

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
1/5/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:30 p.m.
 - B. Board members present: Marilane Bergfelt, Carol Coawette, Gerry Glantz, Linda Luchsinger, Kimberly McMaster, Sue Osborn, Debbie Payton, and Linda Wargo.
Absent: Sandy Bonifield.

- II. MINUTES, Kimberly McMaster
M/S/C to accept minutes from the November 17, 2014 board meeting.

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,832.06
 - B. Savings: \$2,361.23
 - C. Checking: \$190.81
 - D. Rent paid on January 2, 2015.
 - E. Sandy Bonifield and Gerry Glantz are co-signees on bank account.

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
No Report
 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo
 - 1. Linda is processing incoming renewals & updating membership list.
 - 2. Sue will send membership Excel documents to Linda Wargo.
 - C. OFFICE, Sue Osborn
 - 1. Office binder and office volunteer packets being updated.
 - a. Will include new procedures on class credit vouchers and class refund requests- 100 of each form to be printed for files.
 - b. Procedure on pre-screening of reactive dogs for ado and GM1 sign-ups given to office staff.
 - 2. Board agreed to allow for crating of dogs in office for those who cannot leave their dogs for long periods of time on nights they have classes while working in the office or attending a board meeting. — MSC.
 - 3. Kimberly McMaster will now handle reproduction.
 - 4. Linda Luchsinger has a copier she will donate for use for making emergency copies; can be covered with fleece to protect from dust.
 - 5. Marilane would like to meet with office regarding Assistants Binder.
 - D. BUILDING, Debbie Payton
 - 1. Linda Luchsinger and her son, Carl, taped the mats in back of training area to fix lumps.
 - 2. There is now a new hose out front and a new towel dispenser in the bathroom.
 - 3. Deassa Binstock met with a realtor about building. She reported there is not a lot out there available to rent, especially for a dog club entity.
 - 4. NVDTC has received a new lease and the landlord is requesting a response.
 - 5. Recommendation was made to talk to the landlord about breaking our space up for others to rent.
 - 6. Carol Coawette will call Ross Mini, building manager, to open the door to conversations with the property owner about decreasing the

size of our space. Eventually we will need to determine how much space is needed for training area, office area, file cabinet space, etc.

7. Linda Wargo will be inventorying all items in building.
 8. Gerry Glantz will take delivery of new PA system this week.
 9. Building use Rules and Guidelines & Release Form
 - a. Building use forms not received for the AOCNC August 2014 seminar or for the Irish Terrier Club.
 - b. Need to have signature line added to release form and a cover letter created listing items being sent to groups interested in using the building. Sue will take care of this and send to Carol Coawette who will be the go-to person for providing paperwork to groups interested in using the building.
 - c. This information will be added to the website.
- E. PUBLICITY, Carol Coawette
Carol will take care of running ad in the Napa Valley Register for next session.
- F. TRAINING, Marilane Bergfelt
1. Carol Coawette approved as a full pledged assistant for Ado and GM1—MSC.
 2. Debbie Taylor is scheduled to start Provisional during Ado Dog in Session 1.
 3. Equipment
 - a. Equipment drawer has new bags for collars with clear sizes/types noted (to match price sheet).
 - b. Due to price increases, only two sizes of leashes will be kept in inventory for sale to students.
 - c. Lynda Rhyno has a key to building to take care of inventory of equipment.
- G. Instructor contracts need to be updated.
- H. Linda Wargo will help Marilane with puppy, ado, and GM1 materials.
- I. Marilane reviewed status of 2015 instructor contracts.
- V. NEWSLETTER/WEBSITE, Sue Osborn
Deadline is January 20th for information for postcard mailing.
- VI. AOCNC, Sue Osborn, Gerry Glantz
- A. AOCNC's Board and general meeting to be held January 10 at the NVDTTC clubhouse.
 - B. AOCNC Winter Obedience & Rally Workshop will be held February 1, 2015
- VII. OLD BUSINESS
- A. VST Tracking Test
All on track.
 - B. Awards Dinner
 1. Linda Luchsinger has reserved Filippi's Pizza Grotto for 6:00 p.m. for February 14.
 2. Sandy Bonifield and Carol Coawette will help with banquet.
 3. Need a flyer.
 - C. 2015 Obedience/Rally Trial, June 20, 2015
 1. PSI contract has not been received yet.
 2. A committee meeting to be scheduled.
 - D. 2015 Agility Trial
 1. Can an agility match be held instead of an agility trial?

2. Gerry Glantz will contact Lori Jackson about having an agility trial.
 - E. Silvia Bishop Seminar (held in conjunction with Oakland DTC), April 10, 11, 12, 2015 — Have not heard back about anything more.
- VIII. NEW BUSINESS
“New Instructors/Trainers” will be added to future board meeting agenda as a separate item.
- IX. MEETING ADJOURNED at 9:15 p.m.

Respectively submitted for Kimberly McMaster by Sue Osborn

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
1/12/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:33 p.m.
 - B. Board members present: Marilane Bergfelt, Carol Coawette, Gerry Glantz, Linda Luchsinger, Sue Osborn, Debbie Payton, and Linda Wargo. Absent: Sandy Bonifield and Kimberly McMaster.

- II. MINUTES, Kimberly McMaster
 - M/S/C to accept minutes from the December 9, 2014 general meeting as published in the newsletter.

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,832.06
 - B. Savings: \$2,361.23
 - C. Checking: \$8,283.82
 - D. CD maturity date is January 29.

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
 - 1. As new president, Gerry warmly welcomed everyone. Feel free to contact her at any time, her contact information in the newsletter.
 - 2. New board members Carol Coawette, Linda Wargo, and Kimberly McMaster were announced.
 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo
 - 1. Membership is due. Linda is posting a chart to show who has paid.
 - 2. Linda will be passing out the general meeting vouchers.
 - 3. New Members:
 - a. Susan Thorton – MSC to accept.
 - b. Stephanie Bunch with a Kooikerhondje – MSC to accept.
 - C. OFFICE, Sue Osborn
 - 1. Thank you to volunteers and office workers who came in during week off: Mary Ash, Sandy Bonifield, Linda Wargo, Carol Coawette, and Margretha Lane.
 - 2. Thank you to members who volunteered to help during registration week: Marlene Soldavini, Donna Seaman, Sandy Bonifield, Jim Spiva, RoxannGracia, Mary Ash, Alysha Munoz, Linda Luchsinger, Kathy Wade, Debbie Payton, De Britz, Cheryl Meyer, and Deassa Binstock. Great response!
 - 3. Starting this week Roxann Gracia is going to work in the office on Wednesday nights.
 - D. BUILDING, Debbie Payton
 - 1. Linda Luchsinger and her son, Carl, fixed buckles in mats at back of training area.
 - 2. There is a new towel dispenser in the bathroom.
 - 3. Linda Wargo will be making a complete inventory of all items in the building—be sure to tag anything that belongs to you!
 - E. PUBLICITY, Carol Coawette
 - 1. Members were asked to pass out rack cards at Vets; Members volunteered to take care of American Canyon, Calistoga and various other vets.

2. Carol shared times and dates for Judy Gamet's and Marcia Barkley's 2-hour workshops for January and February.
- F. TRAINING, Marilane Bergfelt
1. Special classes scheduled: Session 1: Tricks and Games, Session 2: Sampler Class, Session 3: Beginning Freestyle.
 2. Assistant Approvals
 - a. Carol Coawette: GM1 and Puppy (puppy is provisional).
 - b. Debbie for Adolescent
 3. When using crates, remember to return linens to bins due to mouse problem.
 4. If people want to see more workshops this year, talk to one another.
- V. NEWSLETTER/WEBSITE, Sue Osborn
- A. Deadline is always the 20th of each month be it the postcard or newsletter.
 - B. Articles can be sent to Sue Osborn via email shown on back of newsletter.
- VI. AOCNC
- A. Mary Ash was elected president and Sue Osborn was elected secretary for 2015 AOCNC Board.
 - B. AOCNC Winter Obedience & Rally Workshop, February 1, 2015
 1. Still short one club to sponsor one open ring.
 2. Application is on website.
 3. Mary Ash, Gerry Glantz and Jim Spiva have already volunteered to work at workshop.
 4. Tonight Carol Coawette and Alysha Monez volunteered to help out as well.
- VII. OLD BUSINESS
- A. VST Tracking Test
 1. All moving along fine; have had first committee meeting.
 2. Stephanie Bunch, new member, volunteered to help with driving.
 - B. Awards Dinner
 1. Committee members: Linda Luchsinger, Sandy Bonifield and Carol Coawette.
 2. To be held at 6PM at Filippi's Pizza Grotto.
 3. Linda Luchsinger will send menu to Sue Osborn for publication.
 4. Date of dinner to be February 21 or 28. Linda Luchsinger to follow up on setting of exact date.
 5. Awards application technically closed but Linda is accepting applications tonight.
 - C. 2015 Obedience/Rally Trial, June 20, 2015
 1. Last changes being made to premium, should be done this week.
 2. Once premium is done, there will be a committee meeting.
 - D. 2015 Agility Trial
 1. Lori Jackson presented costs for different possible venues:
 - a. Petaluma Fairgrounds: \$1K a day, \$500 for set up on Friday — NVDTTC trial is manageable even after the Town & Country trial is held the weekend before.
 - b. Santa Rosa location 1: \$1K a day, \$500 for set up on Friday.
 - c. Santa Rosa location 2: Grays Pavilion \$1.5K a day, \$150 for set up on Friday.
 - d. Dixon: \$350 a day, \$150 set up on Friday
 2. Chairman still needed to head up organization of agility trial.

3. Decision on moving forward on trial was tabled, more research needed.
 - E. Silvia Bishop Seminar (held in conjunction with Oakland DTC), April 10, 11, 12, 2015
 1. Sign-up sheets/applications are available; if interested, fill out and turn in immediately.
 2. There are working spots for all three days.
 3. \$350 for all 3 days, and \$200 for all 3 days for auditing or \$85 a day for auditing.
 - F. Annual Service Award, Jim Spiva
Committee will be meeting on January 26 at 6:30 PM so there is still time to turn in nominations if you have them to Jim by the meeting.
- VIII. NEW BUSINESS –Use of Building
- A. Gerry reviewed use of building for training when classes are not being taught as a way to make better use of our building and bring in more income. Also to promote our classes increasing the size of classes to bring in more income. The alternative is to downsize.
 - B. Redwood Empire is sponsoring a Michelle Pouliot Seminar at our building on February 7 & 8,2015.
 - C. LAPS will be using our building to start their new training.
- IX. HOSPITALITY
Stephanie Bunch volunteered to bring snacks for the February 9, 2015 meeting.
- X. MEETING ADJOURNED at 7:34 p.m. A very well received hands-on demonstration by Animal Chiropractor Dr. Austin Komarek, using his dog, Bloom, was presented after the meeting.

Respectively submitted for Kimberly McMaster by Sue Osborn

Unapproved

Napa Valley Dog Training Club Board Meeting Minutes February 2, 2015

- I. Call to Order: 6:36 pm
 - a. Present: Gerry Glantz, Linda Luchsinger, Sandy Bonifield, Sue Osborn, Debbie Payton, Marilane Bergfelt, Carol Coawette and Linda Wargo. Alysha Munoz from the general membership also attended.
- II. Minutes
 - a. No January minutes to approve due to the fact that the Secretary resigned right before the meeting.
- III. Treasurer's Report – Sandy Bonifield
 - a. CD - \$11,832.06
 - b. Savings - \$5,361.23
 - c. Checking - \$9,731.58
 - d. Ms. Bonifield noted that February rent had not been paid yet.
 - e. She also noted that the CD matured on January 29. Board agreed to let it roll over for another year.
- IV. Board Reports
 - a. President – Gerry Glantz
 - i. President noted that Ms. McMaster resigned as the club secretary effective 2/2/2015. It was noted that according to the club bylaws the board can approve a replacement to fill the position until the next general election. Several potential replacements were discussed and the president will contact those individuals to ascertain their interest.
 - b. Vice President – Linda Wargo
 - i. Ms. Wargo noted that there were still a number of outstanding renewals. Discussion ensued about deadlines for renewal etc. Board decided to extend renewals until February 28th 2015. After that time members who want to renew will have to follow club bylaws. Ms. Wargo will brief club members at the next general meeting.
 - c. Office – Sue Osborn
 - i. Ms. Osborn passed out a handout for registration week volunteers for board review and approval. Handout was approved.
 - ii. Ms. Osborn also noted that Ms. Xxx is a new office staff member and she recommended office workers wear gloves when emptying the trash. Gloves have been purchased and are in use.
 - d. Building – Debbie Payton
 - i. Ms. Payton noted that PSI was unable to clean the building today. The board decided not to reschedule the cleaning and

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- asked Ms. Payton to make sure we are not charged for this date. Ms. Payton will follow up with PSI.
- ii. Ms. Bergfelt noted that the puppy A-frame has a chip at the edge and the PVC ladders may need repair. Ms. Payton will take care of this.
 - iii. Ms. Bergfelt reported the club has E-waste that needs to be picked up. Ms. Bergfelt, Ms. Osborn and Ms. Bonifield will round up all the E-waste for removal.
 - iv. Ms. Bergfelt reported that there are many broken kiddy gate feet in the back room and that replacements need to be purchased prior to the June obedience trial. Ms. Payton reported she has researched them and they cost \$9.50 per pair from J&J (R514) supplies. Board will research repairing ourselves.
 - v. Ms. Payton was tasked to look into air conditioning/cooling for the summer months. Homemade swamp coolers were discussed.
 - vi. Building wear-n-tear issues were brought up by Ms. Bergfelt: Wooden floor board cracking. Fig issue in Summer. Other?
- e. Publicity – Carol Coawette
- i. Ms. Coawette noted that our usual ad will run in the Napa register starting February 12th.
 - ii. Discussion of whether it made sense to push the dates of the ad forward so there is more time to fill sessions. Balance between getting public in and keeping space for our students. Board decided to discuss this further at the next board meeting.
 - iii. Ms. Coawette also noted that the Napa Valley Community Calendar is going to try and insert the classes on our pink flyer.
- f. Training – Marilane Bergfelt
- i. Training chair job description. Ms. Bergfelt expanded the current description to better reflect the responsibilities of the position.
 - ii. Ms. Bergfelt asked if training committee membership consists only of the contracted instructors of the club. Board asserted this was the case.
 - iii. Ms. Bonifield will help Ms. Osborn and Ms. Bergfelt review job description of the office staff and training instructors to better allocate duties and responsibilities.
 - iv. Ms. Osborn and Ms. Bergfelt will determine where to store new training forms and outlines created by Ms. Bergfelt.
 - 1. 'Outline for Proposed Training Class at the NVDTC'
 - 2. 'Process for Approval of Instructor or Assistant'
 - 3. 'Instructor &/or Assistant Application'
 - 4. 'In-House Training Materials for Assistants'
 - v. Assistants:
 - 1. Ms. Coawette is completing her Provisional for Puppy in Session 1, 2015 with Lea and Ms. Bergfelt .

