

NAPA VALLEY DOG TRAINING CLUB

BOARD MINUTES

January 2, 2017

1 of 2

Meeting called to order at 6:10 pm. Present: Sandy Bonifield, Linda Luchsinger, D Marlowe, Kim Leslie, Carol Coawette. Absent Joy Wood, Stephanie Meinhardt. Committee chairs: Marilane Bergfelt, Vange Leonis

**Treasurer report: As of 12/30/16 Savings 22,223.92
Checking 25,262.33**

Refund approved for Ann Littlefield for 6/16/16 GMI class MSC

Cash – Petty cash will stay in the same locker. The blue cash bag will not be left in the drawer. When sheets are balanced they are to be put in the locker with the slot so D can deposit them. Only cash in the cash box will be left in the office locker.

Linda will ask Mary Ash for the Safe keys. Vouchers were returned to Linda and given to Sandy and Carol.

Hospitality: D Marlowe will bring snacks to the next meeting. The general meeting will be provided by board members and they can be reimbursed if they choose.

Office: Session 1 office has been taken care of by Vange

Training: Crates for office worker will be allowed in the office so their dogs can be near them. Trainers are requested that the door should not be locked during classes to allow office staff and other trainers access to the office. The exception is if testing is being conducted or video taping is being done.

Contracts have been sent out to the trainers. Kim Leslie was raised to the same fee as all other trainers as long as she is only training for the club. MSC with 1 abstention.

Judy Gamet's contract was renegotiated : NVDTC will receive 30% of the fees she charges her students. Her previous 2015 contract was reinstated.

ALL classes taught by NVDTC will be signed up thru the office

Club classes – Judy Gamet's are speciality classes and go under that guideline. No discounts, and limited vouchers are allowed. So if the number of students drop to 4 the ½ reduced trainer fee does

not apply. She can do the Dogs Can Dance with 3 or less owth NO vouchers or discounts. To clarify that DCD classes do not have to follow guidelines established for club classes. MSC

Motion was made to glue the feet on the baby gates on the training floor. Kim motioned and Carol 2nd. MSC.

Seminar Feb 11 is from 10 am to 1pm

We need to verify who still has keys: Gerry Glantz #5, Laura Ecklin #18 and Katherine Rhyno #24. #2 , #7 and #8 are missing.

The board will meet on the first Monday of each month.

Adjourn 8:23

Acting Secretary

Linda Luchsinger



**January Dog Training Club
Meeting January 9, 2017**

January 9th Meeting Called to Order at 6:35 pm

General Minutes of December 12 – **M/S/C with no changes**

Treasurer Report given by D Marlowe

Checking balance \$24,768.56

Savings balance \$22,223.92

Additional Information supplied by Linda Luchsinger –

As of November 2016, we had a profit of \$26,774.86

Reports –

President Report given by President Linda Luchsinger –

We still have two vacancies on the board, secretary and a board position. We need someone to volunteer to take the minutes this evening, Donna Golemon has volunteered. **On-going**
The board will be meeting the 1st Monday of the month, if you have anything you would like to discuss or have them discuss, please provide prior to the meeting.

Vice-President Report given by Vice-President Sandy Bonifield –

The Membership form for the current year is being worked on. Anyone who has already signed the old form will be given the new one to complete when they are ready. Sue needs to receive a copy of the changes made because of the vote last year. Once the form is complete, Sue will email to all memberships, and Sandy will print some out for use at the club. A new pad lock was placed on the cash locker and Sandy will be emailing the code to the trainers. **On-going**

Office Report given by Vange Loomis –

Everything is covered for the first week. New procedure, change is still in same location, but when money is received the trainer is to place the money in an envelope marked with that class, and place in the locker with the slot. Place a post-it on the money, check to let them know what it is for. Donna raised a question clarifying that no one would be present after the first week. After discussion, it was stated that they would try to have someone present for the second week of classes.

Training Report given by Marilane Bergfelt –

Session 2 in progressing along trying to get the special classes confirmed, so people can sign up for them. Donna and I will be working closely together to deal with training items.

