

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
January 13, 2014

- I. CALL TO ORDER
 - A. Meeting called to order at 6:35 pm by Vice-President Sandy Bonifield.
 - B. Board Members Present: Sandy Bonifield, Gerry Glantz, Marilane Bergfelt, Sue Osborn, Debbie Payton, Lori Jackson, Karen Jackson and Deassa Binstock. Absent: Linda Luchsinger
- II. MINUTES
 - A. M/S/C to accept the minutes of December 2013 General Meeting as published.
- III. TREASURERS REPORT – Lori Jackson
 - A. Current Bank Balances
 - 1. CD: \$11,808.42 CD matured 1.29.14. Moved to renew, seconded and approved.
 - 2. Savings: \$3,766.15
 - 3. Checking: \$9,415.05
- IV. BOARD REPORTS
 - A. PRESIDENT’S REPORT – Sandy Bonifield presented the Monthly Board Award to Mary Ash.
 - B. VICE-PRESIDENT’S REPORT – Sandy Bonifield
 - 1. Don’t forget to renew membership for 2014.
 - C. OFFICE – Sue Osborn
 - 1. Office covered, Tuesday by Carol Coawette, Wednesday by Sue Osborn, and Thursday, Margretha Lane. Deassa Binstock also helping when needed. Karen Jackson will be doing copying as needed.
 - D. TRAINING – Marilane Bergfelt
 - 1. Been cleaning and straightening office. There are now 2 sets of bins for trainers as well as Board Members.
 - 2. Marilane’s son re-taped mats.
 - 3. Sessions 2 and 3 are set. Will be making some curriculum changes in classes trying to update.
 - E. BUILDING - Debbie Payton
 - 1. Debbie mentioned we got our new sign. Lynda Rhyno pointed out that the edges of the sign were quite sharp and she was concerned that someone might hurt themselves on it.
 - F. NEWSLETTER/WEBSITE – Sue Osborn
 - 1. Deadline for next newsletter is February 20, 2014.
 - G. PUBLICITY - Deassa Binstock
 - 1. Deassa will be making rounds to restock vets, pet stores, etc.
- V. AOCNC – Mary Ash/Gerry Glantz/Sue Osborn
 - 1. AOCNC is having an information table to the GGKC show January 25 & 26 and Sue could use some more help with it. If you are available for 2 hrs. on one of those days let Sue know. AOCNC will reimburse you for parking and entry fee.
 - 2. AOCNC Winter Workshop is February 2 in the lower Bays at the Cow Palace. Encouraged more entries.
 - 3. Summer Workshop is July 19 at Cal State Hayward.
 - 4. AOCNC Seminar is September 21 at our clubhouse. Bergin University will be presenting it again with an emphasis on personality assessment and its effect on training. Last seminar was highly recommended and we encourage as many as possible to attend.
- VI. HOSPITALITY
 - 1. Our thanks to Sandy Bonifield and Linda Luchsinger for refreshments tonight.
 - 2. Volunteers for next month are Marilane Bergfelt and Deassa Binstock.

- VII. **SUNSHINE - Bobbie Honsvick**
 - 1. Bobbie had nothing to report. She also mentioned that it was her understanding she was only doing this job temporarily. We are therefore in need of a replacement.
- VIII. **OLD BUSINESS**
 - A. **2014 OBEDIENCE/RALLY TRIAL**
 - 1. Sandy pointed out that our trial date is the same weekend as NASCAR and Bottle Rock which would present great difficulty for competitors regarding traffic and lodging if needed. It was suggested that we cancel the trial for 2014. Mary Ash moved to cancel it this year only, it was seconded by Lynda Rhyno and after discussion the motion carried.
 - 2. A suggestion was made that we contact AKC and reserve the corresponding date for 2015. Also suggested that we set up a Trial Committee right away for the 2015 trial and begin working on location and judges right away.
 - B. **2014 VST TRACKING TEST**
 - 1. VST Test is March 9th. Entries are coming in now
 - C. **2014 AGILITY TRIAL**
 - 1. No Report. There was some confusion about what has or has not been done regarding Trial Secretary changes, whether Lori Abbot had been contacted or the new Secretary set up. It was suggested that we need to get things going right away.
 - D. **XMAS BAZAAR**
 - 1. Vange Leonis reported that everything went well and the new and gently used "stuff" brought in some money. Profit was about \$300.00
- IX. **NEW BUSINESS**
 - A. **VOUCHERS-** Please turn in old vouchers! Any voucher without a number should be exchanged.
 - B. **QUESTION** was asked about a Correspondence Secretary for NVDTTC to receive and report any correspondence. Response was that to the recollection of those present we have never had one.
 - C. **2014 AWARDS DINNER**
 - 1. Dinner is on February 22 at Fillipis. Joy passed out registration forms. Linda Wargo is handling awards, contact her if questions or problems.
 - 2. Club Service Award-no nominations yet – send to Karen Jackson
- X. **BUILDING REQUESTS**
 - 1. Marcia Barkley for Treibball Fun Day. Sunday Feb 16 – 1-3 PM NVDTTC to sponsor and host. M/S/C.
 - 2. May Madness – Karen asked for May 17 and 18 to set up May Madness if Marcia will release Tres Ball class on Monday night. Motion made to allow Karen to have Sat and Sunday to set up for May Madness if Karen is willing to give up Monday Treibball class. Seconded and carried.
 - 3. Judy Gamet, Dog Dancing on Jan 18 or 19 – approved by Board thru email.
- XI. **NEW MEMBERS**
 - 1. Falicia Maher joined NVDTTC with her Labra- doodle. Welcome Falicia.
- XII. **BRAGS**
 - 2. Marilane showed a beautiful drawing Sue Osborn did of her son and his dog.
 - 3. Donna Seaman's dog got his CGC.
 - 4. Pat Martin's Dog titled in several dog dancing venues.

MEETING ADJOURNED at 7:47 pm.

Respectfully submitted,
Gerry Glantz

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
January 20, 2014

- I. CALL TO ORDER
 - A. President Linda Luchsinger called the meeting to order at 6:33 pm.
 - B. Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Sue Osborn, Debbie Payton, Karen Jackson, Marilane Bergfelt, Deassa Binstok and Gerry Glantz
- II. MINUTES
 - M/S/C to accept minutes as published.
- III. TREASURER'S REPORT, Lori Jackson
 - A. C.D.: \$11,808.42
 - B. Savings: \$3,766.15
 - C. Checking: \$10,528.83
 - D. Transferred about \$6,000 last month and will be putting some of it back this month.
M/S/C to accept report as presented.
- IV. BOARD REPORTS
 - A. PRESIDENT'S REPORT, Linda Luchsinger
 - 1. Monthly Board Award discussed, candidates selected.
 - B. VICE-PRESIDENT'S REPORT, Sandy Bonifield
 - 1. Dues are coming in
 - 2. Working on getting a speaker, suggestions were fly-ball, and The Pathway Home
 - 3. Suggested Trainers invite students to general meetings.
 - C. OFFICE, Sue Osborn
 - 1. Everyone knows how to do their jobs so things are going well
 - 2. On the night of Puppy, Adolescent and GM orientation, Sue suggested to have several people at a table and form only one line and have boxes for each class.
 - 3. Sandy suggested having carbonless copies for signup sheets and cash logs.
Cost is \$70.00 for 200 sheets (2 part). Sue will try one out to see how it works.
Moved to order 200 cash sheets, seconded and carried.
 - D. TRAINING, Marilane Bergfelt
 - 1. Boxes set up board members, Trainers now have two boxes.
 - 2. Clarification discussed about who is eligible to assist in Puppy, Ado and GM classes. Suggested that specialty trainers not be included with regular club trainers and if they want to assist they will have to qualify.
 - 3. Teresa will be teaching Advanced Obedience in sessions 2 and 3.
 - 4. Adding 1 Adolescent class in daytime.
 - 5. CGC will be offered 4 times, 2 days and 2 evenings.
 - 6. Senior handler class discussed by Marlene.
 - 7. Looking at changing the curriculum for GM and possibly combining handout with puppy and Ado, then use the handout for all three classes. Marilane will make

- adjmts on GM handout to change from 6 weeks to 5 weeks. Motion to have Marilane combine handouts for puppy, ado and gm into one packet to be handed out one time. Seconded and passed.
8. Worried about it being too hot in the building this summer. We need to figure out some way to get fresh air in the building in the evenings or reschedule classes.
 9. Issues that need to be addresses:
 - a. Process of complaint
 - b. Set up code of ethics/Code of Conduct
 - c. Encourage trainers and office staff to order forms in advance before running out.
- E. BUILDING, Debbie Payton
1. Have handout to give to anyone who rents the building, outlining what is expected, e.g cleaning the building,, taking off garbage, etc. Other issues are liability insurance, cleaning building on Monday rather than Friday.
 2. Have Debbie communicate with all potential renters to convey our regulations, etc. Sandy moved that Debbie clarigy building use and draft a new contract including rules and regulations for building use for both groups and individual members. Seconded and carried.
- F. PUBLICITY, Deassa Binstock
1. Will place ad in paper for second session. 2/5/14 thru 2/11/14. Start signing up current class member last week of January.
 2. Get system in order to respond to people who ask about membership on the class evaluation form. Marilane will pull the evaluations with responses and give them to Deassa and she will call or email or something.
 3. Sue showed us new banner.
- V. AOCNC, Sue Osborn, Gerry Glantz
1. GGKC next weekend
 2. Winter Workshop, we are sponsoring the Beginning Novice ring.
- VI. MEMBERSHIP, Sandy Bonifield
- VII. NEWSLETTER/WEBSITE, Sue Osborn
Put dues renewal note on meeting reminder.
- VIII. HOSPITALITY
1. Thank you to Marilane, Sue and Sandy for tonight's treats.
 2. Volunteer for February meeting: Linda Luchsinger
- IX. OLD BUSINESS
- A. 2014 OBEDIENCE/RALLY TRIAL
Cancelled for 2014. Suggested we try for a date in 2015 and then do a couple of Show and Go's to be sure things run smoothly. Linda and Sandy will check into it.
- B. 2014 RALLY TRIAL
1. Linda has not notified Lori Abbot we are not using her. We are planning to ask Lynda Tjarks to do it. Lori Jackson will be Trial Chairman and will talk to Lynda ASAP and get the ball rolling with AKC etc.

C. VST Test – March 9. Last report we already had 4 entries.

X. NEW BUSINESS

A. Letter of Complaint

Linda told us what happened from her point of view. She felt the evaluator did not know what she was doing. She regretted her outburst and within a day or two she had apologized to both the Coordinator and Evaluator. Of course the person filing the complaint was not aware of that. The conclusion is that we must get a process in order to deal with complaints or misconduct. We also need a code of ethics/conduct to fall back on.

B. Gerry was asked to reply to the complaint, and copy to all board members.

C. Sue got a letter looking for a dog behaviorist who could study the possibility of setting 3 separate fenced areas for dogs as Alston Park.

D. Sue brought up an alternate method of passing out vouchers that might make things easier and faster. They will check into it.

XI. ADJOURNMENT

Meeting adjourned at 9:15 pm

Respectfully submitted,
Gerry Glantz

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
FEBRUARY 10, 2014

- I. Meeting called to order at 6:35 PM by Linda Luchsinger. Board members present: Linda Luchsinger, Sandra Bonifield, Lori Jackson, Sue Osborn, Gerry Glantz, Karen Jackson, Deassa Binstock, Marilane Bergfelt, and Debbie Payton.
- II. Minutes: M/S/C to accept as published.
- III. Treasurer's Report:
CD: 11,814.3
Savings: 7,766.1
Checking: 3,173.53
Transferred \$4,000 from checking to savings. M/S/C to accept report.
- IV. BOARD REPORTS
 - A. President - Linda Luchsinger:
 1. Board Award for this month goes to Joy Wood
 2. A copy of the current financial report is on the bulletin board for anyone interested to see.
 - B. Vice President - Sandy Bonifield: Trying to contact a lady on Nosework for March meeting. If you have suggestions, contact Sandy.
 - C. Office - Sue Osborn: Sue thanked Carol and Margretha for being so efficient and Sandy for all her help. We are soon going "carbonless" on the cash registers. At next registration Sue would like to set up tables outside the office to help speed up registration process.
 - D. Training - Marilane Bergfelt: First session went well. Marilane thanked Bobbie for preparing a form for her on short notice. We are adding a GM+ class (for more advanced students). Teresa doing a Competition Obedience class in sessions 2 and 3. The husband of our Treibball Instructor, Marsha, had a mild heart attack, so the class was cancelled for tonight.
 - E. Building - Debbie Payton: Teresa and her brother, Alex, have been taking home some of the kennels and cleaning them for us. THANKS GUYS!!
 - F. Newsletter/Website - Sue Osborn: Deadline for Newsletter is Feb 20 and March 20 for card. Facebook - like the club and submit a photo and Sue will do a drawing.
 - G. Publicity - Deassa Binstock: Ad place in newspaper for the 5th thru 11th.
- V. AOCNC: Sue Osborn coordinated the GGKC show Literature Table this year and she reports all went well. The Winter Workshop was last weekend, entries were down but it went very well. Thanks to Mary Ash, Jim Spiva, Alex Valdez and Gerry Glantz for running the Beginning Novice ring NVDTA sponsored.
- VI. Hospitality: Thanks to Marilane and Deassa for the great snacks tonight! Volunteers for the March 10 meeting are Chris Mayer and Joy Wood.

- VII. Sunshine: Bobbie will continue until March meeting then Deassa will take over this job
- VIII. OLD BUSINESS
 - A. 2014 Obedience/Rally Trial: This event cancelled for 2014.
 - B. 2014 VST TEST: March 9 at Veterans home in Yountville. Linda Kennard is Committee Chair. We have received 7 entries, so drawing for 4 entries was done today.
 - C. 2014 Agility Trial: Lori Jackson is trial chair. Linda Tjarks agreed to be secretary, but seems to be having a hard time getting judges. The judges from last year could do it again but because of time and distance regulations, only if we move to Cal State Hayward. Lori presented cost figures for Dixon and Cal State. There was discussion but no motions made. Board will be pursuing the subject at their meeting next week.
 - 1. Cal State Costs: 175.00 for 4 hrs + 40.00 each add'l hr. + Porta potties @ 60.00 each + 32.00 for trash cans.
 - 2. Dixon costs: 300/day + 150.00 for Friday setup + 500.00 cleaning deposit
 - D. PLEASE TURN IN OLD VOUCHERS
- IX. NEW BUSINESS
 - A. 2014 AWARDS DINNER: Joy. Awards Dinner is on February 22nd at 6:00 pm at Filippi's. Reservations close tonight so see Joy if you want to attend. Corkage fee could possibly be \$10.00, although they are trying to get it reduced or removed. Motion to approve \$100.00 for incidental costs. S/C.
 - B. Miniature Schnauzer Club asked for use building June 22, 2014. M/S/C to approve request.
- X. NEW MEMBERS - No new members
- XI. BRAGS: Christy Rose, Chudleigh finished master jumpers and masters standard titles. Linda Luchsinger said Lola got points at last show.
- XII. Miscellaneous Reminders
 - A. Lost and found – Please check to see if there is something that belongs to you.
 - B. Don't forget to renew your dues.
- XIII. ADJOURNMENT: The meeting was adjourned at 7:35 pm.