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2. [Debbie Taylor](#) is doing her Provisional for AdoDog in Session 1, 2015 with Ms. Bergfelt and Ms. Soldavini.
 3. Instructors and assistants were notified via email of the dates / times these assistants were working so they could review their work on the training floor. Ms. Bergfelt has asked for their insights in writing.
 4. NEW Assistant Application: Ms. Bergfelt received a completed application from [Donna Seamon](#). Because the Training Committee will not meet again until mid-April, Board directed Ms. Bergfelt to communicate with Instructors via email / phone. Ms. Bergfelt provided all staff with application & asked for insights by March board meeting.
- vi. Instructors 2015 contracts:
1. Marcia returned her contract and lowered her hourly rate due to the current fuel costs. Per her conversations with Ms. Bergfelt, she will review the fee again in 2016 to ensure her expenses are covered.
 2. [Lynda Rhyno and Katherine](#) have not returned signed contract yet. Ms. Bergfelt has mailed contracts again via US Mail.
- vii. In-House Training Stretching with Carol: Several members have voiced an interest in attending a session with [Ms. Coawette](#) to help them stretch before teaching classes. Currently Sandy, Vange, Cheryl, Sue and Marilane have given a 'yes'. Options are; Feb 13 at 4pm, 14 after 2pm & 20th (daytime). ML sent email and asked everyone to communicate with Carol directly.
- viii. Training classes
1. Session 6, 2014 - Incident as Reported October 2014 Meeting: Has [Ms. Luchsinger](#) found completed forms?
 2. Session 7, 2014 - Bite Incident on last night of Agility. Ms. Bergfelt will check in with Ms. Ecklin to see how dog is doing currently.
 3. Classes in 2015 –
 - a. Session 1-3 has been finalized and information sent to Ms. Osborn.
 - b. Session 3 has a hole for GM2 on Thursday night. Board directed to leave 'TBA' for current time.
 - c. Session 4 is in *Draft Format* with holes in Wednesday night classes – Ms. Bergfelt needs a break and unsure if Lea will cover. Linda L. will be out May & first week of June 2015.
- ix. Committee Meetings:

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1. Training Committee Meeting planned for April 8 at 6:30pm (between Session 3 & 4). Planning to set Sessions 4-7 plus address items as needed.
 2. Final committee meeting of 2015 would be the week of September 2nd. This meeting would set classes in early 2016.
- x. AKC Reference Materials: Ms. Luchsinger. offered to look at AKC website for obedience, rally, agility, etc reference materials. She asked for Ms. Bergfelt to learn more about what the instructors are looking for / would find useful. ML emailed [Marlene](#) for suggestions.
 - xi. Written Material for Entry Level Classes: Linda Wargo is okay with helping develop a manual for all entry level classes. It is currently about 50% done but there is lots to do. This is a long-term project.
 - xii. "Separating a Dog Fight" – instructions: Ms. Bergfelt found a one-page piece on the San Francisco SPCA's website that describes how to break up a dog fight. Board directed her to forward the piece (as is) to the training staff via email.
 - xiii. Current Instructor's Contract does not address any updates in the club's guidelines nor working with 'Specialty Instructors'. [Allysa Munoz](#) w/ Linda Wargo & Carol Coawette will help Ms. Bergfelt update / clarify issues so new contracts can be ready for 2016. (Example: Ms. Luchsinger wants new contract to say 'per class' rather than 'per hour'.)
- V. Newsletter/Website – Sue Osborn
- a. Ms. Osborn noted that newsletter items are due February 20th.
- VI. AOCNC – Sue Osborn or Gerry Glantz
- a. Ms. Osborn and Ms. Glantz reported that the AOCNC Workshop went well.
- VII. Old Business
- a. VST Tracking Test – March 7 & 8
 - i. Ms. Wargo reported that everything is on track.
 - b. Awards Dinner
 - i. Ms. Luchsinger reported that the date has been changed to February 21st.
 - ii. The flyer is done and Ms. Osborn will mail to the membership.
 - iii. Ms. Luchsinger and Ms. Bonifield will take charge of outgoing board member appreciation. Board voted to authorize up to \$125.00 for cake and outgoing appreciation.
 - iv. Ms. Wargo noted the awards plaques are being prepared and that the service award plate is also being done.
 - c. 2015 Obedience trial
 - i. Ms. Luchsinger has emailed Debbie Best for her contract and a copy of the last premium list. She plans on calling a meeting of the obedience trial committee after she receives these items .

Unapproved

- d. 2015 Agility Trial
 - i. After a lengthy discussion the board recommended canceling the agility trial for 2015. The trial can be revisited for 2016 if someone in the general membership would like to take over.
- e. Sylvia Bishop seminar (with Oakland DTC)
 - i. Ms. Bonifield and Ms. Luchsinger will be coordinators. Vern Miller from Oakland DTC noted that all working spots are filled.
- f. NVDTTC building
 - i. Ms. Coawette has contacted the property manager and met with him regarding options for decreasing the size of our portion of the building. The reconfiguration would cost the club considerable money and negate any savings from less square footage. She will continue to meet with him to see if there are any other alternatives within the complex or if we could sublet portions of our space.
- g. Building Use & Newly approved Rules / Guidelines / Release Form:
 - i. Still waiting for a copy of AOCNC signed releases from 2014 event for our files. Action: ?
 - ii. Ms. Osborn updated forms per last board meeting & create check list / cover page.
 - iii. Board agreed that signed contracts, proof of insurance, etc will be kept in the office file drawers in a "Building Rental" file.
 - iv. There was some discussion of appointing a building use point of contact. Discussion to be continued at the next meeting.
 - v. Also discussed creating guidelines for reservations, cancellations, payment, etc.
- h. New Trainer search. Board discussed recruiting of new trainers. Ultimately this was tabled for the March meeting. Questions include: How does the board want to proceed in recruiting teaching staff for all levels of classes. Does anyone have written materials that could help focus efforts? Who is willing to actively interview, negotiate and hire?

VIII. New Business

- a. Student Contact Database. Discussion regarding how to get students into the more advanced classes led to a discussion and decision to start a student contact database so the club can provide them with info regarding these classes. Board decided to create the database and allow people to opt out. Ms. Osborn will put this together.
- b. Individual use of the building. Ms. Martin contacted the board regarding setting up a program for members to use the building for training when not otherwise in use. Consider ways for club members to rent the building for personal training time. Board will bring to general in Feb 2015 to see the level of interest.

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
2/9/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:35 p.m.
 - B. Board members present: Marilane Bergfelt, Sandy Bonifield, Carol Coawette, Gerry Glantz, Linda Luchsinger, Sue Osborn, Debbie Payton, and Linda Wargo.

- II. MINUTES, Sue Osborn
 - M/S/C to accept minutes from the January 5, 2015 general meeting as published.

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,832.02
 - B. Savings: \$5,361.23
 - C. Checking: \$3,926.56
 - D. There are no outstanding bills at this time.

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
 - 1. Club Secretary, Kimberly McMaster, had to resign. If you are interested in the position, please contact Gerry.
 - 2. Redwood Empire held their Michelle Pouilet Workshop on March 7th & 8th at our building. It was well attended.
 - 3. Clarification of voting quorum at general meetings was addressed.
 - 4. If members know of groups that would like to use the building, please have them contact a board member.

 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo
 - 1. Membership is due. Renewal has been extended past the official cutoff date of January 31, to February 28, 2015. After that time members who want to renew will have to follow club bylaws.

 - C. OFFICE, Sue Osborn
 - 1. Thank you to office volunteers: Linda Wargo, Carol Coawette, Roxann Gracia, and Margretha Lane.

 - D. BUILDING, Debbie Payton
 - 1. Reminder: Linda Wargo will be making a complete inventory of all items in the building. Please tag anything that belongs to you asap.

 - E. PUBLICITY, Carol Coawette
 - 1. Ad for Session 2 and Specialty Classes running in Napa Register plus the Napa and Contra Costa Marketplace magazines.
 - 2. Carol gave update on weekend workshops offered in February and March.
 - 3. Asked membership for input regarding ways to promote club membership, including incentive vouchers. A discussion followed.

 - F. TRAINING, Marilane Bergfelt
 - 1. Session 1 classes are going well.
 - 2. Session 2 offers the Sampler Class (evenings) and Beginning Novice (daytime). Session 3 has Beginning Freestyle (evenings) and Canine Good Citizen (daytime).

3. If people want to see more workshops, special events / classes this year, talk to one another and/or send your ideas to Marilane via email.
4. Training Committee meetings are scheduled. Instructors and assistants will receive a 'save the date' email next week.

V. NEWSLETTER / WEBSITE, Sue Osborn

- A. Deadline is always the 20th of each month be it the postcard or newsletter.
- B. Articles can be sent to Sue Osborn via email shown on back of newsletter.

VI. AOCNC

Winter Workshop on Feb 1st at Cal State Hayward. Club members helping are: Mary Ash, Gerry Glantz, Jim Spiva, Carol Coawette, Donna Seaman and Allysa Munoz will be helping at workshop.

VII. OLD BUSINESS

- A. 2015 VST Tracking Test on March 7th & 8th, Linda Kennard
 1. Final touches are in place. Trail is filling up.
- B. Awards Dinner, Linda Luchsinger
 1. Dinner is Saturday, February 21 at 6pm at Filippi's Pizza Grotto in Napa. Cost \$20 per person. Details are on the club website and fliers posted in clubhouse. Deadline is 2-11-15.
- C. 2015 Obedience/Rally Trial on June 20th, Linda Luchsinger
 1. The club received a contract from Debbie Best.
 2. Debbi Best has the premium changes.
 3. A committee meeting is planned for next week.
 4. Raffle prizes are needed.
- D. 2015 Agility Trial, August 15th & 16th
 1. M/S/C to have our trial in Petaluma.
 2. Lori Jackson has volunteered to be the Chairperson.
 3. Mary Ash volunteered to be Chief Ring Stewart.
 4. Laura Ecklin volunteered to handle ribbons.
 5. Gerry passed around a sheet for members to sign up to help. Final page was given to Lori.
- E. Silvia Bishop Seminar, April 10, 11, 12, 2015
 1. Committee includes Sandy Bonifield and Linda Luchsinger.
 2. Working spots are full but auditing spots are still available. If interested check our website.

VIII. NEW BUSINESS

- A. M/S/C to allow the Irish Terrier Club the use of our building on March 15 for a St. Patrick's Party. Board will get the rental contract to Diane Martin.
- B. Vange Leonis has researched Pet First Aid & CPR workshops. She has a contact and gave an overview of costs. This 4-hour workshop would be offered before the new 'Out and About Class' planned for Session 6.

C. HOSPITALITY

1. Thank you to Stephanie Bunch and family for the wonderful snacks.
2. Marlene Soldavini, Bobbie Honsvick and Anita Boyce volunteered to bring refreshments to the March General Meeting.

IX. MEETING ADJOURNED at 7:45 p.m.

Respectively submitted by Marilane Bergfelt

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
SPECIAL BOARD MEETING MINUTES
2/14/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called special board meeting to order at 1:13 p.m.
 - B. Board members present: Marilane Bergfelt, Sandy Bonifield, Carol Coawette, Gerry Glantz, Linda Luchsinger, Sue Osborn, and Debbie Payton. Absent: Linda Wargo.

- II. PURPOSE OF MEETING
 - A. To decide on response to receipt of communication from Napa Sawyer Properties indicating increase of rent above what was indicated on building lease already sent to NVDTTC in December.
 - B. To discuss secretarial position.

- III. BUILDING LEASE
 - A. John Dobrovich, Sawyer Properties, has indicated he has an interested party in the building and will decide with whom to go with after talking with both NVDTTC and the interested party. As of today, a revised lease has not been received by NVDTTC.
 - B. Possible solutions to higher rent increase:
 - 1. Reduce voucher amounts allowed per class.
 - 2. Raise class fees
 - 3. Reduce discounts
 - 4. Schedule more moneymaking classes during prime times
 - 5. Raise class sizes
 - 6. Hold Saturday classes
 - 7. Create more community awareness to bring in more business by
 - a. Increased involvement in dog-related events
 - b. Holding open houses at club
 - c. Articles in newspaper
 - 8. Subletting (would need to be approved by Sawyer Properties)
 - C. If the higher rent increase occurs or building is rented to another party, general will be notified and will be involved with how to handle.
 - D. Response decision:
 - 1. Signing current contract may or may not avoid increased rent and may or may not assure future rental of building.
 - 2. The contract we have in hand will be signed and delivered to John Dobrovich, Sawyer Properties, by President Gerry Glantz —MSC. Gerry will include a cover letter to indicate further contact on this matter is to be with her. She will send both cover letter and contract via Federal Express.

- IV. SECRETARY POSITION
 - 1. To date, the vacated position has had one response by an interested member who would need to miss meetings—Gerry will contact this member to pin down exactly how many meetings this would entail.
 - 2. If needed, Gerry will contact additional candidates as suggested by board members.

- V. Special board meeting adjourned at 3:00 p.m.

