

**Napa Valley Dog Training Club**  
**Training Committee Meeting Minutes**  
**Wednesday, June 17, 2020 at Clubhouse**  
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I. CALL TO ORDER

- A. Meeting called to order by Training Chair, Linda Luchsinger at: 6:10 PM.
- B. Attendees: Mary Ash, Marilane Bergfelt, Sandy Bonifield, De Brilz, Donna Golemon, Debbie Hilton, Linda Luchsinger, Stefanie Meinhardt, Sue Osborn, Marion Sigel, and Judy Gamet via Zoom.

II. FINANCES

- A. As of May 31st: Checking: \$28,614.76 and Savings: \$22,337.53
- B. Letter to property manager not verified as no return receipt from post office has shown up.
- C. Ways to reduce expenses:
  - 1. Eliminate toys
  - 2. Put a hold on collar and leash purchases for now.
  - 3. Discontinue storage unit rental. MSC for Donna and Mary to remove stuff from storage unit for disposal and/or to bring items to clubhouse.
  - 4. Resolve costs for outside services.
  - 5. Donna will review phone bill to see what costs can be eliminated, i.e., bold face listings, ad costs, etc.

III. AB5

Marion presented her research on AB5 on the pros and cons of employee versus independent contractor status. Motion made, seconded and passed with one abstention by Board to stay with what we are now doing and wait to see if dog training falls under one of the exemptions in the near future as an animal service. Wording on the website, in the club guidelines and procedures, and club materials need to be adjusted to match the definition of an animal service .

IV. REOPENING

- A. Napa County has approval the club opening classes with adherence to County Guidelines. City of Napa follows Napa County Guidelines.
- B. Linda Luchsinger presented Guidelines for NVDTTC Opening Policy. Changes were given to Linda by Marilane for Linda to incorporate into policy.
- C. Orientation Video –Video taping times have been scheduled for presenters as follows: Set up by Marilane and Sue at 9 am. Linda Luchsinger to present at 10 am, Sandy and Cheryl at 11 am, and Donna at Noon. De will be on hand to help as needed. Presenters have been asked for input on their scripts for Sue so she can print up prompts. Mary volunteered to come in at end of last video session to help take down. Marilane will be checking PSI on Friday as to which building to use for taping.
- D. Marilane provided worksheets on upcoming sessions through end of year. Session starting July 6th was finalized.
- E. Marilane presented two options for session schedule for remainder of year. MSC by Board to go with session option 1 which includes 1 week breaks between sessions.
- F. Donna will program classes into DogBizPro after Marilane finalizes class scheduling. Sue will handle the payment end of DogBizPro.
- G. Online waiver to be updated by Sue to reflect COVID-19 information and posted in DogBizPro after review by Board.

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- H. Cleaning of building by PSI to be done Friday mornings—this will be verified with PSI personnel.
  - I. Marilane reviewed report she put together on sanitization procedure. Whoever leaves the room at end of day is to spray the room. Marilane will include this and other cleaning activities needed in instructions for the club.
  - J. MSC to start advanced classes (scent work, rally, freestyle) July 6th and lower level classes August 3rd.
  - K. Keys to building for members—tabled for discussion by Board at a future date.
  - L. PR – Notifying public/students
    - 1. Business cards were passed out by Marion. Marion asked trainers pass them out to students in their classes.
    - 2. Tote bags now in office for distribution to advanced classes first and then followed by lower level classes. One per person.
  - M. Notification List showing responses was emailed to trainers, board, and assistants.
- V. CLASS STRUCTURING/SET UP
- A. Class size, length: MSC by Board for a minimum of three students and a maximum of six students per class with each class 45 minutes long.
  - B. MSC to provide trainers with DogBizPro's style 1 roster. Two copies to be provided, one for trainer for their own use as needed and one for binder. Sue to send trainers sample roster with suggested information for inclusion.
  - C. MSC by Board to limit voucher use up to \$40 per class until end of year and to eliminate all discounts until end of the year.
- VI. SLAT WALL DISPLAY —Still need photos from De Brilz, Kim Leslie, Debbie Crain, Marlene Soldavini, Vange Leonis, and Stefanie Meinhardt.
- VII. MEETING ADJOURNED at 8:56 PM.