Building Report given by Stephanie Meinhardt –

Volunteers (De, Sandy, Maria) have already stepped up and washed/cleaned the sheets and toys. The crates have been rearranged by Marilane and Donna with one placed in the office for use there. Supplies were all stocked at the end of the year by Karen Jackson. Karen, with the help of Lori, re-taped the building, making it safer for all of us. We would like to acknowledge them for this work.



**January Dog Training Club
Meeting January 9, 2017**

Newsletter/Website Report given by Sue Osborn -

Reminder information for either the meeting announcement or newsletter need to be received by the 20th of the month. Also in in, of pictures to include in newsletters.

Publicity Report given by Kim Leslie -

Doing research on ways to promote the club. Marilane, Sue and Kim will work on putting together packets for the vet's offices, etc..... It was brought up about getting an article in the newspaper about the club, Kim is to consider this. Also, the Mighty Might's flyer is to be updated by Sue by removing dates on the flyer. **On-going**

AOCNC Report given by Sue Osborn -

AOCNE manning a table at Golden Gate Kennel club, Jan. 28/29 looking for people to help man the table in 2 hour installments. You will receive a parking pass, etc. for this. February 12th is the winter workshop at the cow palace. We are responsible for manning the rally ring. Need 4 to 6 people for this. Volunteered Sue, Mary, Joy. **On-going**

Hospitality Reported given by Linda Luchsinger -

The board has decided this year that each board member will take turns bringing goodies to the meeting. But, if anyone likes volunteers are always welcomed to volunteer.

Sunshine Reported given by Linda Luchsinger -

Still looking for someone to take on this role. It was suggested to ask Bobbie if she would be interested in this. **On-going**

Seminars Reported given by Marilane Bergfelt -

We have a seminar scheduled for February 12th at the building. **Dog Play: The Good, the Bad, and the Ugly** with Karen A. Oliver, CPDT-KA, check out our website for more information.

Old Business -

VST Trial -

Is scheduled for March 11/12. Debbie Crane will be looking for tracklayers, and drivers. Sue Osborn is trial secretary. **On-going**

2017 Obedience/Rally Trial -

M/S/C to not hold an obedience trial this year. Joy Wood volunteered to chair a Rally match to be possible held at PSI. Will start looking for someone(s) to chair a trial in 2018. **New topic match**

2017 Agility Trial -

M/S/C to not hold an agility trail this year. Linda Jecks to be informed of this decision.

Nominations for the club service award report made by Linda Wargo -

Nominations need to be made by tonight.



**January Dog Training Club
Meeting January 9, 2017**

Annual Banquet –

Flyer passed out for the banquet and need to be returned by January 30, so we can give a head count to the restaurant. Forms can be turned in to Mary or Donna. Also, stated that I check is needed from De if she does not attend the dinner for payment. **It was requested that \$150.00 be given to the committee for expenses. M/S/C**

New Business –

Request from Jameson Animal Rescue to use the building on Mondays from 9 am till 3 pm.

Problem is building is cleaned during that time. Linda will check with Lea to see if they can be in and out early on Mondays. And will then check with JAR. It was also asked if members could observe. No decisions made. **On-Going**

Database Questions brought up –

Sue brought up emailing the people who completed the class surveys about wanting member information. It was **M/S/C to create a form with reminders about meetings to be handed out in all classes.**

New Membership –

Heather Munden, **M/S/C voted into membership**

Adjourned at 7:40 pm

Respectfully Submitted –

Donna Golemon



Napa Valley Dog Training Club

Board Meeting – February 6, 2017

Approved

Board meeting was called to order at 6:45pm, held at Linda Luchsinger's house.

Members Present: Linda Luchsinger, D. Marlowe, Carol Cowette, Kim Leslie, Stefanie Meinhardt and Joy Wood.

Absent: Sandy Bonifield

Also Attending: Vange Leonis and Marilane Bergfelt

Board Minutes of January 9 – M/S/C with corrections.

Board Reports:

President: Linda

Club is looking to fill out the 2017 Board and needs a Secretary and Board Member at Large. Other support, like Sunshine, is also needed. Linda will mention this at the February General Meeting.

Vice President:

Dr. Bleviss is confirmed as our Guest Speaker at the March General Meeting. Stefanie spoke to her and she is comfortable addressing any issue. Kim suggested nutrition and canine diets.

Treasurer: D.