Respectively submitted by Sue Osborn

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING
March 2, 2015

- I. CALL TO ORDER – meeting called to order at 6:36 pm. Board members present were Gerry Glantz, Sandy Bonifield, Linda Luchsinger, Sue Osborn, Debbie Payton, Marilane Bergfelt and Linda Wargo. Absent: Carol Coawette.
- II. MINUTES
 - A. Minutes of the Special Board meeting on 2/14/15 were approved as posted.
 - B. Minutes of the February 2 Board Meeting were approved with the following additions or corrections
 1. The 2/2/15 Board Minutes should be labeled as UNAPPROVED.
 2. IV. F. ii – should read “All instructors and assistants are on the committee, but only instructors can make decisions about staffing”.
 3. IV. c. ii – Ms Osborn also noted that Ms Roxann Gracia is a new office staff. And, gloves have been donated not purchased.
 4. IV. d. v. iii – Ms. Osborn’s name removed.
- III. TREASURER’S REPORT
 - A. CD: \$11,838.02
 - B. Savings: \$5,361.23
 - C. Checking: \$13,191.69
- IV. BOARD REPORTS
 - A. PRESIDENT’S REPORT – Gerry Glantz
 1. A special thanks to Carol Coawette and anyone else who helped out in the process of getting our lease renewal in place. It was very close but we have signed a new 2 year lease.
 2. We still have a lot to do to keep the building. We must figure out ways to increase our income and continue to pursue the possibilities of subleasing a portion of the building. Need to set up a committee to search for dog related events that can be held in our building. This will be presented at General meeting.
 - B. VICE-PRESIDENT’S REPORT – Linda Wargo
 1. Dues renewal has closed and anyone who has not paid dues has been removed from membership list. Linda will be getting a new list to anyone who wants it at next meeting. Suggested that she distribute new lists to board members quarterly so they always have an up-to-date list.
 - C. OFFICE – Sue Osborn
 1. Sue pointed out some inconsistencies in our By-Laws concerning the replacement of a Secretary who has resigned. (Article III, Section 3) except for the fact it does state filling the vacancy is to be done at the first regular meeting following the creation of a vacancy or a Special Board Meeting called for that purpose. Neither of these happened. Thus the other statement (Article V, Section 4, c) in the bylaws about vacancies is now in play. Since there seems to be some question about the correct procedure, the Board will need to review the by-laws for clarification and proceed as needed.
 2. Sue reported there were glitches in the registration process last week:
 - a. Three people showed up for orientation on Wednesday night at the wrong time,
 - b. One person volunteering to help with registration was discourteous to students.
 - c. There were too many people at times helping with registration which caused confusion; I asked to be informed

3. Roxann Gracia suggested having two separate tables for puppy and adolescent class registration on Wednesday nights. Board members agreed this was a good idea.
 4. it was agreed by board members to:
 - a. Not have an overflow class for puppy and adolescent on Wednesday nights; just open up two classes for each. The GM1 overflow for Friday night will still be scheduled.
 - b. To open up the upcoming session sign-up sheets the second week of new session instead of waiting for two weeks as previously done.
- D. BUILDING – Debbie Payton
1. Some items were brought up by Board
 - a. Call from AT&T about changing our line to digital. Debbie will check it out.
 - b. Need for new extension cord. Debbie has one she will donate.
 - c. What can be done about the fig tree mess each year. No answers.
 - d. We are still in need of some kind of air conditioning.
 - e. The board portion of the floor really needs to be fixed before someone get hurt.
- E. PUBLICITY – Carol Coawette – No Report
- F. TRAINING – Marilane Bergfelt
1. Training Staff
 - a. Assistants - Based on input from the Training Committee, the Board Approved the following:
 - Carol Coawette was approved as an assistant for Puppy.
 - Debbie Taylor was approved as an assistant in Adolescent Dog / Good Manners 1.
 - Note - It was recommended that both review the in-house assistant's training materials including the suggested internet resources to expand their working knowledge of companion dogs.
 - Donna Seaman was approved as a Provisional Assistant for Adolescent Dog / Good Manners 1. She will need to complete the in-house training session prior to working on the training floor.
 - Marilane will contact each member.
 - b. Instructors 2015 Contracts: Marilane has not received signed contracts from Lynda and Katherine Rhyno. She has communicated with them via email. Marilane asked Gerry to speak with them personally and see if they are interested in teaching this year.
 - c. In-House Training Stretching with Carol: Marilane sent out email to training staff to communicate with Carol directly regarding 'stretching' session.
 - d. Committee Meetings: Marilane sent a 'Save the Dates' email to all training staff regarding these meetings.
 - Training Committee Meeting scheduled for April 8 at 6:30pm (between Session 3 & 4).
 - Final committee meeting of 2015 scheduled for September 2 at 6:30pm (between Session 5 & 6). This meeting would set classes in early 2016.
 - e. Instructor's Contracts & Job Description: Linda Wargo agreed to help create a job description / outline for instructors, plus adjust the club's current contract to better reflect the new working relationship with outside instructors.
 2. Training Classes
 - a. Classes in 2015 –
 - Session 2 – Rally will be 5-weeks due to sport related activities on one day. Marilane asked Mary to make note that the building will be 'open' in the Office Desk Calendar & let Vange know.

- Laura set the dates of Session 2 Agility; Marilane noted those dates on the Office Desk Calendar.
 - Session 3 shows GM2 on Thursday night but currently no instructor scheduled.
 - Session 4-7 are still draft form. Marilane asked the board set time aside at the April meeting to review scheduling options.
 - b. AKC Reference Materials: Marilane asked Linda L. to communicate with Marlene regarding what reference materials would be the most helpful for intermediate and advanced classes.
 - c. "Separating a Dog Fight": Marilane sent digital file of San Francisco SPCA's handout to all club training staff and placed camera-ready in office binder.
 - d. New Class Ideas / Outreach:
 - 'Wag & Tone' (suggested by Linda W.) focuses on stretching / exercise with dogs & handlers together. Marilane spoke with Judy Gamet, who has a similar class, but she is not interested in teaching this format. Board suggested Marilane learn more about Judy's current class.
 - Marcia Barkley is still hoping to offer Senior Dog Fitness workshop and classes later this year.
 - Marilane has emailed current club instructors to see if they have an interest in teaching a workshop or non-standard class in 2015.
 - Linda W. and Marilane will try to locate past obedience & rally trial catalogs to see if there are participants (within driving distance of Napa) who might be interested in Musical Rally Challenge or other freestyle classes.
3. Other Reports
- a. Follow Up to Guest Speaker – Members still interested in club hosting an event with Chiropractor – Dr. K. Sandy to contact him again.
 - b. New Instructor Search
 - Marilane spoke with Linda Chwistek regarding Nose Works. She is currently not available to teach at our club, but maybe in the future.
 - Kim Leslie, private trainer, could be interested in teaching standard and non-standard classes. She has formal obedience titles, teaches entry thru competition obedience classes is a certified trainer via Animal Behavioral College, is a member of national dog training organizations, and a strong background in therapy and service dog training. Marilane will speak with Kim before the next board meeting.
 - Linda W. offered to do an internet search for materials / samples of job descriptions, interview questions, etc.
 - c. NVDTC BUILDING - Sue offered to be the 'NVDTC Building Use Coordinator' and help handle rental agreement packages. Other details need to be worked out, like:
 - Create guidelines for reservations, cancellations, payment, etc.
 - Create check list of items used in club that would accompany the rental agreement package. Linda L. will start and then forward to Sue and Marilane.
 - Consider ways for club members to rent the building for personal training time. Pat Martin has provided an outline.
 - Consider ways for other pet related groups / activities to use the building.
- V. NEWSLETTER/WEBSITE – Sue Osborn
- A. The March April newsletter was late going to the printer. It was sent today [Monday March 2] with a note to read the minutes for approval by going to link to website.
- VI. HOSPITALITY
- A. Thanks to Sandy for our goodies this evening.
 - B. Volunteer for next month is Linda Wargo
- VII. AOCNC – Sue Osborn, Gerry Glantz

VIII. OLD BUSINESS

- A. 2015 Awards Dinner – February 21 – good time had by all. Lori and Karen Jackson not able to attend and we have a small gift for them and will give them to Lori at the General Meeting.
- B. 2015 VST Test – March 7-8 –Linda Wargo
Coming up this coming weekend. Entries are full and everything is ready.
- C. 2015 Obedience/Rally Trials – Linda Luchsinger – Everything is going fine. Waiting for Premium List to come out.
- D. 2015 Agility Trial – August 15-16
 - 1. Gerry presented a proposal by Lori Jackson to make our trial a 3 day event. She presented a proposed budget. After discussion the Board decided to recommend to General membership that we stick to two days.
- E. Sylvia Bishop Seminar- April 10, 11 and 12 - All working slots are full but a few audit slot still available
- F. NVDTC Building Issues
 - 1. Need someone to act as Coordinator for usage of building. Sue Osborn volunteered. Linda will help to edit our Guidelines for RSVP's and Cancellations and edit our forms to reflect use of equipment and cost of its' use.
- G. Search for New Trainers
 - 1. The application from Donna Seaman to be an assistant was discussed. M/S/C to approve for ADO and GM.
 - 2. Marilane reported that Linda Chetwick (Noseworks trainer) not interested in teach right now.
 - 3. Marilane also mentioned Kim Leslie and said she may be interested and she will continue to pursue the matter.
- H. Requests for Building Usage
 - 1. The request submitted by Pat Martin to allow students or club members to come in and use the building for training etc. was discussed. Everyone is in favor, but there are many details that need to be worked out. Will proceed with that project.

IX. NEW BUSINESS

- A. There is still interest in the idea of a workshop with the chiropractor who visited us recently. Sandy will continue working on this project.
- B. The CPR and First Aid for Dogs workshop proposed by Vange Leonis is still in the works and she will need some help.

- X. Meeting adjourned at 9:25 pm.

Respectfully Submitted,

Gerry Glantz, Acting Secretary

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
3/9/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:37 p.m.
 - B. Board members present: Marilane Bergfelt, Sandy Bonifield, Gerry Glantz, Linda Luchsinger, Sue Osborn, Debbie Payton, and Linda Wargo. Absent: Carol Coawette

- II. MINUTES, Marilane Bergfelt
M/S/C to accept minutes from the February 9, 2015 general meeting as published.

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,838.02
 - B. Savings: \$5,361.23
 - C. Checking: \$7,040.75
 - D. Rent, trainer's fees, PG&E, reproductions, etc. are paid.

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
 - 1. Building, Rent Increase. President reviewed the new lease and outcome of February 14, 2015 Special Board meeting: a monthly increase to \$6,633.00 starting May 1, 2015. M/S/C to accept the new lease and rent increase.
 - 2. Raising Funds to cover higher rent. Discussion included potential increase in class fees, adapting class fee reductions and other options. Membership approved raising all class fees by \$10 starting Session 4, 2015. M/S/C
 - 3. Committees to bring in more income:
 - a. Fun Match / Show-n-Go at the clubhouse. Co-Chairs: Sandy Bonifield and Mary Ash with help from Joy Wood and Allysa Munoz.
 - b. Renting building on hourly basis for personal training use. Pat Martin has provided ideas in writing; Donna Seaman offered to help; and Linda Wargo will act as Board Liaison. Linda Luchsinger requested the current rental be reviewed carefully for this expanded use.
 - c. Community Awareness: Open House and Newspaper article(s) to help promote the club. Ideas will be passed onto Carol Coawette, Publicity.
 - 4. If members have other suggestions on training class size and scheduling, please send them to Marilane by April's Board meeting. All other ideas / suggestions should be directed to Gerry.

 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo
Current membership count is 49 members.

 - C. OFFICE, Sue Osborn
 - 1. Thank you to all those who volunteered to help with registration for session 2: Deassa Binstock, Marlene Soldavini, Judy Conley, Sandy Bonifield, Roxann Gracia, Linda Wargo, Mary Ash, Donna Seaman, and De Brilz.
 - 2. Thank you to office staff volunteers who came in during the week off (above and beyond their regular office volunteer work): Linda Wargo, Carol Coawette, Roxann Gracia, and Margretha Lane. It is very refreshing to see newer members volunteering!

3. Sue will check with training assistants for Session 3 registrations before filling in with additional volunteers.
- D. BUILDING, Debbie Payton
1. E-Waste removed.
 2. Extension cord and adapter for our new sound system donated by Debbie Payton. Thank you Deb!
- E. PUBLICITY, Carol Coawette - absent
No report.
- F. TRAINING, Marilane Bergfelt
1. Session 2 ongoing; Session 3 starts mid-April.
 2. Approved Instructors and Assistants lists have been recently updated and are posted in the clubhouse office.
 3. Toys cleaned by Sandy Bonifield and extra bait bags cleaned by Marilane.
 4. Training Committee meetings are scheduled. Next one is planned for April 8, 2015 to set class schedule for the remainder of this year.
- V. NEWSLETTER / WEBSITE, Sue Osborn
1. Deadline is always the 20th of each month be it the postcard or newsletter.
 2. Articles can be sent to Sue Osborn via email shown on back of newsletter.
- VI. AOCNC, Mary Ash, Sue Osborn and Gerry Glantz
Next meeting scheduled April 4th. Next event is July 18, 2015 at Cal State Hayward and our club usually mans a ring. Committee will update club at next general meeting.
- VII. OLD BUSINESS
- A. Awards Dinner, Linda Luchsinger
1. Very nice evening with friends. Highlight was celebrating member's successes in 2014. Board gift for: Lori and Karen Jackson; Special Thank You certificate and gift to Marlene Soldavini for her efforts to support the classes without pay. Thank you to committee who pulled this nice evening together.
- B. 2015 VST Tracking Test, Linda Kennard
1. Everyone had a great time and event ran smoothly. 6 entries and 6 tracks but no one passed (but a few came close). Judges waived their fees; net profit was \$425.00. Congrats to Linda K and her hardworking committee!
- C. 2015 Obedience/Rally Trial on June 20th, Linda Luchsinger
1. Committee met and things are falling into place. Debi Best has the premium information and we are now waiting on Debi.
 2. Reminder: Raffle prizes are needed.
- D. 2015 Agility Trial, Lori Jackson
1. Event is planned for August 15 & 16, 2015. Gerry shared information and potential cost / income for a 3-day trial compiled by Lori. Proposed additional day (Friday) would be for March Class levels only. Discussion followed and membership agreed to keep the 2015 trial as a 2-day event.
 2. Sue Osborn volunteered to run the Raffle.
 3. Committee is still looking for a 2nd Chief Ring Steward and Hospitality.
- E. Silvia Bishop Seminar, Linda Luchsinger
1. Committee was notified of sudden family health issue that might postpone or cancel our event planned for April 10, 11 & 12, 2015. Linda L. will stay connected and keep membership updated.
- F. Building Usage – see President's Report

G. New Trainer Search, Marilane Bergfelt

Marilane has spoken to a few outside instructors about teaching specialty classes or entry / intermediate classes. She is looking for more personal contacts and people who might be able to help expand our club's current schedule. If you have recommendations, please communicate with Marilane.

VIII. NEW BUSINESS

- A. M/S/C to accept Donna Seaman as Club Secretary for the remainder of 2015. Thank you Donna for volunteering.
- B. Bel Aire Elementary School requested a donation of 'one session of dog training classes' as part of their April 26, 2015 Raffle. M/S/C
- C. McPherson Elementary School asked for support on their first 'Mutt Strut' day planned for May 23, 2015 at their campus. Sandy Bonifield, Mary Ash and Marlene Soldavini will chair. M/S/C
- D. 2016 VST Committee will be chaired by Linda Wargo. It is planned for the first weekend in March. M/S/C

E. HOSPITALITY

1. Thank you to Marlene Soldavini, Bobbie Honsvick and Anita Boyce for another night of yummy treats.
2. Linda Wargo volunteered to bring refreshments at the April General Meeting.