Respectfully Submitted,
Gerry Glantz, Secretary

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
February 17, 2014

- I. CALL TO ORDER
 - A. President Linda Lucksinger called the meeting to order at 6:30 pm.
 - B. Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Sue Osborn, Debbie Payton, Karen Jackson, Marilane Bergfelt, Deassa Binstock and Gerry Glantz.
- II. MINUTES
 - Ammendments:
 - IV. BOARD REPORTS
 - D. Training, Marilane Bergfelt
 - 1. There are now boxes in the office for Board, Committee Chairs and Instructors.
 - 2. Teresa will be teaching a Competition Obedience class in Sessions 2 & 3.
 - 3. Adding 1 Puppy class in daytime.
 - IX. OLD BUSINESS
 - B. 2014 Agility Trial
 - M/S/C approved as amended
- III. TREASURER'S REPORT, Lori Jackson
 - A. C.D.: \$11,814.37
 - B. Savings: \$1,224.43
 - C. Checking: \$7,766.15
 - D. M/S/C to accept report as presented
- IV. BOARD REPORTS
 - A. PRESIDENT'S REPORT, Linda Luchsinger
 - 1. Nothing to report
 - B. VICE-PRESIDENT'S REPORT, Sandy Bonifield
 - 1. Deassa helping to get March or April meeting, possibly Sara Scott a trainer or maybe a behaviorist?
 - C. OFFICE, Sue Osborn
 - 1. We now have carbonless cash logs in the office.
 - 2. Sue suggested we put signup sheets in a ring binder with dividers, each set of classes in a separate binder
 - 3. Building Key situation. Some of office workers do not have keys and cannot come in when needed to transcribe messages, etc. Sue suggested we have a spare that office manager can check out to helpers and then get back. It was agreed to proceed.
 - 4. Sue looking for someone to come in Friday or Saturday. Deassa volunteered to cover Friday and Sandy will cover Saturday.

5. Registration Nights. Sue suggested table setup to make things run smoother. Discussed who is responsible for having forms ready for signups. It was decided that Trainers are ultimately responsible for having handouts ready. Trainers and helpers together can get clipboard ready. Karen will do copying but office staff or training chair will let her know when and what is needed.
- D. TRAINING, Marilane Bergfelt
1. There was a discussion about a former student, who is handicapped and has difficulty understanding and handling the dog, returning for additional classes. It was decided to have Marilane and Sandy follow up with student.
 2. Marilane presented a new Code of Conduct. After reading and discussion all board members signed it.
 3. Marilane asked for approval of dates for the Therapy Team Advanced Skills Classes. Dates penciled in calendar approved.
 4. Discussion regarding what should be done about the Triebball classes Marcia has missed. Motion made, for continuing students, they can pay \$63.00 (cost for 3 classes) and get 5 classes, no vouchers accepted. Seconded and carried
 5. Motion made for students not continuing we will refund the cost of 2 classes ($\$21 \times 2 = \42). Seconded and carried.
 6. Proposed Triebball Fun Day on April 6th
 - a. Confirmed they will be operating under NVDTC's insurance
 - b. We need to be sure they are aware of club policies regarding use of building, removal of trash and who will be responsible to open and close the building.
 - c. No charge for building, and Marcia will give back to club any amount over her expenses.
 7. Job Descriptions - Marilane expressed concern that Trainer Job Descriptions need to be review and possibly updated. She asked if the board wanted to be involved, but the board felt it could be handled by the Training Committee and submitted to board for approval.
 8. Marilane said she remembered discussing the number of assistants needed for different class sizes, but could not find it in the minutes, so was asking for clarification of the issue. After discussion, motion made to the following numbers: 5-8 students – 1 assistant; 9-12 students – 2 assistants; 13+ students – 3 assistants. Motion seconded and carried.
 9. There is a need for more qualified Assistants. Deassa and Marilane will continue to address the issue and possible solutions.
- E. BUILDING, Debbie Payton
1. Rescheduling cleaning from Fridays to Monday morning. We need to find out what they are actually doing each week and suggest they vacuum around the edges better. Sue will send a written list of duties to Debbie.
 2. Ask Joy to remove her stuff from office and electrical room.
 3. We need to get shelving for supplies in Bathroom.
 4. Crates are being cleaned by Teresa and her brother.
 5. Need to arrange a time to start laying new mats. In preparation we need to:

- a. Replace wood floor section
 - b. Lay mats out flat for a time and then tape
 - d. See about getting outside help because club members are not able to do it alone. Suggested Christmas vacation would be a good time because classes down.
6. Use of building –We need a written policy stating who can use the building and what the charges are. We also need to update our contract and add addendum about any conditions of use and what is expected of the users. We also should be charging a refundable Cleaning Deposit, amount to be determined. Debbie is willing to get the contract and policy in place, but does not feel she can be the person in charge of renting the building.
7. Debbie will not be at next General Meeting.
- F. PUBLICITY, Deassa Binstock
1. Deassa went thru session 6 reviews to check people who are interested in getting newsletter and coming to meeting and perhaps join. She will follow up.
- V. AOCNC, Sue Osborn, Gerry Glantz
Nothing new to report
- VI. MEMBERSHIP, Sandy Bonifield
1. Sandy has 3 applications, waiting for prospective members to attend a meeting.
- VII. NEWSLETTER/WEBSITE, Sue Osborn
Nothing to report
- VIII. HOSPITALITY
1. Our thanks for tonight's treats go to Linda Luchsinger
 2. Volunteer for next month's meeting: Marilane – will order pizza
- IX. OLD BUSINESS
- A. 2014 OBEDIENCE/RALLY TRIAL
1. Bottle rock will not be an issue as the date has been changed.
 2. Would still like to stay at clubhouse. May do some show 'n go's to get the feel of things. Or perhaps go back to PSI.
 3. Suggested that Gerry and Sue put together a committee to oversee planning of trials, workshops etc. for the coming 3 to 4 years. Ask for volunteers from general membership and gather info necessary and present to Board and/or general membership.
- B. 2014 VST TEST on March 9th. Linda Kennard gave her report at General.
- C. 2014 AGILTY TRIAL
1. Linda going to contact Trial secretary and ask her to find two other judges and plan on staying at Dixon.
 2. Linda asked to be cc'd in all communications.
- X. NEW BUSINESS
- A. Board Award – Discussion of possible candidates. Selected March recipient.
- B. Classes for Ross Mini – Discussion about continuing to offer free classes to Ross. It was decided to offer him a free regular class (no specialty classes) per session as long as he is employed by Sawyer Properties and we are renting from them. Letter will be sent advising him.

NVDTC BOARD MEETING MINUTES

February 17, 2014

UNAPPROVED

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C. Critter Comforters – they are in need of more labels. Motion made to order 200 more labels. Seconded and carried.

D. Code of Conduct – Marilane is working of a code that can be added to the Membership application. A comment will be put in the newsletter asking for suggests from members.

XI. ADJOURNMENT

Meeting adjourned at 9:15 pm.

Respectfully submitted,

Gerry Glantz

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
March 10, 2014

- I. CALL TO ORDER - Meeting called to order by President Linda Luchsinger at 6:30 pm.
- II. MINUTES
 - A. M/S/C to accept minutes of previous meeting as published.
- III. TREASURER'S REPORT
 - A. Checking: \$4,682.21
 - B. CD: \$11,814.37
 - C. Savings: \$7,756.15
- IV. BOARD REPORTS
 - A. President's Report – Linda Luchsinger
 - 1. Board Award was awarded to Linda Kennard
 - B. Vice President – Sandy Bonifield
 - 1. Sara Scott will be our guest speaker tonight
 - 2. Kelly Tracy will speak to us next month. Napa County Animal Shelter
 - C. Office – Sue Osborn
 - 1. Thanks to all the folks who have been helping in office. At orientation the table setup went well, and we will continue to use this process.
 - D. Training – Marilane Bergfelt
 - 1. Some of the classes are very full so some of the assistances are bouncing around to help where needed. Things are going well.
 - E. Building – Debbie Payton
 - 1. No report
 - F. Newsletter/Website – Sue Osborn
 - 1. Next deadline for postcard is March 20
 - 2. Facebook getting more activity – over 250 likes
 - G. Publicity – Deassa Binstock
 - 1. Using reviews to contact former students to encourage attending meetings
- V. AOCNC – Mary Ash, Gerry Glantz, Sue Osborn
 - A. Summer workshop, July 19
- VI. HOSPITALITY
 - A. Thanks to Chis Mayer and Joy Wood for our treats tonight.
 - B. Joy Sedlock and Linda Kennard volunteered for next month
- VII. SUNSHINE - Deassa
 - 1. Jean Macdonald had several strokes, wants to remain a member but will not be attending meetings or helping with events.
 - 2. Marsha Barkley lost her dog recently
 - 3. Lori Morris having health trouble
- VIII. OLD BUSINESS

- A. 2014 Obedience Trial – cancelled, but we need to start planning 2015 Trial
 - 1. Where are we going to hold trial? Option: PSI or our building. Will look into PSI.
 - 2. When? Are we going to hold our AKC date?
 - 3. Judges?
 - 4. Strategic planning committee, Sue and Gerry
 - B. 2014 VST TEST
 - 1. 5 tracks laid and had 2 passes.
 - 2. Good time had by all.
 - 3. Thanks to all the tracking committee members.
 - C. 2014 AGILITY TRIAL - Karen Jackson reporting for Lori Jackson
 - 1. Working on Fairgrounds contract
 - 2. May have trouble getting really good judges so entries may go down.
 - D. CLUB SERVICE AWARD this year went to Jim Spiva. Since he did not make it to the Awards dinner, tonight Karen gave him a nice tribute and presented the plaque to him.
- IX. NEW BUSINESS
- A. LAPS use of building on M/S/C to approve
 - B. Seminar by Adelle Yunck Sept 6 and 7. Many details still undetermined. We would be working with Oakland DTC and we share the profit with them. M/S/A to accept.
 - C. Code of Conduct – still looking for suggestions. Will be discussed further at the next board meeting.
 - 1. The last paragraph about handling of complaints needs to be examined carefully and possibly reworded to be clearer.
 - D. Trieball Fun Day – M/S/C to accept proposed fun day as submitted.
- X. NEW MEMBERS
- A. M/S/C to accept four new members - Welcome!
 - 1. Robert Blair and his poodle
 - 2. Judy Conely and her poodle
 - 3. Midori Morgan and her poodle
 - 4. Mellene Miller and her (yes, you guessed it) poodle.
- XI. BRAGS
- A. Mary Ash, Linda Wargo, Christy Rose and Linda Luchsinger had brags to share with us.
- XII. ADJOURNMENT & GUEST SPEAKER
- Meeting was adjourned at 7:20 and shortly thereafter our guest speaker, Sara Scott was introduced.

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
April 14, 2014

- I. CALL TO ORDER - Meeting called to order by Vice-President Sandy Bonifield at 6:35 pm.
 - A. Board members present: Sandy Bonifield, Sue Osborn, Gerry Glantz, Lori Jackson, Deassa Binstock, Debbie Payton and Karen Jackson. Absent: Linda Luchsinger.
- II. MINUTES- Gerry Glantz
 - A. M/S/C to accept minutes of previous meeting approved as published.
- III. TREASURER'S REPORT
 - A. Checking: \$594.91
 - B. CD: \$1,1814.37
 - C. Savings: \$7,766.52
- IV. BOARD REPORTS
 - A. President's Report – Sandy Bonifield for Linda Luchsinger.
 - 1. The Board Award for April was presented to Marlene Soldavini.
 - B. Vice President – Sandy Bonifield
 - 1. No Report
 - C. Office – Sue Osborn
 - 1. Sue expressed her thanks to the following people who helped her out in the office: Carol Coawette, Margretha Lane, Deassa Binstock, Sandy Bonifield, Lynda Rhyno, Mary Ash and Laura Ecklin.
 - 2. Said she needed someone to help on Wednesday evening and Deassa Binstock volunteered.
 - D. Training – Marilane Bergfelt
 - 1. Marilane and Sue are continuing their work to streamline operations and are generating some new forms as well as revising some of the older ones.
 - 2. Training Committee met and set a tentative schedule for the rest of the year. Some changes may be needed and will be adjusted as we go.
 - 3. New Sampler Class was added for sessions 4 and 5. The class will consist of 2 weeks each of pre-agility, beginning rally and beginning freestyle.
 - 4. Tricks and Games is returning in Session 5, Beginning Freestyle is returning in sessions 5 and 6, CGC in sessions 6 and 7 and Agility Foundation Skill/Beginning Jumpers will be in sessions 6 and 7.
 - 5. Competition obedience will be in this session.
 - E. Building – Debbie Payton
 - 1. We need to set date to clean the clubhouse, hopefully next month. A signup sheet will be put up for volunteers.
 - F. Newsletter/Website – Sue Osborn
 - 1. April 20 deadline for newsletter information
 - G. Publicity – Deassa Binstock

1. If you notice any Vets office is out of brochures, let Deassa know and she will take care of it
- V. AOCNC – Mary Ash, Gerry Glantz, Sue Osborn
 - A. Summer workshop, July 26 at Cal State. Napa sponsoring Rally ring. Potluck for lunch.
 - B. September 21st AOCNC Seminar featuring Bergin University will be held at Napa Clubhouse. Only cost is \$10.00 for food. Each club will be allowed two working teams and three auditors.
 - C. October 11th is the annual Presidents Appreciation Lunch/Meeting, place to be announced.
- VI. HOSPITALITY
 - A. Thanks to Joy Sedlock and Linda Kennard for the goodies tonight.
 - B. Volunteers for next month are Robert Blair and Cathy Wade
- VII. SUNSHINE - Deassa
 - A. Ross Mini's Mother passed away.
- VIII. OLD BUSINESS
 - A. 2014 AGILITY TRIAL - Lori Jackson
 1. Working on Fairgrounds contract
 2. Still working on getting Chief Ring Stewards. Mary Ash will check with a couple of people to see if she can get some volunteers.
 3. Teresa and Margretha will do the Raffle
 - B. May Maddness – Karen Jackson. Because of a conflict in Karen's schedule, the event has been changed to the June meeting.
 - C. Still working out the details for the Adele Yunck Seminar on Sept 6 and 7. Many details still undetermined.
 - D. Code of Conduct – Marilane is working with Linda's daughter and they hope to have it ready to bring to May meeting.
- IX. NEW BUSINESS
 - A. Yellow ribbon project- Training committee discussed this project and are not sure where it fits into our club's program. They felt we should have information available to club members and trainees and possibly be discussed in orientations.
 - B. Marsha looking for a child size soccer net, if anyone has one.
 - C. 2015 VST Committee had a meeting and all preliminary plans are already made.
- X. NEW MEMBERS
- XI. BRAGS
 - A. Teresa Russell, Mary Ash and Lori Jackson shared brags with us and Cheryl Meyer introduced us to her 47th rescue dog.
- XII. MEETING ADJOURNED at 7:10 pm.
- XIII. GUEST SPEAKER, Kelly Tracy, from the Napa County Animal Shelter, was introduced.

NAPA VALLEY DOG TRAINING CLUB

BOARD MEETING MINUTES

March 17, 2014

- I. CALL TO ORDER
 - A. President Linda Lucksinger called the meeting to order at 6:35 pm.
 - B. Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Debbie Payton, Karen Jackson, Marilane Bergfelt, Deassa Binstock and Gerry Glantz.
Absent: Sue Osborn
- II. MINUTES
 - A. M/S/C to approve as published
- III. TREASURER'S REPORT, Lori Jackson
 - A. C.D.: \$11,814.37
 - B. Savings: \$7,766.15
 - C. Checking: \$4,607.72
 - D. M/S/C to accept.
- IV. BOARD REPORTS
 - A. PRESIDENT'S REPORT, Linda Luchsinger
No Report
 - B. VICE-PRESIDENT'S REPORT, Sandy Bonifield
 - 1. Kelly Tracy from Napa county animal shelter is guest speaker.
 - 2. Discussion about the negativity expressed at the last general meeting and any way we can keep it to a minimum.
 - 3. Nothing to report for Membership
 - C. OFFICE, Sue Osborn
 - 1. Sent request to purchase some binder and wire wall mounted bins for office.
M/S/C to approve.
 - D. TRAINING, Marilane Bergfelt
 - 1. Marilane brought the Confidentiality statement for the two board members who were absent at the last meeting. Both signed it.
 - 2. Trieball starting again on March 10th. Continuing students pay \$63.00 each, no vouchers.
 - 3. Job Descriptions and Trainers contract – Marilane still working on both
 - 4. CGC class cancelled in Session 3 and session 2 and 3 will be the same. M/S/C to accept.
 - 5. Qualified Assistants – Marilane was given permission to write a letter to current assistants to clarify if still interested.
 - 6. Discussion regarding Vouchers and Refunds. Questions answered about how paperwork is handled and filed, etc.