Checking: \$33,750.33 Savings: \$28,208.63

Publicity: Kim

1. Kim met with Sue Osborn and Marilane. They agreed that –
 - To create a ¼ sheet piece to highlight club membership. This page would be provided at Orientations and on clipboards for Class Reviews. It might also be appropriate for posting at businesses and other pet locations.
 - Publicity Package to introduce / reintroduce the club to businesses and the community. Sue will create a draft for board review.
 - PR Boxes in office need to be updated. Kim and Marilane will set a time to go through materials. If new educational materials are needed, they will discuss with the Board.
2. Farmer's Market was brought up again with concerns about manning a table. Kim will contact organization to see about getting a table on selected dates.

Office: Vange

- a. Vange has phones covered from Tuesday and Wednesday daytime (Kim / Sandy), Weekends (Roxann) and Floater (Vange).
- b. Discussion surrounding the 2nd week of entry level classes and the need for extra hands there to sell equipment or deal with loose papers. Linda offered to come if given notice. Other staff might also be willing and asked.
- c. Vange requested that training staff share their concerns with her directly so she can try to alleviate.

Building: Stefanie

1. Stefanie has sent a Flea Spray for February 23rd. She will post the sign on the door.
2. Equipment issues – see Training Report (below).

Training: Marilane

a. Annual Instructor Contracts -

- All currently teaching staff and private trainers have completed and submitted 2017 contracts.
- Marilane has made copies and will return those to individuals. Signed originals will be filed Linda Luchsinger's office.
- Instructors who have not submitted a contract &/or renewed their membership will be communicated with personally.
- Marilane was directed to find the 2016 signed contracts and get them to Linda.

b. Marilane is updating the Approved Instructor and Assistant lists. Hoping to have those lists completed and posted by beginning of March.

c. Current staff will be reminded to have all students / classes fill out a Class Review at the end of this session and get early sign-ups to ensure classes can continue. (Especially important with the advanced classes.)

d. Session 2 is starting to fill, all classes have instructors. Marilane will try to work with assistants to ensure staff is supported and classes are covered.

e. Standard 'Time Sheet' for instructors was drafted by Donna, used by Marilane (dry run) and example sent to Donna and Linda L. for review. Linda did not remember seeing that email, Marilane will resend to both.

f. Next committee meeting planned for Wednesday, February 22, 2017 at the dog club.

- Proposed 'Summer School' concept was sent to staff and some have responded with ideas. Board proposed that the committee make the final decision and if the committee agrees, for them to proceed for Sessions 4 & 5, 2017. MSC

g. Continued Concerns –

- Kiddie Gates: Stefanie and Marilane will meet and look at the gate / feet conditions. A report on their condition and possible expenses is expected at the next board meeting.
- Puppy agility equipment (resurfacing and sealing): Marilane / Stefanie will check with Donna.
- Number of dogs / class ratio in entry level classes

Continued concerns about the number of students in classes, staff availability and space limitations. Marilane asked that all club finances be reviewed so that the group might understand the impact of class size reduction. Linda and D. will work on this for the next board meeting.

[Reminder: Membership was approached in 2016 to reduce the number of dogs in classes to a maximum of 10. This was done at the same time as the Across-the-Board Raise for instructors, so membership did not approve.]

h. Proposal –

Donna Golemon sent information on Sports KLIMB 'platform'. It is light weight (14 pounds) and designed to fold and store easily. Cost is \$159.99 before tax and shipping. Item could replace the old agility table. [<https://fitpawsusa.com/product/blu-9-sports-klimb>]. The Board agreed to purchase 1 platform to see how it might be used in classes. MSC

Kim will check her professional associations to see if the item can be purchased cheaper. She will let board know asap. If no better deals, then Donna will be asked to purchase and turn in her expenses for reimbursement.

Old Business:

Community Events & Member's Interests -

This was touched on at the planning meeting (held 12-2016). Marilane was directed to take her list of community events and provide information at the general meeting in February.