F. BRAGS

1. Good News from Linda Kennard, Christy Rose, Linda Luchsinger and Mary Ash. Congrats to all our members currently completing with their dogs.

IX. MEETING ADJOURNED at 8:10 p.m.

Respectively submitted by Marilane Bergfelt

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
4/6/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:43 p.m.
 - B. Board members present: Marilane Bergfelt, Carol Coawette, Gerry Glantz, Linda Luchsinger, Sue Osborn, Sandy Bonifield, and Linda Wargo. Absent: Debbie Payton

- II. MINUTES
 - Will be approved at next meeting.

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,838.02
 - B. Savings: \$5,361.56
 - C. Checking: \$5,319.64 After April rent paid
 - D. Comments/Issues: Paige Sherwood wants \$100 refund for Ado class due to family problems. It was M/S/C

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
 - No Report
 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo – No Report
 - C. OFFICE, Sue Osborn
 - 1. Sue updated class application form for use in Session Four..
 - 2. Future events: We will take the sign up books to events rather than just forms.
 - 3. We discussed ideas for methods of payment for sign ups
 - D. BUILDING, Debbie Payton
 - No Report
 - E. PUBLICITY, Carol Coawette
 - No Report
 - F. TRAINING, Marilane Bergfelt
 - 1. Discussed investing in 2-3 standing fans up to \$150 total cost. Gerry will research & let Marilane know. It was M/S/C.
 - 2. Deanna Brilz was approved to assist puppy & Ado/GM1-final decision left to training committee (M/S/C)
 - 3. Discussion about bringing back Linda & Catherine.
 - 4. Kim Leslie was approved as a new trainer by board M/S/C
 - 5. Marilane shared review of other club structures & pricing.

- V. NEWSLETTER/WEBSITE, Sue Osborn
 - It was M/S/C that the newsletter and postcard will now be only digital

- VI. AOCNC, Sue Osborn, Gerry Glantz
 - A. AOCNC – July 26 – planned for Hayward Cal State. Summer workshop we will be sponsoring/manning a ring.

- VII. OLD BUSINESS
 - A. VST Tracking Test-2016, Linda Wargo is trial chair
 - B. Awards Dinner-2016
 - C. 2015 Obedience/Rally Trial, June 20, 2015
 - 1. Premium list should be out any day.

2. Gerry will act on Linda's behalf while she is away
 - D. 2015 Agility Trial – No Report
 - E. Silvia Bishop Seminar (held in conjunction with Oakland DTC), April 10, 11, 12, 2015 (9-5)— Scheduled participants= Friday-40; Sat-74; Sun-63. Over \$12,000
 - F. NVDTTC Building Issues – Discussion about offer from neighbors to take over some of our space and presenting to the membership. Board looked at proposed space changes and came up with counter-offer proposal. Marilane will contact them.
- VIII. NEW BUSINESS
- Sandy requested an Obedience/Rally workshop on 6/13. It was M/S/C
- IX. LAPS requested to rent the buiding 6/27. It was M/S/C
- X. Sandy will call Chiropractor, Austin Komereck, to get his dates.
- XI. Discussed members use of building – Linda Wargo reported on preliminary costs & plan.
- XII. MEETING ADJOURNED at approximately 9:30 p.m.

Respectively submitted by Carol Coawette

UNAPPROVED

**Napa Valley Dog Training Club
General Meeting
April 13, 2015**

- I. President called meeting to order @ 6:33pm
- II. Minutes: Minutes were not available at the meeting but were distributed on the website for review. No corrections to the minutes. Motion and second to accept the minutes. Passed
- III. Treasurers Report: Checking \$3,573.02; Savings 5,361.56; CD 11,838.02. One outstanding bill was \$1531 for ½ of the deposit for the Petaluma fairgrounds for the Agility Trial
- IV. Board Reports:
 - A. President: none
 - B. Vice-president: Two new members, Ricia Martin and Frances Anamosa. Both were accepted by membership vote
 - C. Office: Thank you from Sue for all that helped during the week off. (Margretha, Linda W, and Colette. All help is set for the registration week.
 - D. Building: Nothing
 - E. Publicity: Sep 1 is the Dog Bar @ Bardessono. Part of the proceeds goes to Napa Humane.
 - F. Training: Sample Class and some of the other classes are being moved
Stretch class for members April 26th at 12 noon.
Two new assistants have been approved and they just need to do in house training.
Fans are needed for the training classes to circulate and cool the building for summer.
- V. Newsletter/Website: April 20 is the deadline for submittals
The newsletter is now going totally digital. The newsletter will no longer be mailed to members.
- VI. AOCNC: Quarterly meeting was last weekend to plan the events for the coming year which includes the annual seminars and summer workshop.
- VII. Hospitality: Thank you to Linda Wargo for refreshments.
Rita and Pat Martin are schedule to bring refreshments to the May meeting
- VIII. Old Business:
 - A. 2016 VST test is scheduled for the first weekend in March and is waiting on a Judge.
 - B. 2015 Obedience/Rally Trial June 20. Debbie Best finishing up trial list and is the trial secretary. There is a need for help for the raffle to get the baskets together.
 - C. 2015 Agility Trial is Aug 15, 16. It will be in Petaluma. It is on the AKC website and the trial is in need of another ring steward.
 - D. Sylvia Bishop Seminar Apr 10-12. Linda L. Linda W, Pat White and Sandy B were working 10 hr days. Pat described the bonding that took place with her dog from attending the seminar.
 - E. Search for New Trainers: Need of new trainers. Marilane is looking for trainers
 - F. Bldg: Options for the building is to cut the building in half; Next door neighbor wants to rent our half of the building; The neighbor came to the meeting to talk to the group to express his needs. He is looking to gain ~ ½ of our current space.
The members discussed concerns and requested that we move closer to the beam to get a bigger square footage than the 82 x 38 footprint. (38' or 43')

UNAPPROVED

**Napa Valley Dog Training Club
General Meeting
April 13, 2015**

The club is looking at a \$3300 / mo savings by implementing this reduction in footprint. Rally was asked about their square footage needs be met. Asked about bldg. permits needed?; May need to take two weeks to do the construction which means the classes will need to be shut down during that time or may need to move outside.

Motion to move ahead w/ the building square footage reduction and redo the lease w/ second. 28 ayes and 4 abstains.

Committee is formed with Marilane, Nick, Linda Wargo, Debbie Paton

- G. Building Usage Coordinator: Creating paperwork to sign up to use the building for group building rental
- H. Dog bar Sep 1: Laps on Apr 7
- I. McPherson Elem School Dog Daze May 23: decided not to do it. Motion to not do w/ second, passed
- IX. New Business: Austin Chiropractic is making sessions available for \$55 for ½ hr. First session is May 9. Sign up sheet to be put on Board in Building.

For members to use the building there is an interactive calendar. The use is based on a 13 hr day. We need to purchase a key drop box for the users of the bulding. Pat Martin will coordinate the building use.

X. Brags

Linda Wargo

Lori Jackson

XI. Adjourn @ 8:04 pm.

Respectfully submitted

Donna Seaman

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
Board Meeting Minutes

May 4, 2015

I. CALL TO ORDER

- A. Gerry Glantz, President, called the meeting to order at 6:55 PM.
- B. Board members present: Marilane Bergfelt, Sandy Bonifield, Carol Coawette, Donna Seaman, Gerry Glantz, Sue Osborn, Debbie Payton, and Linda Wargo. Absent: Linda Luchsinger. Pat Martin and Risha Martin, from the general membership, also attended.

II. MINUTES – Secretary

- A. March 2, 2015 Minutes – motion by Linda W. 2nd by Carol C. – MSC
- B. April 6, 2015 Minutes – motion by Sandy B. 2nd by Sue O. – MSC with one change to add Donna Seaman as being absent.

III. TREASURER'S REPORT

- A. CD: \$ 11840.94
- B. Savings: \$5361.56
- C. Checking: \$9062.05
- D. Comments/Issues: Rent paid at old rate so there will be more due. Paid \$5.50 gas & \$72.52 electricity

IV. BOARD REPORTS

- A. President's Report – Gerry Glantz
 - 1. NVDTTC Building Issues
 - a. Renovation of current building- Landlord appears to be not willing to pay for any improvements. Current cost for rent is ~\$.88 / ft² plus utilities. Improvements appear to be estimated at \$5K - \$8K. Current site will go down to <2000 sq ft.

- b. New site – New location is approx. 5 mi from current location. Presentation to be put to membership at May 11th meeting w/ a cost vs cost model. Training space ~2600 sq ft. Total space ~4900 sq ft. May be able to run two classes at once. More information will be coming for the meeting.
- c. Discussion on Newsletter being all digital. Board decided to keep it digital and discuss it later to possibly accommodate people who don't have a computer.

B. Vice-President's Report – Linda W. - Nothing

C. Office – Sue Osborn – Training app has one fix and the corrected version will be made available for next session. Fees were approved and will be increased for session 4. The “Class Fees Discounts Voucher Allowances” sheets were updated by Sue Osborn, and approved by 5 out of 9 board members via email. Discussed having combined classes for orientation. The classes and times for orientation will be posted.

D. Building – Debbie Payton – No news on our building. One canopy needs to be fixed or replace canopy part for ~ \$80.

E. Publicity – Carol Coawette – With possible move or work on building Board decided not to publish an ad for 4th session.

Dog Walk scheduled for Aug 1st @ Vets Park

Dog Bar Sep 1st

F. Training – Marilane Bergfelt – Lynda Rhyno is approved to teach GM1, Puppy, Ado (Motion by Donna, second) —MSC. Katherine Rhyno is approved to teach Puppy, Ado, GM1 (motion by Debbie P, second by Linda W.) –MSC.

Vange has offered to teach Puppy & Ado. (motion to have her team teach these classes before certifying to teach alone, motion by Linda W, second by Debbie P) – MSC.

Training meeting was Apr 8.

In house training was completed for Donna, Kim Leslie, and Deanna.

V. NEWSLETTER/WEBSITE – Sue Osborn - Went out Apr 27th digitally

VI. AOCNC – Sue Osborn, Gerry Glantz – Flyers are out. To be held July 26th in Hayward. Sep 20 the Seminar will be held at NVDTC (MSC to use building, motion by Donna, second by Linda passed)

VII. HOSPITALITY

Volunteer for next meeting: Sandy

VIII. OLD BUSINESS

A. 2015 Obedience/Rally Trials – June 20 – Linda Luchsinger

Premium at printer. Sue Osborn to email membership for help at trials.

B. 2015 Agility Trial – August 15 & 16 – Lori Jackson – no news

C. Sylvia Bishop Seminar (with Oakland) – Problem w/ Sylvia staying longer than approved. She was approved Thur-Sat but she came in Wed and left Tues. Oakland dog club ~~is~~ will reimburse NVDTC for \$2528.02.

D. Search for New Trainers

Pat White will be asked to teach ~ session 5. There are scheduling issues for having her start session 4.

IX. NEW BUSINESS

A. Sara DeCrel, Paws for Healing, request for use of building on June 20th for summer picnic. Contact Judy to see if she will give a demo of dog dancing.

B. Refund requests for Bernadette Wilson and Christy Bohlen for Tuesday Ado class. (Motion by Linda, second by Debbie to approve the refunds) Total \$315

X. ADJOURNMENT

9:15 pm

Next meeting June 1st

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
5/11/2015

- I. CALL TO ORDER
 - A. Gerry Glantz, President, called general meeting to order at 6:35 p.m.
 - B. Board members present: Marilane Bergfelt, Sandy Bonifield, Carol Coawette, Gerry Glantz, Sue Osborn, Debbie Payton, and Linda Wargo. Absent: Linda Luchsinger and Donna Seaman.

- II. MINUTES, Donna Seaman
 - A. M/S/C to amend the March 9, 2015 general minutes to state the motion to increase class fees by \$10 was to have also included discounts being reduced by \$5 (IV-A-2).
 - B. M/S/C to accept the April 13, 2015 general minutes with the following change: Include Roxann Gracia's name as helping out during week off (IV-C).

- III. TREASURER'S REPORT, Sandy Bonifield
 - A. CD: \$11,840.94
 - B. Savings: \$5,361.56
 - C. Checking: \$10,609.00
 - D. NVDTTC was charged the old rent for month of May (\$5,125.00) plus utilities (instead of the new rent of \$6,600 effective May 1).

- IV. BOARD REPORTS
 - A. PRESIDENT, Gerry Glantz
 - Building Status Report:
 - 1. Board recently looked at a possible building located by the airport to move into, which was very promising and hopeful but did not work out due to the discovery dog clubs are not allowed in the county (Because NVDTTC is grandfathered in, current location is allowed). Pat Martin has been speaking to county officials and supervisors regarding this. A suggestion was made to ask county officials and supervisors to respond in writing. Petitioning for a variance could be very costly and time-consuming.
 - 2. NVDTTC has signed a 2-year lease and is working with property management to amend it for space being taken over by SC Fabrication.
 - 3. Marilane Bergfelt has been working hard and diligently to obtain bids and organizing work to be done for the downsizing of the club's space. Marilane passed out a handout to members to go over phases of construction, club cleaning/organization and club improvements. This handout is available to members on request. A sign-up sheet was passed around for members to volunteer for different aspects of each phase.
 - 4. M/S/C to authorize board to spend up to a maximum of \$8,500 to carry out phase 1 as shown on the handout. Vote: 27 in favor, 5 opposed, and 2 abstentions.
 - B. VICE-PRESIDENT (MEMBERSHIP), Linda Wargo
 - 1. There were three guests tonight at our meeting tonight, all potential new members!
 - 2. M/S/C to accept Brandon Sivonxay as a new member. Brandon has a 7-month-old Dogo Argentino named Tucker.
 - C. OFFICE, Sue Osborn

1. Thank you to office workers: Linda Wargo, Carol Coawette, Roxann Gracia, and Margretha Lane.
 2. Thank you to members who volunteered to help during registration week: Marlene Soldavini, Mellene Miller, Sandy Bonifield, Maria Giaccio, Cheryl Meyer, Carol Coawette, Marcie Neller, Deassa Binstock, and De Brilz.
 3. With session four, two office positions will be open (Monday and Wednesday nights). Sue went over office duties and asked if anyone was interested to let her know.
- D. BUILDING, Debbie Payton — No Report
- E. PUBLICITY, Carol Coawette
1. Napa Humane invited Napa Valley DTC to participate in their August 2nd Walk for Animals event. Four members volunteered to be present to PR the club: Marlene Soldavini, Vange Leonis, Sandy Bonifield, and Carol Coawette.
 2. Napa Valley DTC will be hosting the Dog Bar event at Bardessono in Yountville on September 1. The following members volunteered to attend to PR the club: Vange Leonis, and Christina Martin.
 3. Carol encouraged members to take rack cards to their vets and groomers.
- F. TRAINING, Marilane Bergfelt
1. Kim Leslie, Donna Seaman, and De Brilz have completed in-house training and each will start as a provisional in session 4.
 2. Marilane related a recent incident about a dog chew being left in a crate and nearly choking a dog. She asked everyone to be vigilant of items being left in crates. She also recommended students bring their own bedding and water.
- V. NEWSLETTER/WEBSITE, Sue Osborn
- A. Deadline for the next meeting announcement is May 20 for any items to be included on a digital announcement for the June general meeting. This announcement is in place of mailed postcards.
 - B. Suggestion from membership is to have an option for members who want a hard copy newsletter to pay for it (possibly on an annual basis). This will be brought up at Board.
- VI. AOCNC
- A. Entries for the AOCNC Summer Workshop are out. Entry flyers are at the clubhouse. They are to be mailed directly to Noelle Pilat, as indicated on the entry flyer.
 - B. AOCNC Seminar may not be held at the NVDTTC clubhouse, as originally planned. The seminar may be held at a more centrally located venue instead.
- VII. HOSPITALITY
- A. Thank you to Pat Martin and Risha Martin for tonight's goodies.
 - B. Christina Martin and Gerry Glantz volunteered for June's general meeting.
- VIII. OLD BUSINESS
- A. 2015 Obedience and Rally Trial, Linda Luchsinger – June 20, 2015
 1. Joy Wood has posted a sign-up sheet for food donations.
 2. Premium is out and is on the NVDTTC website.
 3. Premium did not note lunch is to be complimentary.