7. Issues regarding Reactive Dogs – it was suggested that the people answer and returning calls ask questions to try to sort out these type of dogs and direct them to an individual trainer or another class that might be better for them. Some discussion about providing a written script to ask the proper questions.
 8. Yellow Dog Project – Marilane is checking with the Napa Humane and is waiting to hear back. Several people looking for info to help us promote and advertise at the club with posters etc.
- E. BUILDING, Debbie Payton
1. Cleaning is now being done on Mondays. S
 2. One of the toilets needs to have the handle fixed.
 3. Joy has not yet moved her belongings. Will send her another reminder.
 4. We still need some shelving in the bathroom for storage
- F. PUBLICITY, Deassa Binstock
1. Newspaper ad will run from 3/31 thru 4/6 for next session
 2. Deassa went over the class reviews and is responding with personal emails.
- V. AOCNC, Sue Osborn, Gerry Glantz
1. Remember to encourage your students to enter if ready.
- VI. NEWSLETTER/WEBSITE, Sue Osborn
- Nothing to report
- VII. HOSPITALITY
- A. Thanks to Marilane for the goodies tonight.
 - B. Volunteer for next month is Debbie Payton
- VIII. OLD BUSINESS
- A. 2014 OBEDIENCE/RALLY TRIAL
 1. Offer came from Mensona to combine our trial with their show, but it was not considered due to several changing circumstances.
 - B. 2014 VST TEST on March 9 – no report yet
 - C. 2014 AGILTY TRIAL - Trial Committee Chair, Lori Jackson reported:
 1. Dixon Fairgrounds and equipment will cost \$1,518.50.
 2. We have one Judge, Wendy ?, who is provisional now but will be approved by trial date.
 3. Karen Jackson will do Hospitality
 4. Lori will contact Linda Wargo to ask her to be chief ring steward
- IX. NEW BUSINESS
- A. Classes for Ross Mini – Discussion about continuing to offer free classes to Ross. It was decided to offer him a free regular class (no specialty classes) per session as long as he is employed by Sawyer Properties and we are renting from them. Letter will be sent advising him by Gerry Glantz
 - B. Code of Conduct – Marilane had two responses to request for feedback. One respondent was thoughtful and she expresses several concerns, such as safety if reactive dogs are present and suggested the yellow ribbon program. The other respondent was critical. The points made were concern about their dog's safety and

the question about releasing member's info to outside companies for advertising purposes. We need to add a disclaimer on our application and/or roster, "for club use only". The code of conduct was reviewed and with one minor wording change will be presented to the general membership at the next meeting. The yellow ribbon program will be discussed at the next Training Committee meeting. Sue will put link on our website to yellow ribbon site to begin with. Code of Conduct will be on application. Make a poster of the code to post on wall after it is approved. Discussed briefly a method of handling disputes, which we will be working on more. Linda's daughter can work up the actual procedure for us. Question also presented on how are we going to enforce it. That is yet to be determined.

- C. May Madness – Karen reported they have a family conflict that will prevent them doing the May Madness. Suggested they could change to June and everyone thought that would be fine. Can call it June Jamboree.

XI. ADJOURNMENT

Meeting adjourned at 9:00 pm.

Respectfully submitted,
Gerry Glantz

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
April 21, 2014

- I. CALL TO ORDER
 - A. President Linda Lucksinger called the meeting to order at 6:33 pm.
 - B. Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Debbie Payton, Karen Jackson, Marilane Bergfelt, Deassa Binstock, Sue Osborn and Gerry Glantz.
- II. MINUTES
 - A. M/S/C to approve as posted.
- III. TREASURER'S REPORT, Lori Jackson
 - A. C.D: \$11,814.37
 - B. Savings: \$7,766.62
 - C. Checking: \$8,542.63
 - D. Problem with Joy's vouchers, which seemed to be missing. Others had put in vouchers and Lori did not know it. Linda will take to work and check it out.
 - E. M/S/C to approve.
- IV. BOARD REPORTS
 - A. PRESIDENT'S REPORT, Linda Luchsinger
 - 1. Board Award for June discussed
 - B. VICE-PRESIDENT'S REPORT, Sandy Bonifield
 - 1. No speaker for May
 - 2. New member packets assembled and ready for distribution.
 - C. OFFICE, Sue Osborn
 - 1. Wooden bar moved to another wall, Debbie will finish it off.
 - 2. Info on website about orientation – add that dogs not allowed at that class.
 - 3. Office staff meeting – Sue feels need for additional training. Sandy will help her. Sue will schedule it.
 - 4... Midori Morgan offered to help in the office. Sandy will be able to help train her.
 - 5. Sue asked about accessing the message machine remotely. There is a manual, so she will check it out.
 - 6. Sue presented new signup sheets for classes. Wants to set up with carbonless copies. Costs for 200 first pages would be \$66.62. For 100 second pages it would be \$52.16. Sue moved to proceed, it was seconded and passed.
 - 7. For advanced they have combined all info needed on one form rather than 3 separate forms. Moved to accept revision and convert to carbonless copies, it was seconded and passed.
 - 8. Sue introduced a new website that facilitates setting up forms for all reasons. She set up an interest form for use on our website for people to request contact from us. We can use this form free. If we make any other forms or change access to the form the cost could be \$30. Motion made to allow it, seconded and passed.

D. TRAINING, Marilane Bergfelt

1. Training Equipment
 - a. Looking for a receptacle for Target Sticks
 - b. Baby gates are in need of replacement parts. A list will be compiled and a source and pricing found.
2. Training Classes
 - a. Sessions 4 thru 7 set (done for year)
 - b. CGC offered once in daytime and once in evening
 - c. New classes: Sampler class, Into to Rally, Tricks and Games, Beginning Freestyle, Agility Foundation/Beginning Jumpers
3. Discussion of how to promote our classes outside the club. Deassa will deliver postcard size flyers.
4. Discussion about dealing with Reactive dogs. A list of questions will put together to help office workers screen for reactive dogs. Deassa could possibly offer a special class.
5. Training Committee asked that Teresa Russell be approved as instructor for Pre-Agility. Moved, seconded and carried.
6. Assistants – We are still trying to compile a list of all approved assistants. There are 3 currently interested in becoming assistants, Midori Morgan, Debbie Taylor and Robert Blair. All were approved with some provisions. Not sure Debbie is a member, and Midori and Robert would need training. The committee agreed that there should be some in-house training to help instructors and assistants. Details still being worked out.
7. The club needs to do some financial analysis to determine if any of the classes are not breaking even or draining the club.
8. Marcia Barkley offered to teach beginning competition obedience and NoseWorks, using the same financial arrangement as her current class. After discussion the board felt it was not a good idea at this time.
9. Yellow Dog Project and DINOS – Marilane has gathered some info to be used in the Puppy, Ado and GM1 instructors. Suggested we create some posters for clubhouse.
10. Dog Body Language Posters – trying to locate some posters to be mounted and hung in clubhouse.
11. Miscellaneous Issues
 - a. Gerry not aware Board Minutes were supposed to be posted in clubhouse and it is difficult for her to do so. Sue Osborn will print a copy and post when she receives the file to be posted on website.
 - b. Partial Refund for dogs who cannot continue classes due to behavioral issues, owner's health or other issues. Will be examined on a case by case basis and issued as agreed.
 - c. Credit Voucher should be issued for Eric and Jennifer Magnani for full class due to injury to dog.


- e. Sandy will examine and update supplies in our First Aid kit.
- E. BUILDING, Debbie Payton
 - 1. Back rollup door could not be closed completely and Marilane had to call Linda for help to close it. Debbie will look at it.
 - 2. Ladders used for puppy class are fixed.
 - 3. Debbie looking for a cleanup date.
 - 4. We also need to replace the wooden section of the floor.
 - 5. Suggested we give Teresa a \$40 voucher for cleaning all the crates. M/S/C.
- F. PUBLICITY, Deassa Binstock
 - 1. Dates for next newspaper ad are May 21 to 27.
- V. AOCNC, Sue Osborn, Gerry Glantz
 - 1. Summer workshop coming in July
 - 2. Seminar
 - 3. Presidents appreciation Luncheon and Meeting
- VI. NEWSLETTER/WEBSITE, Sue Osborn
 - A. See above
- VII. HOSPITALITY
 - A. Thanks to Debbie Payton for the treats tonight.
 - B. Volunteer for next month is
- VIII. OLD BUSINESS
 - A. 2014 OBEDIENCE/RALLY TRIAL - Gerry got an email from Debbie Best asking if we still want her help with the trial – no one notified her that it was cancelled. Linda notified Debbie of cancellation.
 - B. 2014 VST TEST -
 - 1. Tammy Domico and Kera Holm are our judges.
 - 2. Everything set up with AKC.
 - C. Vouchers
 - 1. Someone is selling vouchers, will we honor them? As long as they are numbered they will be honored. If they are not numbered, the original owner must turn them in to get numbered ones. Not a good idea to advertise they are transferable.
 - 2. Discussed possibility of partial refunds for difficult dogs or special circumstances. M/S/C to give partial refunds on a case by case basis.
 - 3. Vouchers need to be revised by deleting the line about being able to use for drop-ins. Sue will redo the master for all vouchers.
 - 4. Gerry has letter to Ross Mini ready, but is waiting for address. Gave letter to Linda.
 - 5. Code of Conduct - Marilane met with Linda's daughter and went over what was done so far. Work is continuing.
- IX. NEW BUSINESS

- A. Vizsla club request for use of equipment. Moved to allow use of use high, broad, bar jumps and possibly baby gates with \$50 deposit, refundable upon return of equipment. Seconded and carried.
 - B. There will be a Pat Miller Seminar, June 28 & 29 at Peninsula Humane in Burlingame.
 - C. Request for reimbursement for 5 trainers to the Nicole Wild behavior seminar recently. Moved to approve, seconded and carried.
- XI. ADJOURNMENT
Meeting adjourned at 9:05 pm.

Respectfully submitted,
Gerry Glantz

NAPA VALLEY DOG TRAINING CLUB

GENERAL MEETING MINUTES

 April 12, 2014

- I. CALL TO ORDER: Meeting called to order by Linda Luchsinger at 6:38 pm.
Board Members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Karen Jackson, Sue Osborn, Deassa Binstock, Debbie Payton, Marilane Bergfelt and Gerry Glantz
- II. MINUTES - Gerry Glantz
M/S/C to accept minutes as published online
- III. TREASURER'S REPORT – Lori Jackson
CD: \$11,820.20
Savings: \$7,766.62
Checking: \$4,198.18
Rent increased to \$5,125.00 per month
M/S/C to accept report as presented
- IV. BOARD REPORTS
 - A. President, Linda Luchsinger
The Board Award for May was presented to Margretha Lane for her hours of work behind the scenes at many of our events, making great raffle gifts and taking pictures and working in the office to name a few.
 - B. Vice-President, Sandy Bonifield
Sandy announced that Sue had completed an Attendance Chart of all attendees at the monthly meetings this year. It will be hung in the clubhouse.
 - C. Office Manager, Sue Osborn
 - 1. Sue thanked her faithful office helpers, Jim Spiva, Carol Coawette, Margretha Lane, Deassa Binstock, and Sandy Bonifield.
 - 2. Midori will start working in the office on Wednesdays.
 - 3. There was a staff meeting for office works to go over procedure. Minutes of that meeting are in the Office Ring Binder. Sue is continuing work on updating and organizing the binder.
 - 4. The new carbonless forms are now being used and everyone loves them.
 - 5. There is a new interactive response form on our website so people can indicate interest in having club contact them. Sue has already had several requests.
 - 6. Sue thanked Bobbie Honsvick for her years of service, faithfully mailing out the Newsletter to club members.
 - D. Training Chairperson, Marilane Bergfelt
 - 1. Classes are going well this session.
 - 2. They have developed a form and are encouraging people who are interested in the Specialty Classes to sign up early.
 - 3. There is an In-house training session at the clubhouse this Friday. It is for assistants and anyone else who might be interest.
 - E. Building Supervisor, Debbie Payton. Nothing to report
 - F. Newsletter/Website, Sue Osborn

1. Deadline for Postcard is the 20th of May.
- G. Publicity, Deassa Binstock
 1. Sent out more emails in response to surveys on class signup sheets.
- V. AOCNC
 - A. Next Quarterly meeting is June 21st at San Lorenzo DTC in San Leandro.
 - B. Summer Workshop is July 26th at Cal State Hayward. NVDTC is sponsoring a Rally ring and will need volunteers to help out.
 - C. AOCNC is hosting a Seminar at NVDTC facility. More information coming later.
- VI. HOSPITALITY

Our thanks to Cathy Wade for the refreshment tonight. There will be no refreshments at the June meeting as it is our June Jamboree fun night.
- VII. Sunshine, Deassa Binstock

We are happy to see Jim Spiva recuperating rapidly from his eye and hand surgeries.
- VIII. OLD BUSINESS
 - A. June Jamboree – After a brief business meeting, the June Jamboree will provide loads of fun for our canine friends.
 - B. Events Strategic Planning Committee Report

Gerry Glantz reported that she, Sue Osborn and Linda Wargo met to begin discussion regarding future events at NVDTC. Teresa Russell was not able to attend, but did have some input via email. It was the consensus of the committee that before we can effectively make recommendations regarding planning of events, we need to seek some input from club members about where they would like to see the club go. To that end, a short survey is being developed to gather data so a clear direction can be determined. Gerry asked that club members complete and return the survey as soon as they get it so the process can be expedited.
 - C. 2014 Agility Trial, Lori Jackson
 1. Grounds are secured.
 2. Judges will be Kera Holm and Tamra Doninco.
 3. Lori asked for direction about how finances should be handled. The options are: 1) The Trial secretary handles all funds – receives entries, pays all costs, etc. 2) NVDTC handles all the money, receives checks, pays expenses, etc. Lori recommended option #1. Moved to select option 1, seconded and carried.
 4. Lori asked again for volunteers for chief ring stewards for the two rings. Teresa Russell and Mary Ash volunteered.
 - D. Complaint Form/Code of Conduct. This process has been evolving over the past weeks and at this time both have been combined into the Mission Statement, Vision and Values. Board still working on the finishing touches and should be presented to general membership very soon.
- IX. NEW BUSINESS
 - A. Linda reported our Tax Returns are done will be in the mail by Thursday.
- X. NEW MEMBER
 - A. Ilona Rosson applied for membership. M/S/C to accept her application.