New Business:

1. Jameson Animal Ranch Rescue requested use of the building weekly. As noted in the January General Meeting notes, there are scheduling issues with PSI cleaning. Linda has communicated with Lea and the time of the cleaning can be adjusted. Linda will talk to Deassa and Lea with the hope of reaching a decision.
2. The Irish Terrier Club has requested the use of the building on March 19th. Board voted to allow use of the building. MSC
3. Bark in the Park – Responsible Pet Walking on February 26th, 3pm-5pm at the Wetlands Edge Trail in American Canyon. Lea will provide written information about the event at the next general meeting and to our current classes. Board agreed to support the event by sharing / posting on FB and our website. It was suggested that the piece “The Scoop on POOP!” be printed and posted at the clubhouse.
4. NoseWork Seminar with Andrew Ramsey
Pat Martin sent an email to Marilane asking about workshops with this trainer. Donna checked with Andrew and was sent a 2-page information sheet. Marilane could not reach Pat today for an update. There was no discussion or action.
5. Loving Animals Providing Smiles asked to rent the building on Sunday, March 5. This is in addition to the other days already confirmed. MSC
6. Review of policy of Free Classes for Foster Dogs
The Board reviewed information presented by Marilane (see attached). After discussion it was agreed to revoke the “Free Classes for Foster Dogs” until which time the membership, training committee and board can ensure that programs like this are in the club’s best interest. MSC
7. Use of Building by Instructors
Members have sent emails to Marilane asking if instructors have a time limit when using the building with their own dogs. There was no discussion or action.

Submitted by Marilane Bergfelt

Board Meeting on 2-6-17 / New Business
Presented by Marilane Bergfelt, Training Coordinator

Review of 'Free Class for Foster Dogs' – as accepted by NVDTTC board on 7-25-16

Summary:

- At the Training Committee Meeting (7-20-16) the group was asked how they felt about providing free classes to people with foster dogs. There was a lengthy discussion that included concerns about pet's health, vaccination records, foster group documentation (of person and/or pet) and more. No agreement was reached, and the discussion ended with the understanding that the committee would talk about it again at the next meeting.
- At the Board meeting (7-25-16) the same idea was presented. The notes state the request came from the Training Committee. There are no mention of the committee's concerns and the action passed. ". . . to allow foster dogs to be in class at no cost provided the class has room in it, trainer approved of it, and proof of the dog being a foster is received." These meeting notes state that this information would be presented at the next general membership meeting – it was not. Nor were the training staff notified of this action.
- Upon review of the committee meeting notes (posted online at a later date) it states that the committee 'suggested' this option be presented to the Board for their approval. However, Marilane's personal handwritten notes show there was no agreement, vote or approval of this idea by the committee. Rather this idea was tabled on July 20th. By the time the committee meeting notes were posted online, the actions by the board had already occurred. There was no way to respond to the committee notes to clarify this issue.

REQUEST:

I am asking that the 2017 Board revoke the 'Free Class to Foster Dogs' effective immediately.

With considerations to our members who deserve 'perks of membership' and our training staff that works with the understanding that they are the group's income, we need to address several issues before providing unlimited 'free classes' to the general public. This includes how it will affect the club financially, how it might affect our staff or other students, and what documentation is needed by fosters in order to comply with our club rules and more.

If this concept were to be reinstated in the future, then our club members who have a history of foster (like Cheryl, Maria and Deassa) should benefit first. The group must review of our rule and guidelines and create additional guidelines as needed to protect all parties.

NAPA VALLEY DOG TRAINING CLUB
General Meeting Minutes
February 13, 2017

UNAPPROVED

1. Call to order and welcome – 7:35pm

2. Treasurer's Report:

Linda reported 2016 final net profit is \$20,009.32; Rent has decreased from \$6600 to \$3300; \$12,882 in discounts in vouchers in 2016 – not included in the profit figure above. These records are available in the office to look at.

3. Vice President's Report:

At March meeting, Dr. Blevis will speak about Nutrition. Members should email questions to ask her to Sandy or Stephanie.

4. Sunshine:

We need a sunshine person. Bobbie was asked and declined.

5. Office:

3 people are working weekdays and weekends. Vange is looking for workers for next session.