4. PSI Contract being sent by Lea Ronald, she will work directly with Linda Luchsinger on this.
 5. Raffle items needed. Let Sue know when dropped off since she is storing them during construction.
 6. Mary Ash has all her rally stewards. Linda Wargo needs stewards.
 7. Trial hours: Morning trial is 6 AM to 12 PM. Afternoon trial is 12:30 PM to 6 PM. More definitive information on exact times for volunteers to arrive will be available later.
 8. Sandy Bonifield passed around sign-up sheets for trophy donations.
 9. Friday night help is needed for set up and moving equipment. Need 4 or 5 pick-up trucks to haul equipment.
- B. 2015 Agility Trial, August 15 & 16 —Lori Jackson
1. First deposit has been paid. Next one is due July 11, 2015.
 2. Lori reported stewards and hospitality has been taken care of.
 3. Timing of obtaining insurance writer is a concern; Lori will work directly with Linda Luchsinger on this.
- C. Silvia Bishop Seminar (held April 2015)
NVDTTC received a check for \$1,687.84 for putting on the seminar at our clubhouse with Oakland DTC.
- D. Search for New Trainers has been tabled until after construction.
- E. McPherson Elementary School Dog Daze for May 12, 2015 event has been cancelled by the school itself.
- IX. NEW BUSINESS
To let members know about items coming up at meetings, an effort will be made to send out agendas well in advance. Other ideas: Email blasts: introduction of items at a previous meeting before non-time sensitive decisions are made.
- X. BRAGS – Heather Kearns’s puppies arrived on Mother’s Day.
- XI. MEETING ADJOURNED at 8:10 p.m.

Respectively submitted for Donna Seaman by Sue Osborn

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

BOARD MEETING MINUTES

June 1, 2015

I. CALL TO ORDER

- a. Gerry Glantz, President, called the meeting to order at 6:36 pm.**
- b. Board members present: Marilane Bergfelt, Sandy Bonifield, Carol Coawette, Gerry Glantz, Sue Osborn, Debbie Payton, Linda Wargo and Linda Luchsinger.**
- c. Donna Seaman resigned as NVDTTC secretary**
- d. Linda Luchsinger will take over the position of Secretary for the remainder of 2015**

II. Minutes – there was a correction of the May 4 minutes: under new business A. Sara Decrevel/Paws for Healing requested our club do a demo at Alston Park on 6/20/15. We had to decline because our obedience trial is the same day.

Minutes were approved as corrected.

III. Treasurer's report:

- a. CD: 11840.94**
- b. Savings: 5361.56**
- c. Checking: 6814.63**
- d. A check was written to Karl Luchsinger for \$250 for 9 hours of cleaning rafters and operating the lift. This was**

approved by board members per email vote. Linda Luchsinger abstained.

- e. Liability insurance of \$600. Was paid to Equisure insurance for the 2015/16 year.**

IV. Board Reports:

- a. President – Gerry Glantz**

- b. The new lease has been signed by both NVDTTC and Sawyer Properties**
- c. It was brought to the attention of the board that a member is making derogatory comments about the club and individuals to other members and outside organizations. A letter will be written to this person to talk to the board regarding any complaints and a reminder of our “code of conduct”.**

- d. A cleaning day has been scheduled on June 6 to rehang mirrors & clean fans. Robert Osborn will take charge of this task and center the mirrors on the training floor wall. We will paint at a later date.**

- e. Discussion: Dumps trip of old mats and construction garbage. Board agreed to liquidate the 2 old floor heaters, BBQ, old dog walk, large dog pen, old tire jump and round standards. An email will be sent to the membership to see if anyone would like to purchase this equipment.**

- e. Gerry will contact Laura & Mary regarding any personal agility equipment to be removed from the building by the end of the general meeting on June 8. Space is now limited in the building.**

- V. Vice President; Linda Wargo ordered 10 pair of new feet for our baby gates @ 11.00 per set.**

- VI. Office – Sue Osborn, Sue sent out requests for sign up help for the new session beginning next week. Melene Miller and Kathryn Rhyno will be working in the office in the new session.**

- VII. Building:**
 - a. Debbie Payton, Debbie will call PSI and ask them to double mop the floors and clean the bathroom to rid the floor of the construction dust in time for new classes to start the week of June 8.**

 - b. The refrigerator needs a new cord. Debbie will call an appliance repair person to replace.**

 - c. It was MSC to give gift cards in the amount of \$100 each to Bob Hansen and Mike Bonifield for their work on the building. Cal West Electric submitted a bill for \$1185.83 which only included labor for 1 person at \$330. He did not charge for labor for himself or Mike Bonifield. The bill was paid as part of the \$8000**

**construction amount approved at the May general meeting.
Sandy Bonifield will buy the gift cards and a thank you card.**

VIII. Publicity: Carol Coawette

a. August 2 is the Walk for Animals at the Veterans Park in Napa. Vange Leonis and Marlene Soldavini will set up a booth to promote the club.

b. New colored flyers need to be printed

c. Dog Bar in Yountville is coming up in Sept.

IX. Training: Marilane Bergfelt –

a. Donna Seaman will do her probation for ADO class on Wednesdays with Marilane. Dee Brilz will do her probation for puppy class with Sandy on Wednesdays. Kim Leslie will co teach with Marilane.

b. Session 5: Adding intro to rally class in the AM with Marlene and cancelling the Sampler class.

X. Newsletter/Website: Sue Osborn – We have a small handful of members who do not have access to email. Linda will print her newsletter and make a few copies for those people who need the newsletter mailed.

XI. AOCNC – The NVDTTC is sponsor a Rally ring at the next AOCNC workshop.

**XII. Hospitality – Thank you to Sandy Bonifield for June. July will be
Linda Luchsinger**

XIII. Old Business:

- a. 2016 VST tracking test – Linda Wargo is working on judges**

- b. 2015 Obedienc trial: Premium list has been out and Sue and Linda will schedule a raffle work party to get things ready. Linda will schedule a final trial committee meeting. We need a set up for Friday June 19and take down crew for June 20.**

- c. New trainers: Pat White will be contacted to look at the building to see if it still suits her needs for an competition class.**

No New Business:

Adjourn ,

Linda Luchsinger

UNAPPROVED
GENERAL MEETING MINUTES
JUNE 8, 2015

- I. Call to order:
 - A. 6:30 by President Gerry Glantz
 - B. Board members present: Gerry Glantz, Linda Luchsinger, Marilane Bergfelt, Carol Coawette, Debi Payton, Sandy Bonifield, Linda Wargo, Sue Osborn

- II. MINUTES,
 - A. Correction of May minutes under new business #9 – remove the word NON to avoid confusion in the sentence. MSC for correction.

- III. Treasurer: As of 6/8/15
 - CD 11840.94
 - Checking 5043.51 (rent for June has been paid)
 - Savings 5361.55

- IV. Board reports:
 - A. President, Gerry Glantz
 - 1. Secretary position has been assumed by Linda Luchsinger
 - 2. Gerry introduced the new decreased space .The Building has been remodeled and cleaned and ready for use.
 - B. Vice President: Linda Wargo
 - Membership: Sara DeCrevo and Pauline applied to be new members. It was MSC to accept them.
 - C. Office: Sue Osborn:
 - 1. Office staff are Carol Coawette, Margretha Lane, Kathrine Rhyno & Melene Miller. Kathrine and Melene will be trained by Sue this week

- D. Building: Marilane Bergfelt gave a detailed report of what had been done in the remodel. (see attached report) Marilane was thanked for heading up the project and the workers who helped were also thanked.

- E. Publicity Carol Coawette – Reminder of the August 2 Walk for Animals to benefit the Humane Society. Vange, Carol, Lynda Rhyno, Marlene and Sandy will have a table set up to let people know about our club and help with minor problems. This is to be held at the Veterans Park from 7am to noon.

- F. Training: Marilane Bergfelt –
 - 1. Marilane has been in touch with 2 new trainers. One local and one from Sacramento who is an independent trainer, has her own insurance and students. ML will continue to be in contact for potential classes to be taught.

- V. Newsletter: the deadline for the next newsletter is June 20. Linda Luchsinger will make copies and mail to the few members without computers.

- VI. AOCNC –
 - A. Summer workshop is July 26 at Cal State Hayward. Entries are still open and are at the Club. Entries should be mailed to Noel Pilat. AOCNC is discussing the September Seminar.

- VII. HOSPITALITY June meeting refreshments were provided by Christina Martin and Gerry Glantz. July refreshments will be provided by Nick and Haley Warnock.

OLD BUSINESS:

- A. Obedience Trial: Linda Luchsinger – Entries are closed. We have 27 obedience entries and 11 rally entries in the AM show. We have 24 obedience entries and 9 rally entries in the PM show. We requested a few more obedience stewards and food donations. Trucks are needed to load up the equipment on Friday June 19 at 4:00pm and set up the grounds.

- B. Agility trial: We need permission from County Wide DTC to have the trial in Petaluma (venue change) before getting final approval from AKC. Mary Ash will contact Lori Jackson regarding this issue.

- C. Building Usage: Pat Martin has been working on this plan. It was tabled to next meeting when Pat can be present.

NEW BUSINESS:

- A. Vange inquired about an email database. Sue responded she is working on it.

- B. LAPS is holding a screening event open to the public for anyone wanting to see if their dog might qualify for a therapy program. This is free and will be held at our building on June 27. From 10 to 1pm

Adjourn 7:20

Napa Valley Dog Training Club Building Modifications and Expenses – Update

prepared by Marilane Bergfelt, June 2015

New Space

The club now occupies 3,747 sf, with a monthly rent of \$3,297 per month. Next rental increase will be on June 1, 2016 to 3,396 per month. Our space will continue to be known as Building N, Space N-1 at 68 Coombs Street.

Per Property Management, ground keeping should clean our concrete entry on a regular basis (they refer to this area as 'The Courtyard'); pull weeds and keep drainage clean. In addition the property owner is planning to paint the building in the next 12-18 months.

Club Construction

Work completed for May 22 through June 2, 2015.

Construction completed by licensed contractors:

- New wall installed by Schmitt Company, contracted with SC Fabrications.
- New entry door installed by Island Construction, contracted with NVDTC.
- Redesign electrical over training floor and exterior installed by Cal-West Electric, contracted with NVDTC.

Club Cleaning and Equipment Reorganization

- June Trial Equipment moved offsite on May 22.
- Materials moved and/or covered items in preparation for construction on May 22.
- Club entry signage & brochure holder, large wall bulletin board and miscellaneous banners removed and stored during construction. All reinstalled on June 6.
- Rafters, ceiling and high walls were cleaned thoroughly on May 24.
- Mirrors, fans & club banner were: Removed and stored during construction. Cleaned and re-hung on June 6.
- Shelving cleaned and moved for current use on May 22 and May 30.
- Training equipment sorted, cleaned and stored (for current or future use) from May 24 through June 6.
 - Items cleaned include: chairs, crates, dog beds, sheets, toys, tubs, jumps & jump poles, bases & stands, gutters, carpeted stairs, mats & lattice, wooden ramps / teeter, and large agility equipment.
 - In addition, weave poles were cleaned and re-taped.
- Currently used training materials placed in locations adjacent to training floor or easy to access on June 6.
- Office area, counters and clipboard cleaned on June 6.

*24 volunteers worked over 440 hours between mid-April and June 7, 2015.
Approximately 130 hours provided by members of the general membership.*

Proposed Work to Complete Helpers are welcome!

- Liquidate old / outdated items at Club General Meeting on June 8, 2015.
- Rewire refrigerator to ensure a safe connection.
- Re-tape mats as needed.
- Prep and paint new entry door.
- Install new entry awning.
- Give old rolling door a face-lift (if we can).
- Design & install new directional sign and window graphics (Sue Osborn)

Expenses to Date

(June 8, 2015)

- PAID -

Electrical Redesign: Total expense paid \$1,185.83 (for 3-full days of work)
Cost included: \$455.33 materials, \$330 one worker & \$400 rental of scissor lift *

A total of \$1,364.17 was donated in time and materials by Robert Hansen and Mike Bonifield.

* Rental of lift was outside of original electrical bid and appears as a separate line item in the May report.

Cleaning of Rafters, Ceiling and High Walls: Total expense of \$250
Carl Luchsinger, heavy equipment operator, worked for over 8 hours on May 24.

- UNPAID -

New Wall: Agreed expense of \$3,000 plus some racks.

New Entry Door: Agreed expense \$1,000 plus \$600 in trade for classes.

Entry Awning: Estimated expense of \$150.

Additional Expenses: Total Unknown

- Cleaning and construction materials – Marilane and others.
- Dump run & miscellaneous construction needs - Sue & Robert Osborn.
- Bicycle hooks & miscellaneous construction needs - Nick Warnock.