XI. BRAGS

- A. Joy, Mary, Linda, Stephanie and Marlene shared brags with us and Sandy told us about her new puppies!
- B. Vangie Leonis mentioned that NVDTC has a team presenting 2 routines at the International Drill Team Challenge

XII. Meeting adjourned at 7:33 pm

Respectfully submitted,

Gerry Glantz, Secretary

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
May 19, 2014

- I. CALL TO ORDER
 - A. President Linda Lucksinger called the meeting to order at 6:35 pm.
 - B. Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Debbie Payton, Karen Jackson, Marilane Bergfelt, Deassa Binstock, Sue Osborn and Gerry Glantz.
- II. MINUTES
 - A. Unavailable to approve. Will send copies to board members for approval by email.
- III. TREASURER'S REPORT, Lori Jackson
 - A. C.D: \$11,820.20
 - B. Savings: \$7,766.62
 - C. Checking: \$3,951.18
 - D. Not enough ready for Rent. Moved to transfer \$3,000 from saving and then replace it when class fees come in the first of June. M/S/C.
 - E. Marilane gave check from LAPS to Lori and also a bill from Marsha for her classes.
- IV. BOARD REPORTS
 - A. PRESIDENT'S REPORT, Linda Luchsinger
 - 1. Board Award for June discussed
 - B. VICE-PRESIDENT'S REPORT, Sandy Bonifield
 - 1. After Aug meeting, Linda Wargo will give an Agility steward training workshop.
 - C. OFFICE, Sue Osborn
 - 1. We need to have a couple of signs made up for registration table, "Make checks payable to NVDTCC" and "Have shot records ready".
 - 2. Discussion about paperwork and proper handling of all the copies. Sandy and Linda will write the procedure down for everyone to refer to.
 - 3. Sue made Job descriptions for Office Manager and Office Volunteers. Pointed out that several other Board positions do not have descriptions.
 - 4. We need a sign or something to ask people entering the office to be quiet so folks on the phone can hear. Will study more looks for a solution.
 - 5. Signup sheets have been left on clipboards, everyone needs to be sure they get back into the binders.
 - D. TRAINING, Marilane Bergfelt
 - 1. First Assistants meeting was held and 16 attended. Results of meeting with updates
 - 2. Recommended to approve Marcy Neller to assist for puppy, ado, gm1 or gm2. M/S/C
 - 3. Risha Martin and Wendi Piscia would like to be reinstated as assistants, but they need to join as they are not currently members.
 - 4. Next session Robert and Midori will be starting their training.
 - 5. Sandy recommended that Marlene Saldovini be approved for ADO. M/S/C.

6. Marilane checking supply of forms and will have count ready for more copies in a few days.
 7. New form for people interested in becoming assistants was presented.
 8. Miscellaneous Issues
 - a. Marilane said she had two puppies having surgery and asked if she should give a voucher or refund fee. Sandy moved to give a full refund to both owners. S/C.
 - b. Deb Dennis' dog was injured. Moved to give full credit voucher to expire in 1 year. S/C.
 9. Marsha asked to give her students credit for missed classes due to her husbands' illness. Suggest we just ask students to pay \$21 for each class they attend and no voucher can be used. The two classes Marsha missed will be made up whenever she can teach. M/S/C.
 10. Marilane will call instructors about how the GM1 lesson plans are going.
 11. Marilane has been looking for people interested in becoming Instructors and cannot find any. May be time to look for outside trainers. A few names were mentioned but nothing further decided.
- E. BUILDING, Debbie Payton
1. Marilane gave Debbie a list of little things that need to be done in the building.
 2. Major Cleaning date – Debbie will put out a signup sheet. Will get advice from others who have already done it about what exactly needs to be done.
 3. Fire extinguishers need to be updated.
- F. PUBLICITY, Deassa Binstock
1. Helping with calls on interest list
 2. When we get low on brochures, Deassa will repeat the last order at Minuteman.
- V. AOCNC, Sue Osborn, Gerry Glantz
1. Nothing new to report
- VI. NEWSLETTER/WEBSITE, Sue Osborn
- A. Nothing to report
- VII. HOSPITALITY
- A. Lori and Karen volunteered to bring refreshments next month.
- VIII. OLD BUSINESS
- A. 2014 OBEDIENCE/RALLY TRIAL – Nothing to report
- B. 2015 VST TEST
1. All preparatory arrangements have been made.
- C. AGILITY TRIALS
1. We have no Mach poles so will need to order some.
 2. Check to see if we have medallions for titles. If not, get price for reorder.
 3. Fees: 1st is 21.00 , 2nd thru 4th same dog are 16.00
 4. Moved to give hospitality a budget of \$250.00. S/C
- B. EVENT STEERING COMMITTEE

1. Member Survey presented. Needs a little revision which Sue will do right away.
Suggested we get survey out as soon as possible so we can start taking action.
- C. Code of Conduct
 1. Linda and her daughter are still working on minor revisions and hope to have the new code ready to present to members soon.
- IX. NEW BUSINESS
 - A. Schnauzer club needs to change their reservation date from June 22 to June 29.
M/S/C
- X. ADJOURNMENT
Meeting adjourned at 9:30 pm.

Respectfully submitted,
Gerry Glantz

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
June 9, 2014

- I. CALL TO ORDER – Meeting called to order at 6:33 pm by President Linda Luchsinger. Board Members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Karen Jackson, Sue Osborn, Deassa Binstock, Debbie Payton, Marilane Bergfelt and Gerry Glantz
- II. MINUTES - Minutes of the May 12th meeting approved with change as follows: under Hospitality, Lori and Karen Jackson are providing refreshments for the June 9 meeting.
- III. TREASURER'S REPORT – Lori Jackson
 - A. CD: \$11,820.20
 - B. Checking: \$7,766.62
 - C. Savings: \$4,325.43M/S/C to accept as presented
- IV. BOARD REPORTS
 - A. PRESIDENT – Linda Luchsinger
 - 1. Board Award for June was presented to Cheryl Myers
 - B. VICE-PRESIDENT – Sandy Bonifield
 - 1. No Report
 - C. OFFICE – Sue Osborn
 - 1. Sue thanked Jim Spiva, Carol Coawette, Midori Morgan, Margretha Lane, Deassa Binstock and Sandy Bonifield for their extra help in the office during week off and orientation week.
 - 2. Midori Morgan is the new office worker who is now working Wednesday nights.
 - D. TRAINING – Marilane Bergfelt
 - 2. Classes started last week and are going well.
 - 3. Marilane is still working on list of assistants to determine who is eligible and who wants to work. She expects to finish it soon.
 - E. BUILDING – Debbie Payton
 - 1. Building cleanup is scheduled for August 2nd at 9:00 am. A signup sheet will be circulated later.
 - F. PUBLICITY – Deassa Binstock
 - 1. If anyone is going to Alley cat and can take brochures, see Deassa. Jim Spiva said he could take some to deliver also.
- V. NEWSLETTER/WEBSITE – Sue Osborn
 - A. The next newsletter deadline is June 20.
 - B. Sue reported we are getting quite a few interest replies from the website.
- VI. AOCNC – Gerry Glantz, Sue Osborn, Mary Ash
 - A. Summer workshop on July 26. NVDTTC is sponsoring the rally ring and if you would like to help contact Mary Ash.
- VII. HOSPITALITY
 - A. Thanks to Karen and Lori Jackson for tonight's hospitality.
 - B. July meeting will be Joy Wood and Mary Ash
- VIII. SUNSHINE
 - A. Condolences given to Joy Wood, whose father passed away recently.

IX. OLD BUSINESS

A. 2014 Planning committee

1. About 60% response to survey
2. Most people in favor of the trials but many were not available to help out
3. Committee will analyze results and outline a course of action.
4. Will try to get recommendation to present at board meeting so we can proceed as quickly as possible.

B. 2014 Agility Trial

1. PL will be out June 2.
2. The second entry fee has been increased.

C. COMPLAINT PROCEDURE document is still in the works and should be ready for presentation soon.

VIII. NEW BUSINESS

A. Practice run flyers are on board.

IX. NEW MEMBERS

A. Membership application submitted by Kimberly McMaster and her pugs, Atticus and Scout. M/S/C to accept.

X. BRAGS

A. Linda Luchsinger said Lola finished her championship. Other brags by Mary Ash, Lori Jackson, Margretha Lane and Joy Wood.

XI. ADJOURNMENT – Meeting adjourned at 7:10 and the JUNE JAMBOREE began.

Respectfully Submitted,

Gerry Glantz, Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING
June 16, 2014

- I. CALL TO ORDER: Meeting called to order by Linda Lucksinger at 6:33 pm.
Board members present: Linda Lucksinger, Sandy Bonifield, Lori Jackson, Gerry Glantz, Debbie Peyton, Deassa Binstock and Karen Jackson
- II. MINUTES:
 - A. 4/21/14 Minutes were amended and sent out by email but very few board members responded. M/S/C to accept as amended and emailed.
 - B. 5/19/14 Minutes: M/S/C to accept as published
- III. TREASURER'S REPORT:
 - A. CD: \$11,820.20
 - B. SAVINGS: \$7,756.52
 - C. CHECKING: \$3,261.68
 - D. Treasurer reported funds that had been transferred from savings last month was put back into savings. There will be another deposit in June but rent is due on 1st of July. Board instructed her to make whatever transfers necessary to maintain balance in checking of about \$5,000.
- IV. BOARD REPORTS
 - A. PRESIDENT – Linda Luchsinger
 1. Board Award was discussed
 - B. VICE-PRESIDENT – Sandy Bonifield
 1. In August Lynda Wargo will be doing an Agility Stewarding demo.
 - C. OFFICE – Sue Osborn
 1. Office information binder completed and will be in the drawer in the office.
 2. Be sure office staff understand what people get discounts.
 3. On July 4th the phones need to be covered.
 4. Advanced class form needs to be revised – add place to mark discounts, also add place for trainer's name.
 5. Binder for phone messages is falling apart, will need to replace it. If one doesn't show up as a donation, Sue will buy one.
 - D. TRAINING – Marilane Bergfelt
 1. Verified procedure for giving refunds to dogs who cannot continue a class.
 - a. After week 2, a full refund or voucher can be given. Instructor can give voucher or refund would be forwarded to treasurer.
 - b. After week 3, a partial refund or voucher can be given with Board approval. Instructor must complete required paperwork and pass all forms to Training Chair. Consideration is on a case-by-case basis.
 2. Yellow dog posters – Sue created the graphics and Marilane had 3 posters made. She asked where to mount them. Suggestion were in the entry area, and by the peg board.
 3. Body language posters are mounted and are in the lobby area. Do we want to leave them there?
 4. Continuing Education - Katherine Rhyno requesting \$119 reimbursement for Pat Miller seminar. Lynda has used \$100 of her allotment and will be using the balance at that time also.

5. Reactive Dog Concerns – Deassa working on list of questions. Will continue with process after questions determined.
6. First Aid kits – Deassa working on Canine kit, which needs Benadryl and some wound dressing materials. Marilane still working on the human kit.
7. Training Equipment
 - a. Recent sign ups went OK but room for improvement especially the Puppy/AdoDog on Wednesday night. Office staff needs to understand issues.
 - b. Building is heating up and additional fans have been added. Any other suggestions are welcome.
 - c. Marlene and Linda L are using the updated GM1 weekly lesson plans now and will be reporting feedback directly to Marilane.
 - d. Vange created an outline for the Tricks and Games class which was emailed to board members. The class is a GO with assistant lined up for next session.
 - e. Weekly Lesson Plans/Outlines for Puppy, AdoDog and GM1 – the Board reiterated that ALL instructions must follow the current lesson plans.
 - f. Moving into summer, Marilane concerned about having enough assistants for all classes. She working at confirming we will have sufficient help.
8. Staff Updates
 - a. Lynda Rhyno having foot surgery on July 10th.
 - b. Mary Ash broke toes on one foot, but is able to teach Rally
 - c. Sandy's foot is still trying to heal.
 - d. Jim is planning to return to Wednesday daytime, but will not be able to help any other days or evenings.
 - e. Laura Morris continues to have knee issues.
 - f. Deb's work schedule will make it impossible for her to help with classes after Session 4.
 - g. Robert Blair (new) had a back procedure that did not go well and he is trying to heal.
9. Assistants
 - a. Marilane contacted everyone on the Approved Assistants list.
 - b. In-house training session held on May 16th with 17 attendees. Written package created to help assistants and instructors presented and after session was updated and sent out again by email.
 - c. Consideration Form created for potential assistants and instructors.
 - d. Marilane is working with 2 assistants that have not renewed their dues for 2014.
 - e. Two members, Midori Morgan and Marcie Neller, are currently working as provisional under Cheryl Meyers in GM1 classes.
 - f. The Master Assistants List is 90% complete now with updated contact info and availability included. Instructors were emailed the list and there is a copy on the office wall. Those removed from the list have been placed on a second page.
 - g. Marilane is still working on an outline for the Mentoring Process, with the help of Mary and Sandy.
 - h. It was decided that any new forms, master lists, etc. should be stored electronically online with all other club forms and a hard copy in a binder in the office.
 - i. Marilane has been contacting prior students to encourage enrollment in other classes and has encouraged other trainers to do the same. She asked if the club could use email addresses of former students for advertisement purposes. It was decided that we should put something on our

class enrollment forms or membership application asking if we can use the email address for promotional purposes and get specific permission to do so.

- j. Marilane would like to see a document in place outlining club rules for use of the building by outside organizations, including AOCNC, including a liability release form. She would like to use the upcoming AOCNC Seminar as a dry run.

E. BUILDING – Debbie Payton

- 1. Fire extinguishers need to be updated yearly. Debbie will set up date and time.
- 2. August 2nd is the date for building cleaning – pizza will be provided for helpers. Lori and Karen cannot be there. Signup list will go up right away. Cleaning equipment will be arranged for.

F. PUBLICITY – Deassa Binstock

- 1. Session 5 newspaper ad will be published from 9th thru 15th. A cutoff date will be added in the ad.
- 2. Redesigned brochures - new one more colorful and smaller. Cost will be only \$12 more than current brochure, \$130 for 1000. M/S/C to place order.
- 3. Petfood Express now doing a puppy class. Could be alternative if our classes are full.

V. AOCNC – Sue Osborn or Gerry Glantz

- A. Quarterly meeting next Saturday.
- B. Suggested a disclaimer that shows club rules etc. Marilane working on it.

VI. MEMBERSHIP – Sandy Bonifield

- A. Dianna Martin not on Membership list. Will check it out

VII. NEWSLETTER/WEBSITE – Sue Osborn

- A. Deadline for Newsletter is 20th

VIII. HOSPITALITY

- A. Thanks to Lori and Karen Jackson for tonight's treats.
- B. Next Meeting, July 21st, Linda and Sandy will do hospitality. November is Debbie Payton.

IX. OLD BUSINESS

A. 2014 Agility Committee – Lori Jackson

- 1. Committee decided volunteer and workers will get raffle tickets
- 2. 2 raffles, free for workers and purchase tickets for weave poles and remote trainer.
- 3. \$2.00 for entry fee for anyone working 2 classes. We will honor Lori Abbot's vouchers from last year.
- 4. Ask Dogs in motion can be there as a vendor and also a massage vendor. Also perhaps a food vendor
- 5. Signup sheets for donations etc will be out soon and will be put into newsletter.

B. Trial Steering Committee – Gerry Glantz

C. Code of Conduct – Linda Luchsinger

- 1. Linda still working on it.

X. NEW BUSINESS

A. Request from Irish Terrier club for Dec7, 2014 for building use. M/S/C.

B. Review income and expenses for the training classes. Linda will prepare info after end of June.

XI. ADJOURNMENT: Meeting adjourned at 8:40 pm.

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
July 14, 2014

- I. CALL TO ORDER by Sandy at 6:35 pm
Present: Sandy Bonifield, Sue Osborn, Gerry Glantz, Deassa Binstock, Debbie Payton Karen Jackson and Lori Jackson. Absent: Linda Lucksinger and Marilane Bergfelt
- II. MINUTES – Gerry Glantz
 - A. M/S/C to approve the June 9th minutes as published
- III. TREASURERS REPORT – Lori Jackson
 - A. CD: \$11,820.20
 - B. Savings: \$7,757.19
 - C. Checking: \$336.49
- IV. BOARD REPORTS
 - A. Presidents Report – Linda Luchsinger absent, report presented by Sandy Bonifield
 1. Board Award for July was given to Bobbie Honsvick who was not present.
 - B. Vice Presidents report – Sandy Bonifield
 1. Suggested guest speaker for future meeting was Midori Austin Comarek
 - C. Office – Sue Osborn
 1. Sue thanked Linda Rhyno and Sandy Bonifield for coming in while Sue was on vacation to handle messages and other office work.
 2. Also thanks to all her regular workers for their faithful support.
 3. Information binder in office is updated. Let her know if she missed anything
 4. Sue going to Washington state and needs help. Mary Ash will help Wed am AND Thurs pm
 5. Sue suggested she needs help on Monday nights to take weekend calls.
 6. Anyone working with paperwork be sure you give rescue discount
 - D. Training – Marilane Bergfelt
 1. Beginning Freestyle is a bit short, there is room for more folks in GM2 (daytime and Monday nights), plus the Sampler Class - daytime.
 2. Yellow Ribbon Posters are done and 3 are in the clubhouse. Sue and Deassa will create a form to ask for more information.
 3. Walk for Animals to support Napa Humane planned for Sunday, August 3. Tons of flyers at the clubhouse. Marilane will be walking with LAPS, but asked if there are folks who want to participate wearing NVDTTC garb.
 4. Training Committee Report
 - Session 4 ends this week.
 - Instructors have been reminded via email about Class Reviews and sign-ups for next session.
 - This session Good Manners 1 tried the new lesson plans. Marilane is looking forward to insights to help complete the final revisions in the next few weeks.
 - New Classes this Session were: a) Intro to Rally with Marlene was successful (any insights from Marlene?) - AND - b) the Sampler Class: 2 weeks of pre-agility, pre-rally and beginning freestyle. Both classes were well attended and we're hoping for some good feedback from participants.
 - Session 5 starts next week (July 21).
 - Instructors have been reminded via email to make confirmation calls this week.