6. Training:

- a. Instructor's signed contracts, lists of approved training staff, and other administrative paperwork is getting completed &/or updated.
- b. Session 2 is open for sign-ups.
 - i. The size of standard classes (Puppy, Adolescent Dog and Good Manners) might be limited due to staff availability.
 - ii. No class will be cancelled until February 27.
 - iii. We hope that our special classes are a big success. If anyone is interested, sign up tonight.
- c. Judy Gamet will be taking our club and special class information to a workshop this weekend. If any member is going to a canine event, we hope they will take materials to help promote our club and classes.
- d. Equipment:
 - i. At the January Board meeting, it was approved that kiddie gates used in classes be checked, cleaned and feet glued on. Stefanie is already working to fix / replacing broken feet.
 - ii. It was proposed and approved at the February Board meeting to purchase of one (1) Sports KLiMB 'platform'. Item can be used in any class and could replace the old agility table.
- e. Broken sign - Linda is having her son fix.
- f. Next committee meeting planned for 6:30pm on Wednesday, February 22, 2017 at the dog club. Committee will be setting Session 3, deciding on summer activities and more.

7. Building:

Stephanie is making repairs on baby gates. Building will be sprayed Thursday of week off.

8. Newsletter:

Vange suggested an item... What have you learned from your dog?

9. Publicity:

2 new flyers are being made for distribution. One to students at beginning and end of class inviting them to join the club and the other is really a packet to go to vet offices to give to patients. Decision made to make them in color this time.

10. AOCNC:

Joy, Mary, Donna, Sue – went to rally ring. 62 dogs ran from our club. Cow Palace last weekend.

11. Old Business: VST – L. Wargo says all is a go.

- a. Banquet – no final yet
- b. Dog Play Seminar- 22 attended. Karen Oliver was great
- c. Linda talked to Deassa about using the building and details are still being worked out.
- d. Keys need to be returned to Stephanie right away or the number we have given to her. Keys still missing.
- e. Building lease is missing. Joy was asked where it is and she says she will look and check with Geri.

12. New Business:

- a. Judy Gamet renting equipment –
approx. 16 ring gates to pick up 2/17 approved @ \$25.
- b. Marilane encourage everyone to go to Bark in the Park 2/26 3-5PM
- c. We should get nose work classes/seminar going.
- d. We need to get 2018 Obedience decided soon.
- e. Interest list passed around for members to indicate things they would like to participate in for this year. Marilane will get it in the newsletter.
- f. \$40 refunded to Paws for Healing due to last minute emergency cancellation.
- g. Sue will post brags in the newsletter if you send them to her.

13. Meeting adjourned at 7:20 PM

Submitted by Carol Coawette



**NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES
MARCH 6, 2017**

Approved

Meeting was called to order by President Linda Luchsinger at 6:55 pm at the home of Sandy Bonifield.

Board present: Sandy Bonifield, Linda Luchsinger, Carol Coawette & Stefanie Meinhardt.

Committee Chairs: Marilane Bergfelt and Vange Leonis.

Absent: Joy Wood, D Marlowe and Kim Leslie.

Minutes from February - Approved

Treasurer's Report: Absent

President's Report: Linda

Reminder we still need a Secretary, a general board member and someone to take care of Sunshine.

Vice President's Report: Sandy

At the March 13th General Meeting our guest speaker will be Dr. Mara Bleviss from Silverado Vet Hospital. We will have our meeting up to 7:00 pm then break for our speaker and resume the meeting if necessary after our speaker leaves.

Membership: Sandy and Carol

- a. Because of the late start on renewals (after beginning of 2017) the board will need to actively reach out to members. Quick discussion concluded with an agreement to send a mailing that will include a letter and membership renewal form. Carol will draft the letter.
- b. Vange mentioned the expansive email list of contacts made via the class reviews (ChimpMail). Currently no one is using. A discussion followed – outcome is that Vange will talk with Sue and report to the board at the next meeting.

Office: Vange

Continued needs one more person to work the office. All other issues are working themselves out, with Vange spending additional time during Week 2 to help entry level classes.