Projected cost remains between \$6,000 - \$6,500.

This low cost is due in large part by donated labor, trade of materials for labor,
and the electrical contractor renting the lift.

Napa Valley Dog Training Club

Future Projects & Committees

Phase II - Club Cleaning and Reorganization

Clean –

- Locate areas where outside dust / debris are coming into our space, and consider ways to reduce &/or block this dust / debris.
- Clean shelving and backroom areas including cobwebs and overhead areas.

Organize and Store Club Materials –

- Review current club needs and assess use of equipment for classes, trials &/or other club activities.
- Consider outside / offsite storage space if necessary.
- If offsite storage, clean and prep club items for offsite storage so they can be used easily.
- Liquidate old / outdated items that have not been used for an extended period of time. *
- Review current shelving and organize items for maximum use of space.
- Consider ways to cover shelving to reduce dust.
- Consider additional shelving as needed.

Organize Office –

- Clean out and reorganize desks. Move desks, phones, lockers, etc. as needed.
- Review office file cabinets and clean out / reorganize.
- Consider replacing fabricated equipment drawers with locking, lateral file(s).
- Consider providing new counter space adjacent to class clipboards.

* Any items that fit these conditions will first be researched for possible value & reviewed by board prior to offering to membership for sale.

Phase III - Club Improvements

Training Floor Mats –

- Confirm condition of stored floor mats and clean / prepare them for installation.
- Remove current mats and replace with stored materials.

Walls and Doors -

- Prep and paint new wall built.
- Consider cleaning / painting other interior walls.

Other -

- Redesign counter space at office entry to better address client's needs and/or easy access to bathrooms.
- Consider ways to enhance space including posters, club plaques, murals, etc.

**** Recommendation ****

Members should continue to actively research county and city issues for future relocation.

**NAPA VALLEY DOG TRAINING CLUB
BOARD MINUTES**

July 6, 2015

Unapproved

- I. **Call to Order: 6:35 Present – Gerry Glantz, Linda Wargo, Linda Luchsinger, Sandy Bonifield, Sue Osborn, Marilane Bergfelt, Carol Coawette**

- II. **Minutes: Correction – Insurance copy to be held in the office at the club. MSC**

- III. **Treasurer report:**
 - A. **CD**
 - B. **Checking**
 - C. **Savings**

- IV. **Board reports**
 - A. **Presidents report**
 1. **Budget for remodel was 6500 – 8500. So far the amount spend has been 5949.42. We are waiting for an estimate to paint the wall.**
 2. **A motion to find a space for storage of up to 125.00 per month. Linda Wargo will follow thru.**

 3. **Linda Wargo will ask a general member to take over stocking the water. The paper supplies are purchased by the building board member.**

 - 4, **PSI contract change was approved for signing. We agreed to continue selling cookies for PSI but checks/cash needs to go directly to PSI.**
 5. **A list will be put up for anyone noticing any building problems. Bathroom faucet needs to be fully pushed down to turn off completely. Occasional leaky toilet.**

 6. **Discussion re leaving class fees the same until year end and finances can be re examined.**
 - B. **Mary Ash will not be teaching Rally for session 5. Marlene will teach the classes for any students who wish to continue Rally. She will set up courses and help them thru the course.**

- V. **Vice President: Linda Wargo – Judy Gamet’s class for drill team will give a demonstration at the August meeting**

- VI. Office – Sue Osborn – Fee discounts and voucher sheets have been approved by the board.
- VII. Building: Deb Payton – Vouchers will be given out to workers who helped during the remodel. Based on a \$10. Voucher for every 4 hours worked. These will be presented at the general meeting.
- VIII. Publicity – Carol Coawette – Walk for animals on August 2. Vange, Sandy, Carol and Marlene will set up a booth and provide the public with information about our club. Flyers will be given out in the packets given to each participant from the Humane Society
- IX. Training – See Marilane’s report
- X. Newsletter: The deadline is July 20 for the postcard Sue will be sending out.
- XI. Hospitality – July – Linda Luchsinger August Linda Wargo
- XII. AOCNC – Gerry Glantz – Summer workshop is on July 26. Deadline to enter is July 11. NVDTTC will Sponsor a novice ring.

- XIII. Old Business
 - A. 2015 Obedience trial has a 16.85 profit so far. A bill from Debi Best was submitted and the raffle money of 275.00 needs to be deposited.
 - B. Agility Trial – Bills paid to date are \$3375.00 Lori Jackson put a list of items needed on the bulletin board.
 - C. Pet First Aid Workshop – Vange Leonis – Recommended a fee of \$50.00 to cover the cost of the building and instructor. Sue will make up a flyer for this event on Nov. 7, 2015. MSC to approve
 - D. Building use: MSC to allow the Mini Schnauzer club to use the building on Aug 16.
- XIV. New Business:
 - A. Dog Bar – no report
 - B. Updating vaccination policy – Agreed to follow state law regarding rabies vaccine. DHPP and other vaccines titers will be accepted. Sue will update the policies and procedures.
 - C. Nominating committee will be addressed at the general meeting for 2016.

Adjourned 9:15

Submitted by
Linda Luchsinger

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**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
July 13, 2015**

- I. **Call to order at 6:30 – Board members present, Linda Wargo, Linda Luchsinger, Gerry Glantz, Sandy Bonifield, Sue Osborn, Debbie Payton, Carol Coawette.**

- II. **Minutes: MSC approved as published in newsletter**

- III. **Treasurer's report:**
 - a. **CD: \$11840.94**
 - b. **Savings: 5361.96**
 - c. **Checking: 6419.10**

- IV. **Board Reports:**
 - a. **President's report – Gerry Glantz**
 1. **All outstanding bills for the remodel have been paid. \$ spent to date is \$5949.42. We are waiting for the estimate to paint the wall. Issue will be brought back to the general membership for approval. There was praise for our project manager, Marilane Bergfelt who spent many hours coordinating this project.**
 2. **Volunteers needed to find places to store equipment & paint the wall.**
 3. **Need a volunteer to restock water. Marlene Soldavini and Anita Boyce volunteered.**
 - b. **Vice President: Linda Wargo**
 1. **Membership – no new members tonight**
 2. **At the August meeting the NVDTC Drill Team with Judy Gamet will put on a demo before the meeting @ 6:30.**

c. Office – Sue Osborn –

- 1. Registration volunteers needed for session 5. Sue sent around a signup sheet. Plus emailing the members.**

d. Building – Debbie Payton

- 1. Purchase of toilet paper, paper towels and supplies are part of the building persons description.**
- 2. Old standards that were broken were trashed. The usable ones were stacked on the shelving leaving a few on the floor for trainers to use.**

e. Publicity – Carol Coawette

- 1. On August 2, Carol, Sandy, and Vange will man a booth at the Walk for Animals.**
- 2. The refrigerator was rewired, an awning over our front door was ordered. Nick Warnock will help install.**
- 3. The window art for the roll up door windows was shown to the membership by Sue.**

f. Training: Marilane Bergfelt report:

- 1. Session 5 begins the week of July 20, 2015. All classes are filled. Session 6 & 7 are almost finalized.**
- 2. De Brilz and Donna Seaman were approved as class assistants. Kim Leslie co- taught with Marilane and will continue to do so.**
- 3. Donna Golemon was approved as a trainer for multiple classes.**

V. Newsletter – July 20 is the deadline for the postcard.

VI. AOCNC – Entries closed for the summer workshop at Cal State Hayward on 7/26. Mary needs workers to help man the ring. Susan Johnson volunteered.

VII. Hospitality: Snacks for our July meeting were provided by Nick and Haley Warnock. August: Deessa Binstock.

VIII. Old Business

- 1. Obedience Trial – Per Treasurer report we are at a loss of (666.51) plus a deposit of 275.00 from the raffle for a net loss of (391.51)**
- 2. Agility Trial – Lori Jackson asked for Set Up help on Friday August 14 at 11 am for loading equipment from the club. Also at 1 p.m. at the Petaluma fairgrounds. Plus workers for the day of trial and returning equipment back to the club on August 16. A sign up sheet was sent around for drinks and workers. A jump purchased by Lori Jackson was presented to the membership as a donation to a raffle that everyone could purchase tickets for.**
- 3. Building Use Coordinator – Sue Osborn**
 - a. The Miniature Schnauzer Club was approved to rent the building on Sunday 8/16.**
 - b. The Canine Guardians requested to rent the building of several occasions, but no date has been given yet. Agreed at the non profit rate of \$40.**
 - c. Dog Bar: NVDTC will participate on Sept 1 at this event benefiting the Napa Humane Society.**

IX. New Business:

- a. Storage space has been rented for Obedience Trial equipment and other items too big to fit into the building. Sandy paid 2 months rent in advance to Southgate Mini Storage. She would like to pay 6 months at a time. (approved). Approval was requested to rent their truck for 1 day @ 29.95 plus mileage to move the equipment. It was MSC with one Nay vote.**

- b. Nominating Committee: The by-laws state to set up a committee by August to pick members to serve on the Board of Directors for 2016. Laura Ecklin volunteered to chair this committee.**
- c. Tracking Update – VST test – Judges are contracted for the March 2016 event.**
- d. Brags; Lori Jackson, Stefanie Meinhardt, Mary Ash and Susan Johnson shared their brags.**

Meeting Adjourned

**Respectfully,
Linda Luchsinger, Secretary**

**NAPA VALLEY DOG TRAINING CLUB
BOARD MINUTES
AUGUST 3, 2015**

- I. **Call to order: 6:40 by Vice-President Linda Wargo. Board members present – Linda Wargo, Linda Luchsinger, Marilane Bergfelt, Sue Osborn, Sandy Bonifield, Carol Coawette, Debbie Payton. Absent Gerry Glantz**

- II. **Minutes – Approved with corrections regarding bank balances and training info.**

- III. **Treasurer’s report” Sandy Bonifield**
 - A. **CD – 11843.89**
 - B. **Checking – 5820.96**
 - C. **Savings – 5361.96**

- IV. **Board Reports**
 - A. **Gerry Glantz fell and couldn’t make the meeting. She will try to be at the General meeting.**
 - B. **Membership – No report**
 - C. **Office – Sue Osborn –**
 - D. **1. Signups went fine. A discussion about keeping the signup book up to date for future sessions. Being more specific in signups regarding am & pm classes.**
 - E. **Publicity – Carol Coawette – The Walk for Animals went well. It was suggested that if we are invited next year we add a packet for the raffle. Leash, bait bag & class x 2. The PR box needs to be updated with current materials. Thank you to Carol, Lynda Rhyno, Vange Leonis, Christina Martin and Sandy Bonifield.**
 - F. **Dog Bar to be held on Sept 1 5 to 7 pm. We need workers to represent the club.**
 - G. **Training – Marilane Bergfelt –**
 - 1. **A training committee has been scheduled for Sept 2 at 6:30 pm. The goal is to set sessions 1-3, 2016 plus address additional issues as needed.**
 - 2. **Donna Seaman completed provisional in Session 4. She was approved as assistant for Ado and GMI. De Brilz was approved as a puppy assistant. She is now provisional for ADO and gmi**
 - 3. **Most instructors have been invited to meet on Sunday, August 9 to review Puppy, adodog and GM1 lesson plans and how to adapt the classes to the smaller training space.**
 - 4. **Laura Ecklin will no longer teach agility in the new space. Mary Ash will not be teaching Rally thru 2015. Kim Leslie is working with Sandy & Marlene**

during daytime classes and has co taught puppy, ado, gm1 & gm2 per board requirement. Donna Goleman is co teaching with Marilane on Wed night puppy class. She will also co teach entry level classes per board requirement. 2 new classes are scheduled for session 7. Delightful Distractions with Kim Leslie and Tricks & Games for the Holidays with Vange Leonis. MSC to approve these new classes.

5. Approved a student Mary Sue Frediani to only pay for 4 weeks of puppy class due to a misunderstanding about vaccinations.
 6. Pat White is interested in teaching foundation obedience classes beginning Sept. She will pay the club \$25. Per student. She has her own insurance and her own students. These classes will also be open to NVDTTC students interested in competition obedience
 7. A new agility class has been started in Napa, per the Napa Register. Astros Agility Academy with Laura Dayton & Shannon Fox. Linda Wargo will contact to see if we can begin a working relationship with them.
- H. Building – Linda Luchsinger will make up a spread sheet for reporting building issues. It will have the date and the problem.
1. Sandy Bonifield will donate 2 more stand up fans to cool the building during the hot days.
 2. Keys to the storage unit and front door will be kept in the bottom of the cash box and a second set of keys will be kept in Linda Luchsinger’s office.
- I. Newsletter – no report
- J. AOCNC – no report
- V. Hospitality – Linda Wargo provided snacks for tonights meeting. Sue Osborn & Carol Coawette will bring snacks for Sept meeting.
- VI. Building use: Proposal from pat Martin for member use. We agreed to try the schedule for the remainder of August.
1. The Canine Guardian’s cancelled their request to rent the building. They did not Want to pay the \$40 fee.
- VII. Nominating Committee – Chair Laura Ecklin – no report
- VIII. Old Business –
1. 2015 Obedience trail – We lost (\$544.31) on this years trial. See Sandy’s report
 2. Need to begin 2016 trial plans. We will ask at the general meeting for Committee members. We already have the judges and the venue.
- IX. New Business
1. LAPs was approved for building use on August 29 & 30, 2015

2. Sue Osborn submitted the proposal to advertize in the AOCNC show calendar for 2016. MSC

Adjourned 9:10 pm

Submitted,

Linda Luchsinger

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
AUGUST 10, 2015
Unapproved**

- I. **Call to Order – 6:30 pm Board members present: Linda Wargo, Sue Osborn, Carol Coawette, Gerry Glantz, Linda Luchsinger, Sandy Bonifield, Debbie Payton, Marilane Bergfelt.**

- II. **The meeting began with a demo from our “freestyle” class. They did a freestyle demo and a group “musical rally” demo.**

- III. **Minutes from July 2015 were approved. MSC**

- IV. **Treasurers Report – Sandy Bonifield**
 - A. **CD \$11843.89**
 - B. **Savings \$5361.96**
 - C. **Checking \$5820.96**

- V. **Board Reports**
 - A. **Vice President – Linda Wargo – New member Donna Golemon was voted into membership. MSC by the general members**

 - B. **Office – Sue Osborn – Sue thanked all those who helped to register new students for session 5 and also her office support staff. Office staff are: Katherine Rhyno, Carol Coawette, Mellene Miller and Margretha Lane. Registration helpers were: Brandon Sivongxay, Carol Coawette, Cheryl Miller, Deassa Binstock, Jim Spiva, Linda Luchsinger, Linda Wargo, Lynda Rhyno, Maria Giaccio, Marlene Soldavini, Mellene Miller, Roxann Gracia, Sandy Bonifield And Sara DeCrel.**

 - C. **Building – Debbie Payton – A list will be hung up for anyone to report building issues.**

 - D. **Publicity – Carol Coawette – The club manned a booth staffed by Vange Leonis, Lynda Rhyno, Sandy Bonifield, Christina Martin and her**

granddaughter, at the Walk for Animals. They set up a little course to help the public see what training was all about.