NVDTC GENERAL MEETING

July 14, 2014

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- New Classes next Session: a) Sampler Class during daytime; b) Beginning Freestyle on Tuesday evenings & c) Tricks and Games on Thursday night. All new classes have room for a few more people. If you, or someone you know, is interested - please communicate with the office this week.
 - Several instructors and assistants are on vacation - so classes might be a little shorthanded. Thanks to all the folks who are making time to put in extra hours to ensure our classes are covered!
 - Canine Good Citizen classes and Agility Foundation / Beginning Jumpers planned for Session 6 & 7 are open. If interested, ask someone in the office can help you.
 - Rally continues to take new students each session. Interested folks need to speak with Mary directly.
 - Please note that all advanced classes have prerequisite and all require successful completion of Good Manners 2 at a minimum.
- E. Building – Debbie Payton
1. August 2nd has been set for cleaning the clubhouse. We will begin at 9:00 am. There is a sign-up sheet on the board
 2. Shop vacs, power washers, rags etc are all lined up
- F. Newsletter/Website – Sue Osborn
1. July 20th is the deadline for postcard.
 2. Oct 20th is the deadline for the newsletter.
 3. Sue has received 38 interest responses on our website.
- G. Publicity – Deassa Binstock
1. Walk for the Animals – lots of brochures around
 2. Sample of updated flyer circulated. See Deassa for copies
- V. AOCNC – Mary Ash/Gerry Glantz/Sue Osborn
- A. Summer Workshop at Cal State is July 26th. Our thanks to Mary Ash, Jim Spiva and Karen and Lori Jackson who have volunteered to help with our Rally ring this year. We have 26 entries. We start at 9:00.
 - B. Seminar in September 21at Napa Clubhouse. More info to follow
 - C. Asked for use of building on Jan 10th. M/S/C to approve.
- VI. HOSPITALITY
- A. Thanks to Joy Wood and Mary Ash for tonight's refreshments.
 - B. Our volunteers for August 11 meeting are Mellany and Midori.
- VII. SUNSHINE - Deassa Binstock
- A. Bobbie lost joey, club sending card
 - B. Joy thanked club for the memorial donation in her Father's name, Frank Atchley
- VIII. OLD BUSINESS:
- A. 2015 OBEDIENCE TRIAL – June 20, 2015
 1. Have verbal approval of PSI grounds, waiting for contract.
 2. Volunteers for Trial Committee
 - a. Chair – Linda Luchsinger
 - b. Secretary – Gerry Glantz
 - c. Hospitality – Joy Wood
 - d. Chief Rally Steward – Mary Ash
 - e. Chief Obedience Steward – Sandy Bonifield
 - f. Trophies and Ribbons – Sue Osborn
 - g. Raffle – no volunteer
 - h. Grounds & Equipment – no volunteer
 3. A committee meeting will be called as soon as possible.
 - B. 2014 Agility Trial Lori Jackson
 1. Have rental agreement ad have paid half the rental fee
 2. Signup for workers on board

NVDTC GENERAL MEETING

July 14, 2014

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3. Closing date July 30.
4. Need workers to help set up on Friday
5. Cannot use large stakes on canopies per the fairgrounds to prevent damage to sprinkler system.
6. We need more raffle items.

C. Complaint form/Code of Conduct – in progress

IX. NEW BUSINESS

- A. Freestyle Awards - Vange Leonis presented awards for the NVDTC Drill Team / 2 plaques for the clubhouse. She has video of the event that will be available for viewing after the meeting. The awards were for "Best use of Props" and "Best use of Song" which was a song from Zoro. Marlene suggested we need a spot on the wall created to hang such special awards.
- B. Nominating Committee- Deassa Binstock volunteered to chair the nominating committee. No volunteer from members present but she will try to pull a committee together. It is still early.
- C. Jim Spiva said the Sir Francis Drake Kennel Club has once again invited NVDTC to administer Canine Good Citizen exams at their dog show on 13-14 Sept at the Solano Fairgrounds in Vallejo, and we have accepted. The exams will be done from 10am to 4pm on Saturday and from 10am to 2pm on Sunday on the lawn in front of McCormack Hall. This exam is a "walk-in" no appointment necessary, for a fee of \$15.....all of which goes to NVDTC. Our members are invited to observe, be part of the "crowd" in the exam, or take part in the exam with their dogs. The CGC used to be an "award" and it is now a genuine AKC title. At this exam, if you enter on Saturday morning and have difficulties.....you may pay the \$15 again and try it again in the afternoon, or even the next day. Anyone who has interest in the exam, contact me and I'll provide you with a brochure that explains the exam, or the brochures will be on the front desk in our clubhouse.
- D. Rattlesnake aversion training in Napa. Aug 9th and 10th
- E. Vallejo DTC asked to rent our ring stations. M/S/C to allow Vallejo to use stations at no cost.

X. NEW MEMBERS –

- A. Debbie Taylor and her dogs Tango, Yoge and Max.
- B. Mary Joan Anson and her dog Moke
- C. M/S/C to accept both new member

XI. BRAGS

1. Teresa Russell - Perry got first Utility leg and Mitzie got 1st leg in Rally Excellent
2. Joy and Tahoe went four for four
3. Mary and Koty went four for four
4. Lori and Penny finished Novice Jumpers
5. Christy Rose shared her success with her boxer

XII. ADJOURN at 8:10

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING
July 21, 2014

I. CALL TO ORDER: Meeting called to order by Linda Luchsinger at 6:35 pm.
Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Gerry Glantz, Debbie Peyton, Deassa Binstock, Karen Jackson, Sue Osborn and Marilane Bergfelt.

II. MINUTES:

A. 6/16/14 Minutes: corrections. M/S/C

III. TREASURER'S REPORT:

A. CD: \$11,820.20

B. SAVINGS: \$7,767.19

C. CHECKING: \$292.17

D. A question arose about reimbursements and the treasurer said she was doing the best she could when funds were available.

E. It was pointed out that we need additional signers on the Rabo bank account. Linda has signature paperwork and she and Sandy will complete and add two more names to the bank accounts.

IV. BOARD REPORTS

A. PRESIDENT – Linda Luchsinger

1. Board Award was discussed

B. VICE-PRESIDENT – Sandy Bonifield

1. Linda Wargo will present a Steward training session after the August meeting.

2. Annual Barbeque after September meeting.

3. Trying to get a Dog Chiropractor or one that does acupuncture for the October meeting.

C. OFFICE – Sue Osborn

1. Clarification regarding the Ado class, Marilane cancelling 5 pm class. Other class in daytime or GM in evening as alternative.

2. Liability release for outside groups to be altered a little for use with all outside groups.

3. Many calls, especially at signup time. Midori is working already and asked to work a second shift. If she is needed and she does she will get a second voucher. If helpers run out of things to do, Sue will find other jobs for them to do. M/S/C to allow Midori to work second shift on Monday night.

D. TRAINING – Marilane Bergfelt

1. Code of Conduct – work progressing with Linda taking the lead.

2. Yellow ribbon project is now finished. 3 posters made and posted in clubhouse.

3. Reactive Dog concerns – Sue and Deassa will work together.

4. First Aid Kits – Sandy getting supplies, Deassa getting generic Benadryl for dog kits and Marilane working on human kit.

5. Training Equipment

a. Lynda R may still have equipment receipts for which she has not been reimbursed which she is keeping out of concern for the clubs finances. Linda L said she would talk to Lynda R about turning them in.

b. Kiddie Gates – Trainers being encouraged to swap out broken feet from the good ones found in a box.

6. Voucher & Refund File and Guidelines – Sandy and Linda working on cleaning out and organizing the binder and writing step-by-step outline of how to handle vouchers and refunds.
7. Next Trainers Committee meeting will probably be the week of Sept 1st and deal with all issues except class schedules. A second meeting will be held on Oct 20th when classes will be scheduled for next year.
8. Staff Updates - Instructors and Assistants are limited to due vacations, health issues and changing schedules
 - a. Lynda Rhyno had to postpone her foot surgery indefinitely. She has voiced an interest in returning as an instructor under certain conditions.
 - b. Mary says her are okay and continues to teach.
 - c. Sandy's foot is still trying to heal. She plans to return to teaching in Session 6.
 - d. Jim is returning to Wednesday daytime, Session 5.
 - e. Katherine has taken on Agility for summer, following Laura's planned dates / times.
 - f. Laura is co-teaching GM2 on Monday nights, Session 5. She mentioned some concerns with an elderly family member that is taking her time.
 - g. Lea is on vacation / not teaching in Session 5.
 - h. Instructors are anxious to get support for Puppy, AdoDog and GM1 classes. Many instructors are assisting additional classes to fill in.
9. Training Classes
 - a. Session 5 starts this week. Heavy times for office support continue to be for beginning classes.
 - b. Building is heating up – any progress on swamp cooler?
 - c. Marlene & Linda L used the updated GM1 weekly lesson plans Session 4, and Jim will use them in Session 5. ML has received limited input from Marlene & Linda on the success or failure of those plans. She will ask the ladies one more time before making current weekly lesson plans standard.
 - d. Lynda R. will be helping ML make final changes to Adolescent Dog & Puppy weekly lesson plans based on their notes from the past 18 months. They will put those pages into a digital format for others to use and send to Sue for archiving.
10. Per June Board meeting, Puppy, Adolescent Dog and Good Manners 1 instructors are expected to follow weekly lesson plans. At this meeting it was agreed that is someone does not, a) the Training Chair and Board should be notified and Training Chair will speak to instructor; b) If instructor does not comply, Board will write a letter to instructor. (Board hopes the Code of Conduct will help with this ongoing issue.)
11. Assistants Update - As requested by the Training Committee and Board, considerable time was put into contacting everyone on the Approved Assistants List; updating and keeping the list current; getting approval of 3 potential assistants; creating an application for potential instructors / assistants; creating written materials for instructors and assistants that focus on the NVDTC and our classes; and providing an in-house training session. With all that work, there is a need for more qualified bodies to help with classes.
12. Marilane ask for approval of Midori Morgan and Marcie Neller as Assistants for AdoDog and GM1. Both have been working under Cheryl Meyers in GM1 classes. (ML requested insights from Marlene, Linda, Cheryl plus the 2 provisional assistants. Most responded by email with positive insights.) If approved, Midori can help with daytime classes plus has an interest in becoming approved for Puppy; Marcie can continue on Thursday nights for another session but will have to break until beginning of 2015 due to work schedule.
13. Loose Ends

- a. Risha Martin and Wendi Piscia have not renewed their 2014 membership and will be dropped from the list of potential assistants.
 - b. Debbie Taylor gave some written information in March, was approved as Provisional Assistant at the Training Committee meeting in April, and became a club member in July. She has not responded to ML's phone call (in April) and did not attend the required in-house training session. Sandy will try to contact her to get more info.
 - c. Carol Coawette gave some information in writing and has voiced an interest in becoming an assistant. This material was given to ML in May 2014, after the training committee meeting. Sandy will contact her to get updated info.
 - d. Still working to get Board approval for updated / clarified version of 'Process for Approval of Instructors and Assistants'.
14. Still To Do
- a. Outline Mentoring Process in writing. Mary and Sandy offered to help at Training Committee Meeting in April. No one has contacted each other about this project
 - b. ML to put together another binder with copies of Instructor / Assistant Application, in-house Training, master lists, etc. She will also send computer files to Sue for digital filing.
15. Questions
- a. Is it appropriate to give Cheryl an extra voucher for her added help this session with 2 provisional assistants? The board thought we should definitely express thanks to her, but felt it might set a precedence if we start giving vouchers for extra service.
 - b. 2 Dogs in Same Class - There is a handler who may expect to work 2 dogs in the same agility class in Session 6. She has brought 2 dogs to Teresa's classes and the recent Sampler Class, but I believe only worked one. It was determined that the first dog is charged full price while the second dog would be eligible for discount.
- E. BUILDING – Debbie Payton
1. Lots of dog hair being left around by cleaning crew. Debbie called Rick (head of cleaning crew) and reported it and this week the club looked much better.
 2. Club cleaning set for Aug 2. Still getting signups to help out. Will put note on Meeting Postcard.
 3. Found we have replacement feet for the baby gates in a bin, so have asked instructors to replace the cracked or broken feet and put broken ones on the counter in the office.
 4. Club agreed to let the Vallejo DTC to borrow the stations at no charge for an event Aug 3rd. Jackson twins will be responsible.
 5. Barbary Coast Bull Terrier club wants to use the club some weekend for a Puppy match. Discussion about how much to charge them. M/S/C to charge \$40.00 plus proof of insurance, on an available date.
- F. PUBLICITY – Deassa Binstock
1. Newspaper ad quoted as \$77 to Deassa.
- V. AOCNC – Sue Osborn or Gerry Glantz
- A. Summer Workshop next weekend. We are doing Rally ring. Helping is Mary, Gerry, Jim, Lori and Karen Jackson.
- VI. MEMBERSHIP – Sandy Bonifield
- A. No Report
- VII. NEWSLETTER/WEBSITE – Sue Osborn
- A. No report
- VIII. HOSPITALITY
- A. Thanks to Sandy and Linda for the refreshments tonight
 - B. No volunteer for August, so each person will provide his own.

IX. OLD BUSINESS

- A. 2014 Agility Trial Committee – Lori Jackson
 - 1. No Report – Lori left meeting early
- B. 2015 Obedience Trial – Chair Linda Luchsinger June 20, 2015
 - 1. Have approval from PSI for \$150
 - 2. Trial Committee –
 - a. Chair – Linda Luchsinger
 - b. Superintendent – Debi Best
 - c. Secretary – Gerry Glantz
 - d. Chief Rally Steward – Mary Ash
 - e. Chief Obedience Steward - Sandy Bonifield
 - f. Trophy & Ribbons – Sue Osborn
 - g. Raffle – open
 - h. Grounds and Equipment - open
 - 3. What Classes to offer to be decided
 - 4. Committee meeting Monday Aug 4th at club at 6:30 pm
- C. Nominating committee
 - 1. Deassa Binstock will chair the committee
 - 2. She will need two club members to complete committee. Names suggested were Carol Coawette or Lynda Rhyno or Ann Moya.
- D. Code of Conduct: Linda presented the docs to date for board evaluation. If you approve, email Linda of any changes or final approval. The approved docs will be presented to each person at the August meeting and let members reply in writing within 1 week to board and present final documents in September meeting for approval.

