new assistant, someone outside of the club. The first step would be for the person to become a club member. This was for information only will report as more info is received.*
6. Review of Employee Contract for Instructors and Assistance (attachment 3 and 4)– *only change that was suggested was to adjust the first sentence on the assistant agreement. Done and both will be sent to the board for approval.*
7. Review of Guidelines and Policy's that affect instructors and assistants. *Attachment 5*
8. Time sheets, *the timesheet I received from Linda was passed out to all. Ideas were given. I, Donna will work on the ideas for changes to the form and forward after they have been made. Should be intime for the next time, timesheets are due.*
9. Platform training – *Platform training will be scheduled at two different times so that everyone can attend. Times will be emailed in the near future.*

Attachment 1

Session: 3

Weeks: April 15 - May 25, 2024

Monday	Class	Instructor	Comments
9:00 am	Scent Work	Donna (continued class)	
10:00 am	Scent Work	Donna (continued class)	
11:00 am	Scent Work	Donna (continued class)	
12:00 pm	Scent Work	Donna (continued class)	
1:00 pm	Scent Work	Donna (continued class)	
4:00 pm	Scent Work	Donna (continued class)	
5:00 pm	Scent Work	Donna (continued class)	
Tuesday			
10 am	Good Manners 1	Mary	
11 am	Good Manners 2	Mary	
3:30 pm	Private Coaching - DCD	Judy	
4:30 pm		Judy	
5:30 pm		Judy	
6:30 pm		Judy	
7:30 pm			
Wednesday			
9 am	Overflow	Carol	
10 am	Adolescent	Carol	
11 pm	Puppy	Sandi	
12pm	Adolescent	Sandi	
4 pm			
5 pm	Puppy	Carol	
6 pm	Adolescent	Carol	
7 pm	GM1	Carol	
Thursday			
10:30 am	Rally - All Levels	Mary (continued class)	
11:30 am	Rally -	Mary (continued class)	
4:00 pm			
5:00 pm	Rally - Novice	Mary (continued class)	
6:00 pm	Rally - Novice	Mary (continued class)	
7:00 pm			
Friday			
Saturday			
Sunday			

Registration Opens: March 11

Registration Closes: April 1

Attachment 2

Session: 4

Weeks: June 3, no classes week of the 4th, July 13, 2024

Monday	Class	Instructor	Comments
9:00 am	Scent Work	Donna (continued class)	
10:00 am	Scent Work	Donna (continued class)	
11:00 am	Scent Work	Donna (continued class)	
12:00 pm	Scent Work	Donna (continued class)	
1:00 pm	Scent Work	Donna (continued class)	
4:00 pm	Scent Work	Donna (continued class)	
5:00 pm	Scent Work	Donna (continued class)	
Tuesday			
10 am	Good Manners 1	Mary	
11 am	Good Manners 2	Mary	
3:30 pm	Private Coaching - DCD	Judy	
4:30 pm		Judy	
5:30 pm			
6:30 pm		Judy	
7:30 pm		Judy	
Wednesday			
9 am	Overflow	Carol	
10 am	Adolescent	Carol	
11 pm	Puppy	Sandi	
12pm	Adolescent	Sandi	
4 pm			
5 pm	Puppy	Carol	
6 pm	Adolescent	Carol	
7 pm	GM 1	Carol	
Thursday			
10:30 am	Rally - All Levels	Mary (continued class)	
11:30 am	Rally -	Mary (continued class)	
4:00 pm			
5:00 pm	Rally - Novice	Mary (continued class)	
6:00 pm	Rally - Novice	Mary (continued class)	
7:00 pm			
Friday			
Saturday			
Sunday			

Registration Opens: May 15

Registration Closes: May 26