Stephanie Bunch reported on the August Dog Bar event. Linda Luchsinger, Sandy Bonifield, Stephanie Bunch Christina Martin and Vange Leonis will attend the Sept. Dog Bar event on Sept 1, 2015 from 5 to 7 pm.

E. Training – Marilane Bergfelt –

1. A new tracking class is in the works and will begin soon.
2. Session 6 & 7 2015 are set. Special classes were listed on a handout sheet.
3. Donna Golemon was approved as a trainer.
4. Pat White was approved to provide her own foundation classes for competition obedience classes. She will teach every other Thursday am to begin in late Sept.

F. Web site/Newsletter – Sue Osborn – Newsletter deadline is 8/20/15.

Marlene Soldavini found “Waldo” and claimed her prize.

G. AOCNC – Gerry Glantz read an email from the coordinator of the summer workshop thanking all those who participated. Mary Ash thanked Lori & Karen Jackson and Jim Spiva for all their help.

H. Sept 20 is the Judges seminar held at Mt. Diablo DTC. 2 auditors from each club may go at a cost of \$12. Each. A drawing will be held to pick 2 members.

VI. Hospitality is provided tonight by Deassa Binstock. Sept. is our annual potluck.

VII. Old Business

**A. 2016 VST test is scheduled for March 12 & 13. Judges and committee are set
And paperwork sent to AKC.**

B. 2015 Obedience Trial lost (544.31_) A financial report was submitted by Treasurer Sandy Bonifield. Judges for 2016 have been obtained, We need a Trial Chair and committee. Linda Luchsinger and Stephanie Bunch volunteered To be on the committee.

C. 2015 Agility Trial. Lori Jackson reported on set up times and start times for the Trial on August 15 & 16. Lori & Karen Jackson donated a jump for the raffle, Separate from the workers raffle.

D. Building Use – Pat Martin – gave handouts to members with the rules regarding use of the building. The information is also on the website and vouchers may be used. To promote Friday night practice beginning this Friday 8/14 thru 8/31.

E. Organizations wishing to use the building should contact Sue Osborn. LAPS is on the calendar.

F. Nominating Committee – Laura Ecklin chair – not present

VIII. New Business

A. Vange Leonis presented a flyer on the CPR workshop to be held on November 7. Cost \$50. Per person. The club gets 15.00 200 more flyers will be printed and sent to various venues.

B. Vange also discussed a Parade & Event workshop with Judy Gamet to be held on November 14 from 10 to 12 am. It was MSC to approve this workshop.

IX. Brags: Stephanie Bunch had a brag.

Meeting adjourned at 8 pm

Submitted

Linda Luchsinger

Secretary

NAPA VALLEY DOG TRAINING CLUB

BOARD MINUTES

SEPTEMBER 7, 2015

Unapproved

- I. Call to order: 6:40 Sandy Bonifield, Gerry Glantz, Carol Coawette, Linda Luchsinger, Marilane Bergfelt present.**
- II. Minutes – Linda Luchsinger – The minutes from August were approved with corrections.**
- III. Treasurer: Sand Bonifield – no report. Will give report at the general meeting next week.**
- IV. Board Reports**
 - A. President – no report**
 - B. Vice President – no report**
 - 1. Membership – We need an updated membership list. Someone needs to contact students who have indicated from the class evaluations that they want to be informed of upcoming classes and events.**
 - C. Office – Sue Osborn absent – Marilane made about 15 keys to the new lock. They are all numbered and say “do not duplicate”.**
 - D. Building – Debbie payton – absent**
 - 1. Lights in the building need new ballasts. The cost for Bob Hansen to replace and repair all the lights is approx. \$800 plus the cost of a lift.**
 - E. Publicity – Carol Coawette – Ad free ad was placed in the Marketplace magazine. Session 7 classes plus the CPR class.**

Roxanne Gracia sent a photo and info about the drill team win to the Napa Register.

- F. Training – Marilane Bergfelt – Tracking class will be an 8 week class. A discount of \$10 and \$80. In vouchers will be allowed. 2nd dog discount will be \$135. And 3rd dog discount will be \$125.00**
- 1. Debbie Crane to be given \$120 in vouchers for teaching classes in tracking for not charging the club a fee.**
 - 2. Linda will email instructors for a list of their assistants to receive vouchers.**
 - 3. Office staff should be prepared to help with student needs in week 1 and 2 of each session.**
 - 4. De Brilz was approved for ADO and GMI – MSC. Donna Seaman was approved last month for ADO & GMI classes.**
 - 5. Instructors will be allowed to come on the training floor to evaluate new assistants.**
 - 6. A request for someone to reach out to other organizations to network was requested. No one volunteered for this project so it was dropped.**
 - 7. Agility – Marilane will be meeting with instructors and those knowledgeable in agility for foundation skills. Marilane will do a report and let the board decide to continue agility.**
 - 8. Marilane will talk to instructors to come back and teach special classes. i.s. Deassa Binstock teaching a reactive dog class.**
 - 9. Marlene will continue as Rally instructor for the remainder of 2015.**

10. Pat White will begin the Foundation skills on Sept 24 10:00 to 12:30. She will have a maximum of 8 students and will pay the club \$25.00 per student. No rider is needed as she has her own insurance. Students will be required to sign our waiver.
 11. A draft for Session 1,2 and 3 2016 has been done.
- V. Newsletter – Sue Osborn – absent
 - VI. AOCNC – No report
 - VII. Hospitality – Carol Coawette. Next meeting Sue Osborn
 - VIII. Old Business
 - A. Tracking classes are in place and the VST test will be held on March 7-8, 2016.
 - B. We need a chair for the 2016 Obedience/Rally trial in 2016. Linda Luchsinger and Stephanie Bunch volunteered to be on the committee.
 - C. 2016 Agility trial – issues will be addressed with the 2016 committee.
 - D. NVDTTC building – Primer and painting the new wall needs to be done. Also laying down the new mats. This would best be done on the Xmas break. This will go to the general membership.
 - E. Building Use Coordinator – Sue Osborn – no report
 - F. Member building usage – Pat Martin chair.
 - G. Update of club rules & regs regarding documentation of immunizations for dogs in class. Titters will not be accepted for Rabies or DHPP for puppies.

H. Nominating Committee – Board received an email from Laura Ecklin asking if they were continuing to 2016. No report on any volunteers yet.

New Business:

A. Possibly asking Pat Martin to do our embroidery of our logo. We need to find a digital file of our logo that she can work with.

Adjourn: 9:05

UNAPPROVED

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
SEPTEMBER 14, 2015**

- I. **Call to order: 6:30 by vice president Linda Wargo. Board present – Linda Luchsinger, Linda Wargo, Sandy Bonifield, Carol Coawette, Marilane Bergfelt, Sue Osborn. Absent – Gerry Glantz.**

- II. **Minutes – MSC to approve minutes as published.**
- III. **Treasurers report – Sandy Bonifield:**
 - A. **CD \$11,843.89**
 - B. **Savings – 5361.96**
 - C. **Checking \$11,250.31**

MSC to transfer \$5000 from the checking account to the savings.
- IV. **Board Reports**
 - A. **President – Asking for a committee to finish the painting and Laying the mats down.**
 - B. **Membership – New member Kim Leslie**
 - C. **Office – Sue Osborn. No report**
 - D. **Building – There is a chart in the office up indicate any problems with the building.**
 - E. **Publicity – Carol put an ad in the Napa Register community calendar.**
 - F. **Training – Marilane Bergfelt – Tracking to begin in mid October thru the end of 2015.**
 - G. **Newsletter – Deadline 9/20/15**
 - H. **AOCNC – All members who put in to attend the judges seminar got in. To be held at Mt. Diablo training facility Sunday 9/22 @ 9am**
 - I. **Thank you to Deassa Binstock for the August refreshments. Tonight is the annual potluck. Volunteer for the October meeting is Sara & Pauline.**

- V. 2016 Tracking test is March 12 – 13, 2016. Committee, judges and venue is all in place.**
- VI. Still looking for a committee chair for the 2016 obedience/rally trial in 2016. No volunteers.**
- VII. 2015 Agility trial Awaiting refund from the fairgrounds. 175 in RV fees need to be paid first.**
- VIII. Member building Use – Pat Martin. Frigay night changes to Sunday nights beginning 9/27.**
- IX. Photo Contest – Train you dog photo contest. Open to all members. Submit to Sue Osborn.**
- X. Organization building use: Only LAPS has reserved the building.**
- XI. Nominating committee: So far there are no takers for our 2016 board if directors.**
- XII. New Business – None**
- XIII. Brags**
- XIV. Adjourn 7:10 pm**

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

BOARD MINUTES

October 5, 2015

- I. **Call to Order: 6:36 Members present; Gerry Glantz, Marilane Bergfelt, Linda Wargo, Sandy Bonifield, Linda Luchsinger, Carol Coawette, Debbie Payton and Sue Osborn.**
- II. **Minutes – Linda Luchsinger – MSC approved**
- III. **Treasurers report – Sandy Bonifield**
 - A. **CD \$ 11843.89**
 - B. **Savings \$10362.36**
 - C. **Checking \$4294.95 \$5000 was moved from the checking to the savings.**
- IV. **Board reports:**
 - A. **President: Concerns over no nominations for 2016 board. Gerry is waiting to hear from Laura Ecklin. Pat Martin is also helping her by making phone calls. Discussion over what to do if positions are not filled.**
 - B. **Vice President; - Linda Wargo – no report – discussion about someone going thru evaluations heets for people who want further info regarding events & classes to put into a data bank.**
 - C. **Office – Sue – Copies have been made for the office forms and phone log forms.**
 - D. **Building – Debbie – Cabinet/Lockers need to be bolted to the wall in the event of another earthquake. They fell down and blocked the door in the 2014 earthquake. Cleaning supplies are being supplied by Sandy Bonifield and Marilane Bergfelt.**

LAPS donated a case of bottled water for club use.

Debbie is in contact with Ross to fix the lights, downspouts and gutters.

The awning has been purchased and just needs to be put up.

Keys need to be signed in and out. The master key - 1 in the lock box and 1 at Linda’s office with other club documents.
 - E. **Publicity – Carol – Carol is taking flyers to various places. She has put out the First Aid class flyers at the Homane society.**

Michelle Hogan, marketing director from the library is doing a Pet CPR class on 10/24. Does the club want to be involved. Carol Will contact her for more information. We received a \$70 check from the Dog Bar event for our ½ of the raffle proceeds.

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NVDTC October 5, 2015 Board Minutes

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- V. **Training – Marilane – Vouchers will be given to Debbie Crain in the amount of \$120 for teaching and organizing our tracking classes for no fees.**
Class credit vouchers will be given to puppy students who missed classes.
2016 contracts to be sent out by Marilane. Contracts for outside instructors need to be separate from club member trainers.
2016 class schedule was re done moving the beginning date up by 1 week. Classes will resume on 1/11/16.
Donna Golemon will teach Crate games in session 1 2016.
Mighty mites by Vange Leonis ws approved for the 2016 schedule.
Donna Golemon will also teach a class called “I have 4 legs and a body” No written material has been received yet. Possibly in session 3, 2016.
Instead of a payment to Marilane for a small class session it was agreed to give Cheryl Meyers a \$40 voucher.
It was MSC to raise Deassa Binstock & Vange Leonis to the next level of fees @\$20. Per class.
The website class descriptions were approved. Marilane & Sue will update as needed.
- VI. **Newsletter – no report**
- VII. **AOCNC – Sue is Secretary of AOCN The presidents luncheon is on 10/10/15 in San Ramon. Gerry Will be attending. Planning for the winter & summer workshops will take place.**
- VIII. **Hospitality – Thank you to Sue Osborn for tonights snacks. Next meeting will be Sandy & Linda.**
- IX. **The November joint board meeting will be moved to Nov 30 since it is normally a week before the general.**
- X. **Old Business:**
- A. **Tracking classes to begin soon. 2016 VST test is March 7 & 8 2016**
 - B. **Obedience trial – no chair yet**
 - C. **2016 Agility trial – need chair person**
 - D. **Building use – Dianna Martin of the Irish Terrier club requested the building on 12/6. MSC to allow. Sue will send the paper work.**
 - E. **Update of club Rules & Regulations – Sue & Marilane will work on the update and present a final version.**
 - F. **Nominating Committee – No report from Laura Ecklin, Pat Martin has joined her committee.**
- XI. **New Business**

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NVDTC October 5, 2015 Board Minutes

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- A. Judy Gamet has requested building use for a dog dancing workshop on freestyle. MSC for 1/16/16
- B. Approved the LAPS training class schedule for 2016. Feb 20, 27, March 5,12,19, @ \$40 per day rental. Testing on Sunday, April 3 @ no charge . CAPERS on Saturday april 9 @ \$40.
- C. LAPS Fall Training Aug 20, 27, Sept 3, 10, 17 @\$40. Per day. Test Sept 25 & no charge and CAPES on Oct 1 @ \$40. MSC for all LAPS classes 2016
- D. In the Works,
 - Clicker Workshops – Kelly Finn
 - Nose Works – Donna Goleman
 - Fearful or Reactive workshop – Suzie Yokomizo

Valley Fire donations? Gerry will call Jane @ Napa Humane to see what we can do to support fire victims.