X. NEW BUSINESS

- A. Conduction of business at meetings -
- B. Thank you letter was received from the Music Boosters of Vintage High School expressing appreciation for the donated class voucher.
- C. M/S/C to place an ad in the annual Events Calendar.
- D. A relative of Gary Walker contacted Sue on face book asking for more info on Gary about family genealogy.

XI. ADJOURNMENT at 9:15 PM

Respectfully submitted,

Gerry Glantz, Secretary

UNAPPROVED

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
August 11, 2014**

- I. **CALL TO ORDER at 6:35 pm**
 - A. **Board Members Present: Linda Luchsinger, Sandy Bonifield, Gerry Glantz, Sue Osborn, Debbie Peyton, Deassa Binstock.**
- II. **MINUTES – Gerry Glantz**
 - A. **M/S/A to approve as posted**
- III. **TREASURERS REPORT – Lori Jackson’s written report**
 - A. **CD: \$11,826.09**
 - B. **Savings: \$5,067.19**
 - C. **Checking: \$4,314.49**
- IV. **BOARD REPORTS**
 - A. **Presidents Report – Linda Luchsinger**
 - 1. **Board Award - The Board Award this month went to Lynda Rhyno.**
 - B. **Vice Presidents report – Sandy Bonifield**
 - 1. **No Report**
 - C. **Office – Sue Osborn**
 - 1. **Thanks to Mary and Sandy who helped in office while Sue was on vacation.**
 - 2. **To Carol, Margretha and Midori thanks for all their help**
 - 3. **Sue reported 53 online responses and 68% of those signed up for classes.**
 - B. **Training – Marilane Bergfelt**
 - 1. **September 3rd there will be a Trainers Meeting to go over everything currently pending except the class schedules for the rest of the year.**
 - 2. **In October there will be another Trainers Meeting to complete the class schedules for the rest of the year.**
 - C. **Building – Debbie Payton**
 - 1. **Club cleanup day went well and Debbie expressed thanks to all who helped.**
 - D. **Newsletter/Website – Sue Osborn**
 - 1. **Deadline for Newsletter Oct 20**
 - E. **Publicity – Deassa Binstock**
 - 1. **We have new flyers so if you need some just ask her**
 - 2. **Working to get our flyers at Pet Food Express. We cannot get into Petco because of corporate regulations, etc.**
- V. **AOCNC – Mary Ash/Gerry Glantz/Sue Osborn**
 - A. **Summer workshop went well although entries were down.**
 - B. **September 21, 2014 AOCNC Seminar will be held at NVDTTC featuring a speaker from Bergin University. Entries will be taken at September general meeting.**
- VI. **HOSPITALITY**

Thanks to Melanie and Midori for treats tonight. Our next meeting is our annual Potluck. Debbie, Mary, Melanie and others volunteered to come early and help set up table.

VII. SUNSHINE - Deassa Binstock

VIII. OLD BUSINESS

A. Agility Trial Lori Jackson

1. Entries low but all arrangements are made.
2. To help with set up on Friday come at 1:00 pm
3. On trial date, arrive at 6:30 to help in rings.
4. Our 1 judge will be Kera Holm
5. Hospitality could use some more water and diet sodas if you want them

B. 2015 Obedience/Rally Trial June 29

1. Meeting last week all jobs filled except Raffle
2. Site is set and AKC application sent in.
3. Committee is working to complete all arrangements.
4. Gerry and Sue working on getting Judges

C. Nominating Committee

1. Deassa volunteered to chair committee and we need two general members to complete the committee.
Vange volunteered to help

D. Complaint form/Code of Conduct

1. Linda handed out proposed code. Members were asked to look through it and submit suggestions for additions or changes to Linda by email or in her box at club.

IX. NEW BUSINESS

- A. Marilane talked about Laps event she had emailed about on August 23rd. She has flyers as needed.
- B. Deassa is fostering a puppy that she really needs to find a home for. Contact her if interested.

X. NEW MEMBERS

- A. None

XI. BRAGS

- Laura adopted a new little terrier mix.
Linda Wargo has a new puppy.

XII. ADJOURN 7:10

Respectfully submitted,

Gerry Glantz, Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

BOARD MEETING

August 18, 2014

- I. Call to Order: 6:37 pm**
 - A. Present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Gerry Glantz, Debbie Peyton, Deassa Binstock and Marilane Bergfelt**
- II. Minutes – Last months' Board Report not ready due to computer problems. Will email completed report to each board who can then approve or make corrections by email.**
- III. Treasurers report – Lori Jackson**
 - A. Checking: \$4,314.49**
 - B. Savings: \$5,067.19**
 - C. CD: \$11,826.09**
- IV. Board reports**
 - A. President – Linda Luchsinger**
 - 1. Board Award discussed**
 - B. Vice-President - Sandy Bonifield**
 - 1. September meeting is our annual Barbeque**
 - 2. For the October meeting Sandy is looking for a dog chiropractor (De Ohlm) or something similar. Still checking.**
 - C. Office - Sue Osborn**
 - 1. Sue has office people coming in during break week and Sue asked for key for Midori. Request was approved.**
 - 2. There was a shortage in cash box by \$6.25. Sue thinks she knows what it is and is checking into it.**
 - 3. Sue presented a new form the member can fill in for recording cash for classes and equipment. M/S/C to approve new form. Must still be run thru the Training Committee.**
 - D. Training – Marilane Bergfelt**
 - 1. Reactive dog concerns – Sue and Deassa are still working on it.**
 - 2. First Aid Kits are now done.**
 - 3. Training Equipment**
 - a. Lynda Rhyno still has receipts she has not submitted for reimbursement.**
 - b. Kiddie gate feet – Marilane has gone thru and checked all gates and has checked the replacement feet we have on hand. As bad ones are found they are being replaced by good ones. She asked if we need to buy more. Linda L. will look at them to see if we can get parts and make them ourselves.**
 - 4. Voucher and Refund File and Guidelines – Sandy and Linda have put together step-by-step outline on subject and Marilane will review and in needed, Sue will also check it out.**
 - 5. Next Trainers meeting will be September 3rd will deal with all issues except the 2015 schedule.**

6. Last Trainers meeting will be October 20th and will focus on the schedule for 2015.
7. Staff Updates – Sandy and Lea are returning to teach in Session 6. Linda L has knee scheduled soon and will not be teaching the remainder of the year.
8. Training Classes – One of instructors is struggling with Adodog, not following lesson plan, starting class late and running late. Lynda R. and Marilane have made changes to the Adolescent Dog & Puppy lesson plans based on their notes over past 18 months. They will put changes into digital format for approval and so Sue can archive them. M/S/A that Marilane and Sue can approve them and proceed.
9. Assistants Update – Marilane presented Draft 3 of PROCESS FOR APPROVAL OF INSTRUCTORS OR ASSISTANTS form. She asked that board look it over and email her if approved.
10. Need to review and analyze cost of classes in relationship to building costs and promotion of classes. Gerry volunteered to help Marilane put some figures together for the Training committee meeting in September.

E. Building – Debbie Payton

1. Building cleaning was accomplished.
2. Someone complained that there was no water in the frig one day. It was suggested that having water on hand was a courtesy by the club, but it was decided that someone should be in charge of using the cash from the frig to keep a supply of water on hand. Debbie agreed to do so.
3. It was suggested we need some Rules and Guidelines for outside groups who use our facility. Draft #1 was presented. Draft was discussed and some initial changes made. Any additional changes should be emailed to Marilane. Final draft will be emailed by Marilane to all Board members.

F. Publicity – Deassa Binstock

1. Deassa will send a card to Bobbie on the loss of Joey.
2. Card also to Mary who lost Kate.
3. Deassa has been talking with folks at Pet Food Express about possibility of NVDTC having puppy classes at their store or something like that. Deassa will have to be approved as a trainer so she is covered by our insurance. Deassa will keep up discussions and will keep us posted.

V. AOCNC

- A. Sue Osborn presented request to place ad in the AOCNC Calendar again this year. She presented an ad that she has prepared. M/S/C to approve.

VI. Membership – Sandy Bonifield

- A. Mary Jo Anson decided not to join. Sandy had paid the \$17.50 dues for her, so she will receive the fund.

VII. Newsletter/Website Sue Osborn

- A. Sending request for articles to general membership for next newsletter.

VIII. Hospitality

- A. Thanks to Linda for the snacks tonight even though she was not scheduled.
- B. Next meeting – Marilane volunteered

- IX. Old Business**
 - A. Nominating Committee – Deassa and Vange – still working on it**
 - B. 2014 Agility Trial – No report, Lori absent.**
 - C. 2015 Obedience Trial**
 - 1. Gerry and Sue working on getting judges and are making good progress.**
- X. Code of Conduct**
 - A. Linda went over the comments received from members. Additional suggestions made by Board. Linda will retype and email again to all board members. When approved by board will be emailed to general membership and will be voted on at the next general meeting.**
- XI. New Business**
 - A. Marilane needs someone to help at the Caring Canine Evaluation event to help people sign up for our classes if interested.**
 - B. Marilane asked for use of building for LAPS to use the building Sept 20 and 27 in the mornings. M/S/C to approve.**
- XII. Meeting Adjourned 9:15 pm**

Respectfully submitted,

Gerry Glantz, Secretary

UNAPPROVED

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
September 8, 2014**

I. CALL TO ORDER at 6:33pm

Board members present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Gerry Glantz, Deassa Binstock, and Marilane Bergelt

II. MINUTES – Gerry Glantz

A. M/S/C to approve as published

III. TREASURERS REPORT – Lori Jackson

A. CD: \$11,826.09

B. Savings: \$5,067.19

C. Checking: \$139.73

D. M/S/C to approve as presented

IV. BOARD REPORTS

A. Presidents Report – Linda Luchsinger

1. This month's Board Award went to Katheryn Rhyno.

B. Vice Presidents report – Sandy Bonifield

1. Sandy will be calling Austin Tumerik to ask if he can talk at Oct meeting.

C. Office – Sue Osborn

1. Sue thanked Midori, Carol, and Margretha for working in the office the week between sessions.

D. Training – Marilane Bergfelt

1. Laps will be starting to meet on Saturdays soon.

2. Laura is trying to get together a Beginning Agility class on Monday nights. She has 7 entries but needs 15 or 16. Pass the word to see if anyone else is interested. If she cannot get enough entries they will go to a GM 2 class.

E. Building – Debbie Payton

1. Need a hose in front of building to replace the one that disappeared.

F. Newsletter/Website – Sue Osborn

1. No report

G. Publicity – Deassa Binstock

1. No report

V. AOCNC – Mary Ash/Gerry Glantz/Sue Osborn

A. On September 21st AOCNC will be holding their Seminar here. Each AOCNC club is allowed two working entries and 3 auditors. If more entries, they can be put on a waiting list and will be notified if there is room for them to attend. Mary took entries.

NVDTC GENERAL MEETING

September 8, 2014

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VI. HOSPITALITY

- A. Thanks for everyone for contributing to our potluck this evening.
- B. Volunteers for the October Meeting are Anita, Bobbie and Marlene.

VII. SUNSHINE - Deassa Binstock

- A. No Report

VIII. OLD BUSINESS:

- A. 2014 Agility Trial – Lori Jackson
 - 1. Lori reported a profit of \$889.00.
 - 2. All went well the first day, but could have used more volunteers from the club on the second day. The few workers we had were run ragged.
- B. 2015 Obedience/Rally Trials Linda Luchsinger, Trial Chair
 - 1. In process of getting signed Judges contracts, then will complete AKC processing.
- C. Complaint Form/Code of Conduct
 - 1. Move to accept as published. 17 approved, 11opposed, 0 Abstentions. Motion carried.
- D. Nominating Committee – Deassa Binstock
 - 1. Committee is still working on slate

IX. NEW BUSINESS

- A. Vange proposed a plan for a Halloween Party after the General Meeting on October 13. She asked about a small budget for cover expenses. M/S/C to give her a \$50 BUDGET. A Sign-up sheet for donations was passed around.
- B. Redwood Empire Doggie Dancers has requested use of building January 10 and 11, 2015 for their Freestyle competition. AOCNC has already booked the building for January 10. Will be back to REDD and advise of conflict.
- C. REDD also requested use of building February 7 and 8, 2015 for a Michele Poullot seminar at \$300 per day. M/S/C to approve use on those dates.

X. NEW MEMBERS

- A. Rosanne Garcia with her Dachshund and new Italian greyhound presented application to join. M/S/C to accept her into membership.

XI. BRAGS

- A. Mary, Joy, Debbie, Christie, Jim and Stephanie shared their brags with us.

XII. ADJOURNMENT

- A. Meeting adjourned at 7:05 pm.

Respectfully Submitted,

Gerry Glantz, Secretary

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

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

GENERAL MEETING

October 13, 2014

- I. CALL TO ORDER at 6:33 pm.
Board members present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Marilane Bergfelt, Gerry Glantz, Deassa Binstock, Debbie Peyton, Lori and Karen Jackson.
- II. MINUTES – Gerry Glantz
 - A. Correction to 9/18/14 minutes, name of our new member, Rosanne Gracia. M/S/C to approve minutes with this one corrections.
- III. TREASURERS REPORT – Lori Jackson
 - A. CD: \$11,826.09
 - B. Savings: \$850.63
 - C. Checking: \$2,522.89
 - D. M/S/C to approve as presented.
- IV. BOARD REPORTS
 - A. Presidents Report – Linda Luchsinger
 - 1. This month the Board Award went to Midori Morgan. Midori jumped in to help right after she joined and has been very helpful. We have just learned that she will be moving very soon and we are very sorry to see her go. We wish her well at her new location.
 - B. Vice Presidents report – Sandy Bonifield
 - 1. Sandy is still trying to reach the Chiropractor, has left a message asking him to call her back.
 - 2. A new member voted in at the July meeting, Mary Joan Anson, was never added to the membership list. We apologized for the oversight and asked if she would allow us to put the fee she paid toward her 2015 dues. She accepted our offer.
 - C. Office – Sue Osborn
 - 1. Sue thanked Jim Spiva, Mary Ash, Linda Luchsinger, Midori Morgan and Ilona Rossen for all their help with registration the first week of session 6. And always thanks to Carol Coawette, Midori Morgan and Margretha Lane for working the office.
 - 2. We will need help with session 7 registration, October 27 through October 30.
 - 3. We are in need more volunteers for coming sessions in 2015 to replace outgoing staff.
 - D. Training – Marilane Bergfelt
 - 1. In Session 7 we are offering a CGC at 7:30pm, and a *NEW* Beginning Freestyle at 2pm both on Tuesday. Continuing intermediate classes are Jumpers / Foundation Skills on Monday night & Beginning / Intermediate Freestyle is moving to 6:30pm on Tuesday.
 - 2. New Assistants that completed their required training session are: Carol Coawette and Debbie Taylor. Midori Morgan is moving out of the area - she was a huge asset for the club and will be missed!
 - E. Building – Debbie Payton
 - 1. Nothing to report
 - F. Newsletter/Website – Sue Osborn
 - 1. The deadline for next newsletter is 20th of this month.
 - G. Publicity – Deassa Binstock
 - 1. Deassa asked if anyone saw the ad in the Register. She had not seen it but does not take the paper. Several said they had seen the ad. She was asking to be sure it was published before she paid the bill.

NVDTC GENERAL MEETING MINUTES

October 13, 2014

Page 2 of 2

- V. AOCNC – Mary Ash/Gerry Glantz/Sue Osborn
 - A. Seminar held here was enjoyed by all.
 - B. The February workshop at cow palace will be the same weekend as usual. We are sponsoring Rally ring.
 - C. AOCNC's Presidents luncheon was last Saturday at the Brass Door in San Ramon.
- VI. HOSPITALITY
 - A. Thanks to Anita Boyce, Bobbie Honsvick and Marlene Soldavini for the refreshment tonight
 - B. Volunteers for the November Meeting are Christina Martin and Marilane Bergfelt.
- VII. SUNSHINE - Deassa Binstock
 - A. Nothing to report
- VIII. OLD BUSINESS:
 - A. 2014 Agility Trial – The final meeting of 2014 committee will be held soon and a report and suggestions for 2015 will be presented at next meeting.
 - B. 2015 Obedience/Rally Trials Linda Luchsinger, Trial Chair
 - 1. We have contracts on all judges and are completing registration with AKC. Will be having a committee meeting soon.
 - C. Nominating committee – Deassa Binstock, Chair
 - 1. Slate presented: President: Gerry Glantz, Vice President: Linda Wargo, Treasurer: Sandy Bonifield, Secretary: Open, Past President: Linda Luchsinger, At Large Board Members: Marilane Bergfelt, Sue Osborn, Debbie Payton and Carol Coawette.
 - 2. M/S/C to accept slate as presented.
- IX. NEW BUSINESS
 - A. P A SYSTEM – Gerry Glantz
 - 1. Gerry has been looking into the purchase of a compact portable PA system for the club. There are a couple of brands that have nice units costing between \$350 and \$400. She offered to purchase the unit and let the club pay her on a monthly basis as funds are available. She will discuss the units with a person who specializes in audio equipment and will bring specific information to the next Board meeting for review and recommendation at the next general meeting.
 - B. Lori Jackson asked if she could borrow our ring stantions for a fun match. M/S/C to allow her to do so.
- X. NEW MEMBERS – No new members
- XI. BRAGS - Christie, Carol, Teresa, and Linda W. told us their most recent accomplishments in the ring.
- XII. MEETING ADJOURNED at 7:10 pm. and we began our Howl-oween Party, artfully coordinated by Vange Leonis. Thanks Vange!

Respectfully Submitted,

Gerry Glantz, Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING
October 20, 2014

- I. CALL TO ORDER: Meeting called to order by Linda Luchsinger at 6:45 pm.
Board members present: Linda Luchsinger, Sandy Bonifield, Lori Jackson, Gerry Glantz, Debbie Peyton, Deassa Binstock, Karen Jackson, Sue Osborn and Marilane Bergfelt. Guest: Kimberly McMasters.
- II. MINUTES:
 - A. 7/21/14 Minutes – Corrections to the June Board minutes
 1. Add Marilane Bergfelt and Sue Osborn present at meeting.
 2. Dates on pages 2 and 3 should be June 16, 2014.
 3. M/S/C to approve minutes as corrected.
 - B. 8/18/14 Minutes – Corrections to August board minutes
 1. IV. D. 8 Training Classes, replace “M/S/C that Marilane and Sue can approve them and proceed” to “M/S/C that Marilane and Lynda R. can approve them and proceed.”
 2. M/S/C to approve as corrected.
 - C. 9/15/14 Minutes – Corrections to September board minutes
 1. Remove “Agenda” from header.
 2. Change date on pages 2-5 to September 15, 2014
 3. Change ML to Marilane Bergfelt.
 4. M/S/C to approve as corrected.
- III. TREASURER’S REPORT:
 - A. CD: \$11,826.09
 - B. SAVINGS: \$8,500.63
 - C. CHECKING: \$1,896.95
 - D. M/S/C to approve as presented.
- IV. BOARD REPORTS
 - A. PRESIDENT – Linda Luchsinger
 1. Board Award was discussed
 - B. VICE-PRESIDENT – Sandy Bonifield
 1. Guest speaker, Dr Austin Komarek, a Napa chiropractor, will speak at our November and January meetings.
 2. December is our annual Potluck and gift exchange (\$10 limit).
 - C. OFFICE – Sue Osborn
 1. Sue has a lady who wants to work in the office who is available on Tuesday morning. She is not a member now, but would join club. She can join at the November meeting and start work right afterward. One other person has expressed interest in helping in office. Sue need help on Tuesday and Wednesday nights.
 2. Sue needs help with Registration next week. Jim, Linda, Deassa and others volunteered to help out.
 3. Thursday night Linda has a big GM class and will need extra help.
 4. New Membership application ready with Code of Conduct on back. Sue will give to Bobbie to duplicate and get ready to distribute.
 - D. TRAINING – Marilane Bergfelt
 1. Building
 - a) Linda’s son will look at buckled mats at the back of room.
 - b) Debbie will fix the damaged Big Ladder & Puppy A-Frame.

- c) Both the Puppy Tunnel (blue) and Carpeted Steps have been urinated on repeatedly. Marilane will clean.
 - d) Marilane & Deb will look at the old &/or broken electronic items in the back / storage area with the goal of removing via Napa Waste and Recycling program.
 - e) Continued problem with figs and missing exterior water hose.
2. Newly approved Rules and Guidelines plus Release Form - Board previously approved these items for use by outside groups using/renting the building. Given to club member to use at the recent AOCNC event as a dry run. The materials were not used – Linda to find out why.
 3. New Building - Deassa found one location but has not been able to reach realtor. Considering a space approx. 3,000 sq ft.
 4. Voucher & Refund File & Guidelines –
 - a) Sandy updated Credit Voucher and Refund guidelines per previous board suggestions. She also worked through files and removed expired vouchers & refunds.
 - b) Sue will keep written instructions in office binder. Marilane will get a digital copy of the guidelines and give to all instructors. In addition, Sue will look at both forms and see how they can be refined and make more user friendly.
 5. Request for Refund – Refund requested by an owner who signed up for GM1 and then wanted to switch to AdoDog. She did not communicate with the instructor and after a few weeks, and phone calls, she decided for a refund. M/S/C to approve and Treasurer will send check.
 6. Training Staff - Marilane is communicating with training staff to see when and if they want to teach classes in 2015. Here are responses to date.

Trainers:

 - a) Jim will not be teaching in 2015 so he can help family. He will remain our club's CGC Coordinator.
 - b) Linda L. is off Session 1 thru 3.
 - c) Vange is off Sessions 3 thru 5. She will be available to sub.
 - d) Sandy is off Session 1.
 - e) Marilane is off Session 4 (maybe others).
 - f) Maria G. is off Sessions 1 thru 3.
 - g) Chris is off Session 1.
 - h) Debbie P. off Session 5 and 6.

Assistants:

 - a) Midori has moved to Cool, CA. Very sad last night with hugs and tears on Thursday.
 - b) Robert has been very ill and not able to help at the club currently. His family may be relocating.
 - c) Debbie Taylor and Carol Coawette completed their mandatory In-House Training session. Carol will start her provisional in Session 7, 2014, Debbie will start in 2015.
 - d) Janet Davis, Laurie Morris & Diane Parness are the only assistants who did not participate in the mandatory In-house Training nor responded to multiple emails by training committee.
 7. For Board Approval
 - a) Additional Good Manners 2 Assistants –Marilane emailed 8 seasoned assistants regarding helping with Good Manners 2 classes. 5 responded – they are: Maria Giaccio, Chris Mayer, Stefanie Meinhardt, Cheryl Meyer, Katherine Rhyno and Lea Ronald. M/S/C to approve these members to help at GM2 level.
 - b) Removing Instructors from Master List – Marilane has communicated with Kelly Finn and Joy Wood regarding teaching during the past year. She asked again this month in prep of 2015. Joy responded that she cannot teach and will let the club know when she is able. Kelly did not respond to this message or the previous one in July 2014. M/S/C to approve for Marilane to remove both

from the Master Instructor's List. She has placed all their information and past classes on an achieve list in the hope they teach in the future.

8. Session 6, 2014
 - a) Instructors had some difficulty working with new 'Green Slips' and filling out their boards. Marilane will have committee discuss at upcoming meeting.
 - b) All classes were to complete a Class Review at the end of this session. MARILANE has not checked to see results
 - c) Incident: AdoDog, Wednesday Night at 5:00 pm. In last exercise of last class, a Brittney Pup approached Papillion Pup and they got into a scuffle. Large Pup got tied up in smaller dogs fabric harness. Marilane and Midori handled and separated dogs. Report has been filed, President notified and Marilane spoke to both owners via phone. Small dog taken to vet with one minor cut that vet & owner were not concerned about (no treatment or meds). Neither owner has seen any change in their pets.
9. Session 7, 2014
 - a) Tracking Class should be starting on October 27th. Marilane has given info to Office staff and Debbie Crain does not appear to need help.
 - b) Judy Gamet has adjusted her classes so all 3 can continue. In addition she is also offering a Beginning Freestyle at 2pm on Tuesdays. If not only a few students in the daytime, Marilane has asked she teach it through Dogs Can Dance and give NVDTC %40 of fees.
 - c) Marilane was not able to find a qualified instructor for Friday nights (AdoDog and GM1). This means that there is only 1 AdoDog and 1 GM1 class offered in the evenings. Instructors can choose to allow in a few additional teams IF they have enough assistants to support.
 - d) CGC class planned for 7:30pm Tuesday evenings with Jim.
10. Classes in 2015
 - a) Linda and Sandy have set the 2015 calendar for 6-week sessions. (Thank you ladies.) Marilane has sent to training staff in prep for committee meeting.
 - b) Vange will offer "Tricks and Games" in Session 1.
 - c) Sampler Class seemed to be a success and will be penciled in next year.
 - d) CGC will be looking for a new instructor.
 - e) Deassa and Marilane have been talking with Linda Chwiteck about teaching NoseWorks. No results yet.
11. Proposed Classes - Both Training Committee and Board had concerns regarding Marcia's proposed 'Fun and Fitness for the Senior Dog'. Most were directed at how to fill and market. Marilane has corresponded with Marcia, suggesting she create a 2-hour workshop. If there is enough interest after that event – she could offer a multi-week class. Marcia has agreed and we should look at group calendar for possible dates.
12. Training Committee Meeting – planned for October 22, 2014:
 - a) Marilane has reviewed past billing records (2006 to current) and class schedules (2009 to current) to create a "NVDTC Instructor's History". She will be sharing this at the committee meeting on Wednesday.
 - b) Gerry has taken information from Session 1 thru 4 and created an extensive Cost / Income Analysis. This includes instructor's fees and costs associated with the building. Marilane did not review Log Sheet for missing information ('Drop in" fees or fees not shown on boards / instructor's paperwork) which will impact numbers for: Triebball, Freestyle, Advanced Obedience, Agility and Rally.
13. For BOARD CONSIDERATION and in Preparation for 2015
 - a) The club needs to provide guidelines to the number of students needed for classes taught by Guest Instructors. Currently freestyle tries to meet our club's requirements but Triebball has not been asked to do the same. (Numbers dropped to 2 people in one class, 3 in the other.)
 - b) Find members of 2015 board who will
 - Actively look for New Building

- Actively recruit New Instructors at beginning and specialty levels. (Finding instructors with a 'draw' would benefit club the most.)
- E. BUILDING – Debbie Payton
1. Linda Luchsinger suggested that the building person should handle all the outside reservations. She asked that the board be allowed to approve all bookings and not require approval by the General membership. General membership would be advised of all bookings at the General Meetings. M/S/C to approve this change to begin in 2015.
 2. Need to ask about hose in front. Ask if there is anything can be done about the Fig tree.
- E. PUBLICITY – Deassa Binstock
1. Ad was in paper after earthquake and has just gone in again. Some corrections were made to ad.
- V. AOCNC – Sue Osborn or Gerry Glantz
- A. Planning session will be held on November 9, 2104.
- VI. MEMBERSHIP – Sandy Bonifield
- A. Four people in Sandy's class want to join.
- VII. NEWSLETTER/WEBSITE – Sue Osborn
- A. Sue asked for info on what board members had accomplished in 2014. She wants for article in newsletter.
- VIII. HOSPITALITY
- A. Thanks to Sue Osborn for the Halloween treats tonight.
 - B. Volunteer for next month is Debbie Peyton.
- IX. OLD BUSINESS
- A. 2014 Agility Trial Committee – Lori Jackson
 1. Final Meeting Monday to discuss 2014 trial.
 - B. 2015 Obedience Trial – Chair Linda Luchsinger June 20, 2015
 1. Debi Best will be co-secretary.
 2. We have arranged all judges for 2015 and Linda will be submitting to AKC right away.
 3. We also have all the 2016 Judges and all contracts have been received. Linda will also register those judges with AKC after the beginning of 2015.
 - C. Reactive Dog issue - Deassa and Sue came up with script for people who answer phones can ask appropriate questions to screen out reactive dogs.
- X. NEW BUSINESS
- A. Marilane has a binder with miscellaneous information in it and she asked for suggestion on what to name it and where it should be kept. No definite decisions made.
 - B. Sue Osborn will go thru online forms to weed out old and unneeded ones.
 - C. Marilane got new 2015 calendars
- XI. LAPS needs to use building in 2015. M/S/C to approve. Dates will be written on calendar.
- XII. Min Schnauzer club asked to use cub house on Jan 25, 2015. M/S/C to approve.
- XIII. Kimberly McMasters was nomination for Secretary on the 2015 slate of Officers/Board. M/S/C to approve.
- XIV. ADJOURNMENT at 8:35 PM

Respectfully submitted,

Gerry Glantz, Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
November 10, 2014

- I. CALL TO ORDER at 6:33 pm
Board members present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Lori Jackson, Karen Jackson, Marilane Bergfelt, Debbie Peyton and Gerry Glantz.
- II. MINUTES – Gerry Glantz
 - A. M/S/C to approve the October minutes as published.
- III. TREASURERS REPORT – Lori Jackson
 - A. CD: 11,832.06
 - B. Savings: 8,500.52
 - C. Checking: 4,137.95
 - D. M/S/C to approve as submitted.
- IV. BOARD REPORTS
 - A. Presidents Report – Linda Luchsinger
 1. Board Award for October was presented to Debbie Crain, who was not at the meeting.
 - B. Vice Presidents report – Sandy Bonifield
 1. Our guest speaker this evening will be Dr Austin Komarek, a Chiropractor for dogs.
 2. Next month is Christmas potluck and gift exchange
 - C. Office – Sue Osborn
 1. There was a very good response to the request for help during registration week for session 7. Sue Osborn thanked Jim Spiva, Marlene Soldavini, Linda Wargo, Mary Ash, Linda Luchsinger, Mellene Miller, Gerry Glantz, Deassa Binstock, and Roxann Gracia.
 2. Sue also thanked Carol Coawette and Margretha Lane for the work they do every week as office staff.
 3. Sue reminded everyone who might be interested in helping in the office that for working one hour a week you will get a voucher good for discounts on classes.
 - D. Training – Marilane Bergfelt
 1. Classes
 - a) Marilane is still waiting for evaluations from last session.
 - b) Good turnout for beginning tracking class that just started.
 2. Trainers Committee Meeting
 - a) Session 1 for 2015 has been set and posted
 - b) Beginning Freestyle (Tuesdays) and Tricks and Games (Thursdays) are in session 1. If interested, sign up early to reserve slot.
 - c) Sessions 2 thru 4 draft is missing pieces from advanced classes to be filled in. Messages to those instructors sent and waiting for response.
 - d) Working on staffing to ensure classes are covered and people get some time off. Current list of approved instructors and assistants is posted in office. Marilane will try to keep it updated quarterly.