Adjourn 9:10

Submitted

Linda Luchsinger

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

General Meeting Minutes

October 12, 2015

- I. **Call to Order: 6:40 pm by president Gerry Glantz**
- II. **Minutes: Correction for office report – Sue Osborn thanked all those who helped with class registration session 6. Sandy Bonifield, Carol Coawette, Katherine Rhyno, Marlene Soldavini, Maria Giaccio, Cheryl Meyer, De Brilz, Sara DeCrevel, Deassa Binstock, Lynda Rhyno & Pat Martin
MSC to accept as corrected.**
- III. **Treasurer's report: Sandy Bonifield**
 - A. **CD – \$11843.89**
 - B. **Savings - \$10362.36**
 - C. **Checking - \$4294.95 MSC to accept treasurer's report**
 - D. **A card was received from Napa Humane to thank members who attended the Dog Bar event. Our ½ of the raffle was \$70.00**
- IV. **Board Reports**
 - A. **President's report – no report**
 - B. **Vice President – Linda Wargo**
 1. **Membershipsip – no new members at tonights meeting**
 2. **Upcoming Meeting Guests – November is Elections, Dec is the Christmas pot luck & gift exchange**
 - C. **Office – Sue Osborn – Session 6 went well and Sue needs volunteers to help with signups for session 7.**
 - D. **Building – Debbie Payton – Ross fixed the lights. 1 or 2 still need attention. Down spouts and roof repairs are going on by the landlord.**
 - E. **Publicity – Carol Coawette – Carol asked members to take flyers to their vets offices. She has placed ads in the free publications. There was a suggestion that the president write a letter to put in**

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NVDTC October 12, 2015 General Minutes

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the puppy packets the vets give out. It was decided this was not necessary.

- F. Training- Marilane Bergfelt - New classes begin the week of Oct 26. Session 7 the CGC has added a 2nd class on Friday night.**

**New classes for 2016 are: Delightful distractions by Kim Leslie
Xmas Tricks & games by Vange Leonis and Donna Golemon to offer Crate games**

The first 1/3 of the year has been set for classes.

- V. Newsletter/Website – Sue Osborn 10/20/15 is the deadline for the newsletter.**

- VI. AOCNC – Mary Ash, Sue and Gerry – the Seminar on 9/20 at Mt Diablo was successful. 2016 will be planned in the same format. The presidents luncheon was on Oct 10, 2015. Dates for the winter workshop was moved to 2/14/16. July 23 will be the summer workshop.**

- VII. Hospitality – Thank you to Sara & Pauline for our refreshments. No volunteers for your November meeting.**

- VIII. Old Business**

A. 2016 Tracking Test March 12-13, 2016. Judges are picked and the Vintners Golf club is happy to have NVDTC back again.

B. 2016 Obedience/Rally trial – No volunteers to Chair or work the obedience trial in 2016.

C. Lori Jackson presented a profit & loss report on the 2015 agility trial. We made a profit of 194.39. She thanked the club members who participated on her committee and worked the trial. 2016 Agility Trial August 20-21, 2016 – Lori Jackson will Chair the committee.

D. Member Building Usage – Pat Martin – Sue Osborn & Paris won the photo contest. Pat made photo cards of the dogs and gave to all those who participated.

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NVDTC October 12, 2015 General Minutes

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Irish Terrier club was approved to have their xmas party on 12/6/15. This was approved by the board of directors.

E. Nominating Committee – Laura Ecklin – The entire 2015 board has chosen not to continue in 2016. There was a lengthy discussion of jobs and responsibilities and the following members stepped up to fulfill the vacant positions.

President: Joy Wood

Vice President: Mary Ash

Secretary: Risha Martin

Treasurer: Lori Jackson

Immediate Past President; Gerry Glantz

Board members at large:

Kim Leslie, Donna Golemon, Pat Martin, Francis Anamosa.

- IX. New Business – Margretha suggested to give to the Valley Fire. It was discussed that there is no financial need at the moment, but foster homes are needed.**
- X. The Joint board meeting in November will be postponed to Nov 30 to have it after elections.**
- XI. Vallejo DTC was approved to borrow 16 stantions on 11/1/15 MSC.**
- XII. Brags were presented**
- XIII. Adjournment:**

UNAPPROVED

NAPA VALLEY DOG TRAINING CLUB

GENERAL MEETING MINUTES

November 9, 2015

I. Call to Order: Board present – Gerry Glantz, Linda Luchsinger, Linda Wargo, Sue Osborn, Sandy Bonifield, Carol Coawette. Absent – Marilane Bergfelt and Debbie Payton.

II. Minutes: MSC approved as corrected. List board members present at October meeting. A thank you letter was read from LAPS.

III. Treasurer's Report:

CD : 11846.88

Savings: 10362.36

Checking 12028.70 MSC to accept as reported

IV. Board Reports:

A. Presidents report – no report

B. Vice President's report – Membership renewal forms for 2016 have been sent out. New member Bridget Gheno was accepted.

C. December meeting is the xmas potluck and gift exchange with a \$15 suggested amount.

D. Office – Sue Osborn thanked her staff who helped with session 7 signups. Sandy Bonifield, Linda Wargo, Maria Giaccio, Jim Spiva, Deassa Binstock, Carol Coawette, Cheryl Meyer Kim Leslie, Lori Jackson, Marlene Soldavini, Margretha Lane, Mellene Miller, Kathrine Rhyno and Linda Luchsinger.

E. Building – The awning was put up over the front door by Sue and Robert Osborn. Balasts and bulbs for the lights were donated by Mike Bonifield.

F. Publicity – Flyers were made up for the new Mighty Might class in 2016.

a. Training – Carol Coawette was approved as an assistant for the GMI class and the CGC classes. Stools were ordered for upcoming

classes. The CGC was split into 2 classes and the GMII was put on Thursday night at 7 pm. The current session has 2 specialty classes. Delightful Distractions and Fun & Games for the Holidays. The first 3 sessions of 2016 are set. 2 new classes, Crate games and Mighty Mightys for small dogs. Sue has created flyers for all the new classes and sent members a link. More new classes are planned for 2016 and as details are pulled together, the membership will be notified via email, website, flyers or newsletter.

G. Workshop updates: Parade workshop for Nov 11 has been canceled. Intro to Freestyle & Dancing for Smiles workshops with Judy Gamet are scheduled for January 16, 2016. Registration forms & flyers will be available at the clubhouse and are already online. Marilane is working with Suzi Yokomizo, a private trainer & behaviorist who specializes in fearful & reactive dogs, to bring some seminars to our club in 2016.

V. Newsletter/website: November 20, 2015 is the deadline for the postcard. Links are on the website for session 7 and upcoming events.

VI. AOCNC: Mary Ash resigned as the Napa rep for AOCNC. She is on the AOCNC board. The winter workshop will be Feb 14, 2016 at the cow Palace. NVDTC is doing a novice ring.

VII. Tonight we celebrated Bobbie Honsvick's 80th birthday. Her family brought in a nice cake. A card was sent around for members to sign for her.

Old Business:

A. 2016 VST Tracking Test – March 12-13. Linda Wargo reported everything is in place and ready.

B. 2016 Obedience Trial – Judges have been picked and contracts in place. The Trial committee is: Chair – Mary Ash, Chief obedience ring steward – Linda Luchsinger, Chief rally ring steward – Joy Wood, Other committee members are Donna Golemon, Lori Jackson,

- C. 2016 Agility Trial Aug 20-21: Lori Jackson will be committee chair. She suggested we go back to Dixon due to the cost of the Petaluma fairgrounds. MSC to leave the trial in Dixon.**
- D. Member building use: Laps will be using the building on Dec 19 & 20 , 2015 and again Feb 20 & 27, 2016 Diana Martin and the Irish Terrier club were approved to use the building on Dec 6, 2015.**
- E. Elections: The following were elected to the board of directors for 2016:**
 - President: Joy Wood**
 - Vice President: Mary Ash**
 - Secretary: Risha Martin**
 - Treasurer: Lori Jackson**
 - Board members at large: Kim Leslie**
 - Donna Goleman**
 - Pat Martin**
 - Francis Anamosa**
 - Immediate Past President: Gerry Glantz**

VIII. New Business:

- A. Club service Award – Jim Spiva handed out flyers for nominations for Our yearly award.**
- B. Awards dinner date: Fillippis restaurant on 2/27 if possible. Linda Luchsinger and Sandy Bonifield will host. Linda Wargo will take care of plaques.**
- C. Vange Leonis suggested bringing used equipment to meetings for sale and the proceeds going to the club.**
- D. Brags: Several members had brags to share.**

Adjourned

Respectfully submitted

Linda Luchsinger

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
November 30, 2015
Unapproved

- I. Call to Order – 6:30 pm. 2015 Board members present – Gerry Glantz, Marilane Bergfelt, Carol Coawette, Sandy Bonifield, Linda Wargo, Linda Luchsinger, Debbie Payton. Absent – Sue Osborn. This was a joint meeting with the 2015 and 2016 board members. 2016 Board present was Mary Ash, Gerry Glantz, Donna Golemon, Pat Martin, Risha Martin, Lori Jackson. Joy Wood. Absent was Frances Anamosa and Kim Leslie.
- II. Minutes: Linda Luchsinger – Minutes from the October meeting were approved.
- III. Treasurer’s report – Sandy Bonifield
 - A. CD – 11,846.88
 - B. Savings 13,698.81
 - C. Checking 10,362.36
- IV. Board Reports:
 - A. President – No report
 - B. Vice President Linda Wargo – Membership for 2016 is now due. The new applications were in the newsletter and sent in a separate mailing.
 - C. Office – Sue Osborn – No report
 - D. Publicity – Carol Coawette – Flyers were distributed around town for upcoming 2016 classes. The Humane Society still has discount vouchers in the amount of \$15.00 that will be honored until they are used up. After that the discount will drop to \$10.00.
 - E. Building: Materials for fixing the lights were donated by Cal-West Electric and Mike Bonifield for management to fix some of the overhead lights
 - F. Robert & Sue Osborn assembled and installed the front door entry awning.
 - G. Ross Mini has looked at the room heater but was not able to get it going today. He will have someone out tomorrow. Reminder to anyone who sees a problem to please record it on the chart hanging in the office.
 - H. Training Marilane Bergfelt – The current session is going well, with 2 speciality classes. Delightful Distractions and Fun and Games for the Holidays. CGC had enough participants to be split into 2 classes. The first 3 sessions of 2016 are set with more returning and 2 new classes, C & C Crate games & Mighty Mights (GMI for small dogs).

- I. Sue has created flyers for all the new classes & events and sent members a link. In addition, Marilane will make a ½ page flyer that will include all the new and returning classes in the first quarter of 2016. More new classes are planned for 2016 and as details are pulled together, the membership will be notified.
- J. Workshops Update: Judy Gamet has canceled the Nov 11 for the Parade workshop. Intro to Freestyle & Dancing for Smiles workshops with Judy Gamet are scheduled for Jan. 16, 2016. Registration forms will be available at the clubhouse and are already online.
- K. Marilane is working with Suzi Yokomizo, a private trainer and behaviorist who specializes in fearful & reactive dogs, to bring some seminars to our club in 2016.
- L. Newsletter/website – Sue Osborn – no report
- M. AOCNC – Feb workshop will be on Feb 14, 2016 at the Cow Palace. Entries can be done online at the AOCNC website & NVDTTC website. We are doing the Novice ring.
- N. Hospitality – Sandy & Linda – No board meeting in Dec.
- O. The New board will have a meeting to discuss job responsibilities.
- V. Old Business:
 - A. VST test is on March 12 & 13, 2016. The Judges are chosen and the Committee has everything in place.
 - B. 2016 Obedience/rally trial Chair Mary Ash – Gerry Glantz will be registering the event with AKC online – The judges info was given to Mary Ash. The trial committee will meet soon.
 - C. 2016 Agility Trial – Chair Lori Jackson – Lori recommended going back to Dixon fairgrounds for 2016. The cost of Petaluma was too much. A deposit was requested in the amount of 687.50 as ½ of the 3 day rental fees for August 20 & 21.
 - D. NVDTTC Building The new wall still needs to be painted. It is on the “to do” list.
 - E. Building Usage – Sue Osborn – No report
 - F. Member building use – Pat Martin – Nothing new
 - G. Update of Club rules and regs. – Policies & prodedures are being updated and will be amended to say that all trainers can train their own dogs in the building at no charge. . MSC
- VI. New Business:
 - A. Seminar discussed at training section.

Respectfully submitted, Linda Luchsinger

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING AGENDA
DECEMBER 14, 2015
(Unapproved)**

- I. **Call to Order: 6:35**
Board members present: Gerry Glantz, Linda Wargo, Sandy Bonifield, Linda Luchsinger, Carol Coawette, Marilane Bergfelt, Debbie Payton & Sue Osborn.
- II. **Minutes: MSC to approve as published**
- III. **Treasurer's report – Sandy Bonifield**
 - A. **CD \$11,846.88**
 - B. **Savings \$10,362.36**
 - C. **Checking \$6,836.61**

A few more deposits will be made before the year end. Sandy requested to pay the storage for 3 months, M S, but not carried. A new motion was made to pay only 1 month and let the new board take care of this in 2016. MSC
- IV. **Vice President – Linda Wargo**
 - A. **NVDTC welcomed one new member Dee Marlowe. MSC to accept her membership.**
- V. **Office - Sue Osborn. Sue thanked the office staff for helping keep the office running smoothly for 2015. She handed out packets to the new board members with job duties.**
- VI. **Building – Debbie Payton – The down spouts have been fixed and Ross is looking into fixing the inside lights that may have ballast problems.**
- VII. **Training – Marilane Bergfelt – Nothing new. Flyers have been distributed on new classes and the 2016 schedule.**
- VIII. **Newsletter – Sue Osborn. 12/20 is the deadline for the next newsletter. Sue will continue to publish the newsletter and take care of our website.**
- IX. **Hospitality – tonight is the annual Christmas pot luck. January refreshments will be provided by the 2016 board.**
- X. **Publicity – Carol Coawette – Nothing new**

XI. Old Business

- A. 2016 VST Tracking test – Linda Wargo – The tracking committee will have a meeting after Jan 2016, but everything is in place for the March test.**
- B. 2016 Obedience/Rally trial – June 18, 2016. Linda Luchsinger gave Gerry the binder for the 2015 trial with AKC login info and passwords for Gerry to set up for 2016. The committee will meet in 2016.**
- C. 2016 Agility trial – August 20, 21, 2016. Lori Jackson is Committee chair and is getting paperwork filled out.**
- D. Member Building use – Pat Martin – No report but info is on the website.**
- E. Organizational Building use – Sue Osborn – Nothing new. See the calendar on the website.**

XII. New Business:

- A. Awards dinner – The date of Feb 27, 2016 was chosen for Filippis restaurant. A check for \$150 was requested for a deposit.**
- B. Doggie cookies are at the club on sale for \$4.00 to benefit PSI**
- C. Pat Martin is selling tote bags at \$5.00 with proceeds to benefit the club.**
- D. Vange Leonis is selling gently used items to benefit the club. If any members have any used items they want to donate they can bring them to any meeting.**
- E. The dog show calendars are for sale @ \$8.00 each.**
- F. Brags**

Adjourn: 7:00 pm

Respectfully,

Linda Luchsinger