- e) Instructors need to sign and return a 2015 contract before the end of the year.
- f) Meeting notes for September and October meetings sent to attending committee members for their input. No response by the drop-dead-date, so notes will be finalized and posted on club's website.
- 3. A Refund was requested for a family that had scheduling issues. They attended Orientation and paid fee for GM 1 in Session 6. M/S/C to approve refund.
- 4. Requested refund for GM attended only 1 class and could not return and asked for \$100 refund. M/S/C to approve.
- E. Building – Debbie Payton
 - 1. Still having problem with ladders.
- F. Newsletter/Website – Sue Osborn
 - 1. Postcard deadline is Nov 20
- G. Publicity – Deassa Binstock
 - 1. No report
- V. AOCNC – Mary Ash/Gerry Glantz/Sue Osborn
 - A. No Report
- VI. HOSPITALITY
 - A. Volunteer for the October Meeting is Anita, Bobbie and Marlene
- VII. SUNSHINE - Deassa Binstock
 - A. No report
- VIII. OLD BUSINESS:
 - A. 2015 Obedience Trial – Linda Luchsinger
 - 1. Got final AKC approval.
 - 2. Lori reported the fee went down from \$300 to \$200
 - B. 2015 Agility Trials Lori Jackson, Trial Chair
 - 1. The committee and many members felt that for \$800 profit it is not worth the work. The question still remains if we want to continue sponsoring an Agility trial each year.
 - 2. 2015 Agility Trial Committee
 - a) Volunteers for the committee are: Lori Jackson, Mary Ash, Gerry Glantz and Stephanie Meinhardt.
 - C. Annual Award - Jim Spiva explained what the award is all about and how to nominate someone for the award. He encouraged members to turn in their nominations as soon as possible.
 - D. Nominating committee presented the following slate for nomination:
 - President: Gerry Glantz
 - Vice President: Linda Wargo
 - Secretary: Kimberly McMaster
 - Treasurer: Sandy Bonifield
 - Board Members at Large: Marilane Bergfelt

Sue Osborn
Debbie Peyton
Carol Coawette

Immediate Past President: Linda Luchsinger

It was M/S/C to approve slate as presented.

- IX. NEW BUSINESS – No new business
- X. NEW MEMBERS –
 - A. Deanna & Wesley Brilz and Alexander, and their dogs, Max and Shana.
 - B. Nicholas Warnock and Haley Burner and their bloodhound Roslyn
 - C. M/S/C to accept as new members.
- XI. BRAGS - Brags were presented by Linda Wargo Stephanie Meinhardt, Mary Ash, Diane Martin and Christy Rose.
- XII. MEETING ADJOURNED at 7:20 pm.
- XIII. BRAGS Linda Wargo, Stephanie Meinhardt, Mary Ash, Diane Martin, Christy Rose.
- XIV. Meeting adjourned at 7:20 pm
- XV. GUEST SPEAKER, Dr Austin Komarek

Respectfully Submitted,

Gerry Glantz, Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING AGENDA
November 17, 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, Kimberly McMaster and Linda Wargo.
- II. Minutes
 - A. M/S/C/ to approve as published
- III. Treasurers report – Lori Jackson
 - A. Checking: \$11,832.06
 - B. Savings: \$8,500.53
 - C. CD: \$8,109.95
- IV. Board reports
 - A. President – Linda Luchsinger
 - 1. Board Award discussed
 - 2. Question was presented about allowing the Annual Award be offered In Memorial to honor a deceased member. It was decided to let the Award committee decide. Another suggestion offered was to put up a Memory Bulletin board for honoring deceased members.
 - B. Vice-President - Sandy Bonifield
 - 1. Dr Komerck is open to the ideas of holding a workshop (50.00 per exam) set up times at 30 min intervals. No date set as yet, maybe in January. We will send around a signup sheet at the next meeting.
 - C. Office - Sue Osborn
 - 1. Linda Wargo will be helping in office on Mondays. She will need key so will see Linda Luchsinger to get it.
 - 2. Class refund request and Class credit voucher – Sue has revamped and clarified them and wrote better instructions.
 - D. Training – Marilane Bergfelt
 - 1. Training Equipment / Building To Do List
 - a) Buckled mats at the back of room. Linda’s son will review and fix.
 - b) Big Ladder & Puppy A-Frame. Debbie will fix.
 - c) Exterior hose may be replaced now, but no one is sure.
 - d) Debbie will call Napa Waste and Recycling program for pickup of old &/or broken electronic items in the back / storage area after new P.A. system is ordered.
 - e) Upright vacuum in back room donated by Linda W. a few years ago for club use. Need to clean it and put on training floor for use in classes. No one offered to clean it, so Marilane will do it during the break.
 - f) Broken Kiddy Gate feet are collecting in back room. 2015 Board will need to get replacements early in the year.
 - 2. Completed Tasks

- a) Marilane cleaned Puppy Tunnel (blue) and Carpeted Steps.
- b) Fig problem done for the year. However, board agreed property management needs to do a better job in 2015.
3. Newly approved Rules and Guidelines plus Release Form
 - a) New forms were not used at the September AOCNC event held at our club, as requested. Gerry will get copies of the signed release from AOCNC for our records.
 - b) Linda L. to send rules and release form to Diane Martin for the upcoming Irish Terrier Club event.
 - c) 2015 Board to review process of renting / using the building to ensure all outside groups sign contract & receive rules / release form beforehand. In addition, that there is a good understanding on both sides regarding reservations, payment, liability, etc. Linda Wargo offered to help fine tune the process.
4. New Building - Deassa is trying to reach another agent. Additional members of the 2014-2015 board are making contacts to see if locations can be found.
5. Training Committee Meeting - October 22, 2014
 - a) Marilane shared "NVDTC Instructor's History" and Gerry's Summary pages for the "Cost / Income Analysis" (sessions 1 – 4 of 2014). Notes from Sept & October committee meetings were shared with attending members for input. Finalized notes are posted on club's website.
 - b) Training Staff
 - NVDTC training staff have received a copy of the 2015 contract and most have returned it signed. Marilane will give those completed forms to Linda L. for safe keeping.
 - Marilane has held her pay scale to \$24 per class for an extended period of time. Board approved for an increase to \$28 per class starting in 2015.
 - Specialty Classes: The Board continues to discuss the number of students in relationship to the higher pay rate of the instructors. Recent financial review shows specialty classes with four students cover the instructor fees. Classes not held in prime slots are of less concern than those taught on Tues – Wed – Thursday nights from 5:30-7:30pm. Board did not give any direction on how to proceed. Marilane will give Specialty Instructors a copy of the 2015 Contract.
 - Recruiting: Club needs new instructors at all levels. Marilane has spoken with current assistants about stepping into a leading role but none are interested. 2015 Board will create a small committee to actively find, interview, negotiate and hire training staff. (Finding instructors with a 'draw' could benefit club greatly.)
6. Session 6, 2014
 - a. Incident in Adolescent Dog Class – reported previous month. Linda L. has not spoken with the families yet. Once she has, a final report will be filed.
 - b. Most classes had students complete Review, exception was Agility. Marilane put forms on Class Board and to date has received one returned form.
7. Session 7, 2014 - In Progress
 - a. Classes seem to be doing well, even intermediate / advanced classes with low attendance.
 - b. Agility / Foundation Skills attendance has dropped significantly within a single session. Continuing students seem to be enjoying the class. Unsure what instructor or assistants are doing to communicate with previous students or to build interest for 2015.

8. Classes in 2015
 - a. Session 1 has been finalized and posted. GM2 is planned for Tuesday night and "Tricks and Games" on Thursday night.
 - b. Sessions 2 – 4 still in draft form. Marilane is waiting for response from a few instructors. Sampler Class penciled in Session 2 on Tuesday nights.
 - c. Marlene has agreed to provide CGC daytime. We'll need an evening instructor in 2015.
 - d. Linda Chwiteck is interested in teaching NoseWorks at our club, but has not provided a possible start time. If other qualified instructors can be found, Marilane would be interested in speaking with them.
9. 2015 Workshops – Approved by Board
 - a. Dogs Can Dance workshops – All Saturdays / 2-hour events
 - b. Jan 17: Dancing for Smiles, 10am-12/noon
 - c. Feb 21: Beginning Freestyle, 2-4pm
 - d. March 7: Musical Rally Challenge, 2-4pm
Judy will handle all registrations and payments through her business. Our club will promote with little-to-no expense, and get 40% of income. (Example: Club profited over \$450 for 2 workshops in 2012.)
 - e. 'Fun and Fitness for the Senior Dog' with Marcia Barkley
Sunday, Feb 22nd - 2 hour workshop, 10am-12/noon
First time our club has done this type of event with Marcia. Board agreed to 'host' and use our insurance; Marcia will handle registrations & fees (paid to NVDTC); payment for her time limited to exact fee; and club to do most of the PR.
- E. Building – Debbie Payton
 1. Sometimes the left toilet does not flush right. May be water pressure problem.
- F. Publicity – Deassa Binstock
 1. Deassa has some vet office to drop off brochures.
- V. AOCNC
 - A. Nothing to Report
- VI. Membership – Sandy Bonifield
 - A. Gave out membership applications to 2 people in her training classes.
- VII. Newsletter/Website Sue Osborn
 - A. Postcard deadline is November 20, 2014
- VIII. Hospitality
 - A. Thanks to Debbie Peyton for the pizza and cookies tonight.
 - B. No board meeting in December. Sandy and Linda will be doing Board and General meetings in January.
- IX. Old Business
 - A. Date of Board Meetings changing - starting Jan 5th board meetings will be 1st Monday of each month.
 - B. Tracking test change requested. See document attached for complete details. M/S/C to accept proposed changes as presented.
 - C. 2015 Agility trial – meeting on hold for a while
 - D. 2015 Obedience trial

NVDTC BOARD MEETING

November 17, 2014

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- a. Premium list should be out as soon as possible.
- E. Reactive dog or aggressive dog screening – screening should take place in the office when calls are returned. Rather than just passing to dog in question to another class. The Trainers should contact owners on questionable dogs, which are indicated with an asterisk, and evaluate dog further before class starts.
- X. New Business
 - A. Class refund for Donna Read with Bubba who bit someone and is quarantine now. M/S/C to approve.
- XI. Meeting Adjourned at 8:35 pm

Respectfully submitted,

Gerry Glantz, Secretary

Napa Valley Dog Training Club Tracking Test Worker Draw Program

AKC Rule: Section 13d Test Worker Option. A club may set aside tracks for test workers from previous tests, as defined and identified by the test-giving club. This information and the number of tracks to be set aside must be published in the premium list. Entries from workers are to be drawn first, up to the limits shown in the table below. Once the tracks set aside for workers are filled, any remaining test worker entries will be added to the non-worker entries for the draw of the remaining tracks. There will be no separate alternate list for test workers only. A test worker may not benefit from a track set aside at a test in which they are working. Deviations from the table are not permitted for any test, combined test or multiple tests.

Tracks	TD	TDU	TDX	VST
1-4	0	0	0	0
5	0	0	1	1
6	2	2	2	2
7-8	2	2	2	2
9-11	3	3	2	2
12 or more	4	4	4	2

Purpose

To encourage tracking personnel to volunteer at NVDTTC tracking tests, by providing a higher chance for test workers to get drawn into a NVDTTC tracking test. It should be noted that this provision does not guarantee a test worker a slot in a NVDTTC tracking test. It only provides an increased chance of getting drawn into the test.

Who Qualifies

Any person who works a NVDTTC tracking test is eligible for this program.

Voucher Process

- Each voucher will be worth one (1) point.
- It will take ten (10) vouchers to get into the worker draw.
- The test secretary will present the appropriate number of vouchers to all workers.
- Vouchers must be included with the entry form and submitted to the test secretary.

- Vouchers are nontransferable to another person. Vouchers can be used only for the entry of a dog owned or co-owned by the person to whom it is issued.
- Vouchers may only be used once.
- If there are not enough entries to require a worker draw, the worker gets in the test. Since no worker draw is required, the test secretary will return the voucher(s) to the worker.
- If there is a worker draw and the worker's entry does not get drawn, the voucher(s) will not be returned.
- Vouchers will not expire.

What Work Qualifies

Points will be awarded as follows:

- Chief tracklayer – 10 points
- Test secretary – 10 points
- Judge who declines a fee for the test – 10 points
- Test chair – 5 points
- VST tracklayers – 5 points
- TDX tracklayers – 5 points
- TD/TDU tracklayers who lay one track – 2 points
- Primary cross-tracklayers who do 3 or more cross tracks – 5 points
- Primary cross-tracklayers who do fewer than 3 cross tracks – 2 points
- Secondary track layers who do more than 3 cross tracks – 2 points
- Secondary cross-tracklayers who do fewer than 3 cross tracks – 1 point
- Housing judge(s) – 2 points
- Hospitality coordinator (if other than test chair) – 5 points*
- Hospitality helper – 1 point per day*

* As determined by test chair and test secretary

Worker Draw

If there are more entries for a test than tracks being offered, the draw will be conducted as follows:

- The worker draw will be conducted before the general draw from the non-worker entries.
- The only entries in the initial draw pool (worker draw) are those that are submitted with vouchers totaling 10 points.
- The set-aside tracks for the worker draw will be drawn.
- After the designated number of set-aside tracks is drawn, the remaining worker entries will be included in the draw pool with the non-worker entries and the draw for the remaining tracks will be conducted as usual.
- Worker vouchers do not get preference for inclusion on the alternate list.

UNAPPROVED

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING
December 8, 2014**

- I. **CALL TO ORDER at 6:37 pm**
Board members present: Linda Luchsinger, Sandy Bonifield, Sue Osborn, Deassa Binstock, Gerry Glantz, Marilane Bergfelt, Lori Jackson and Karen Jackson.
- II. **MINUTES – Gerry Glantz**
 - A. M/S/C to approve minutes as published.
- III. **TREASURERS REPORT – Lori Jackson**
 - A. CD: \$11,832.06
 - B. Savings: \$8,500.33
 - C. Checking: \$1,310.02
 - D. Drop interest bearing checking account and go to straight business checking
 - E. Put stop payment on check for utilities that was lost.
 - F. Transfer enough from savings (6,000) to cover bills.
 - G. M/S/C to accept as presented.
- IV. **BOARD REPORTS**
 - A. **Presidents Report – Linda Luchsinger**
 1. Board Award for this month went to Teresa Russell who has held many offices over the year and is always willing to step in and help when needed.
 - B. **Vice Presidents report – Sandy Bonifield**
 1. Dr Austin Tumerik will be talking at our January meeting again and will have his dog to use for demonstrations.
 - C. **Office – Sue Osborn**
 1. Sue thanked the Ladies working in the office during week off, Medori, Carol, and Margretha.
 2. Mary Ash and Linda Wargo also came in to help out.
 3. Sue is looking for more workers after the Christmas break.
 - D. **Training – Marilane Bergfelt**
 1. Session 1 is set
 2. Sessions 2 and 3 are waiting for a couple of issues to be resolved.
 - E. **Building – Debbie Payton**
 1. Ross fixed the heater
 2. Jim bought a new hose but it has also disappeared.
 - F. **Newsletter/Website – Sue Osborn**
 1. Deadline for the Newsletter is the 20th.
 - G. **Publicity – Deassa Binstock**
 1. No report.
- V. **AOCNC – Mary Ash/Gerry Glantz/Sue Osborn**
 - A. Sunday, February 1st is the Winter Workshop and NVDTTC is sponsoring the Rally Ring. If you would like to help please contact Mary Ash.
 - B. Application for Workshop is on our website and on aocnc.org

NVDTC GENERAL MEETING MINUTES

December 8, 2014

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VI. HOSPITALITY

Volunteer for the January Meeting -

VII. SUNSHINE - Deassa Binstock

A. No Report.

VIII. OLD BUSINESS

A. Club Service Award – Jim Spiva passed out applications for nomination for this special award and asked they be returned as soon as possible.

B. Awards Dinner

1. Planning committee needed: Linda Luchsinger and Carol Coawette volunteered to help

2. Suggested dates are February 21st or 28th.

3. Linda Wargo is handing the awards and the deadline will be mid January.

C. We have had an offer to team up with Oakland DTC to do special 3 day seminar with Sylvia Bishop from England in April. It is still in the planning stages but should offer us a nice profit. More information coming later.

IX. NEW BUSINESS

A. Vange showed us a custom made toy for dogs.

X. BRAGS

A. Stephanie Meinhardt got her MACH. Christy Rose and Linda Kennard also shared brags. Marilane shared a people brag, her son is coming home and then leaving for Spain.

XI. ADJOURN 7:00 pm and proceeded with the Christmas Potluck.

Respectfully Submitted,

Gerry Glantz