Training: Marilane

1. Session 3 is almost set, with a few small details to be clarified before posting. Marilane will get that done and send final updates to Sue, Vange and Sandy.
2. At the committee meeting held on Wednesday, February 22nd the staff voted unanimously to try Summer School format in Sessions 4 & 5, 2017. Instructors are writing and sending proposals for committee review. (See attached for note on the Summer School Concept.)
 - a. Question: How to ensure that club classes are financial successful – AND – that members can use their vouchers easily in this new 3-week format? After a discussion, the Board agreed to change the maximum amount of vouchers allowed for NVDTTC / Club Classes to \$40 for Sessions 4 & 5 ONLY. There will be no change to Specialty Classes. MSC
3. Nose work class - Donna Golemon submitted an outline. Board liked the idea of offering ongoing scent classes. Marilane will contact Donna and ask for a more detailed outline and class lesson plans (as required for a formal proposal).
4. Request to reinstate Deassa Binstock as an instructor for reactive dogs and entry level classes. Marilane will have her sign the standard contract before teaching classes. MSC

Building: Stefanie

- a. Stefanie made new feet to replace broken ones on the kiddie gates. She also glued the feet on – thank you!
- b. She continues to work on finding the last of the missing keys. She will ask again at the general meeting and get signatures from key holding members. If we cannot account for all the keys, we will put a new lock on the door and order non duplicating keys again.
- c. The new bicycle rack (on the center wall) is coming loose. We will ask Karl Luchsinger to fix it. A follow up discussion concluded with a suggestion that the Club use Karl as an paid handyman to fix those things as needed. It was MSC by board present, with Linda abstaining.
- d. Stefanie asked Marilane about ideas on covering the wall mirrors for events, like seminars. Linda Wargo had some ideas and might be willing to help. Marilane and/or Stefanie will contact Linda.

Newsletter/Website: No Report

Publicity: Absent

1. Francis Anamosa volunteered to continue Facebook advertising. The board wanted to know the cost and agreed to continue for 6 months.
2. Vange requested Marilane print ½ page fliers for the special classes (like Beyond the Basics). Since Marilane is printing at her home / her expense - - she will provide a limited number. If the board wants to make large numbers of class fliers, then Minuteman Press or other company will need to be used and cost considered into Publicity budget.

AOCNC: No Report

Old Business:

- a. Critter Comforter labels – the board agreed to pay for 1000 labels to go on the blankets given to adopters at the humane society. The cost \$220.00. The invoice was put into D Marlowe’s box.
MSC
- b. Lease: At the Board’s request, Pat Martin contacted the management to discuss new options. She was able to get a 3-year lease option. Board agreed to the increases (see below). MSC

6/1/17 to 5/31/18	\$3600.00
6/1/18 to 5/31/19	\$3816.00
6/1/19 to 5/31/20	\$4045.00

New Business:

1. It was proposed that Marlene Soldavini receive free classes for the remainder of 2017 to use with their new puppy. MSC
2. It was proposed that Marilane Bergfelt, Vange Leonis and Sue Osborn receive vouchers in the amount of \$120 for the extra effort they give to the club. This is the same amount as board members. MSC
3. Donna Golemon inquired about the rules for getting an award. The current rules / guidelines were agreed to by the membership and are noted in general meeting notes. A refresher: To receive an award the individual must attend 3 meetings, work on at least 1 club event and be a current club member. In addition only AKC titles are recognized. Question: Since the Club is not having many trials in 2017 how can members meet the requirements? A committee was formed of Sandy, Vange, Stefanie, and Carol to review the current requirements and adapt them so that members can receive their recognition. The committee will put the updated information into the club’s Guidelines and Procedures document.
4. A 3-week class credit was approved for Mary Ash’s student due to the floods.
5. Napa Humane is holding their annual Walk for Animals on August 6, 2017. They have offered for the NVDTTC to have a booth. Linda & Vange will help man the booth, with more bodies welcomed.

Meeting adjourned at 10:15

*Linda Luchsinger & Marilane Bergfelt
Acting Secretaries*

Training Committee Update on Summer School Concept

(Update by Marilane Bergfelt, 3-2017)

Committee agreed to provide 3-week classes in Sessions 4 & 5, 2017. Key points included:

- Puppy, AdoDog and GM1 will remain in the standard format of 6-weeks.
- All intermediate & advanced classes will be adapted to a 3-week format – OR – substituted with a class that encourages wider interest from the public / members / students.
- All approved instructors who want to teach classes will have the opportunity. Summer School format should not prohibit anyone from teaching or take away interests of students / members.
- Currently approved classes may be adapted for this shortened format without committee review. Approved instructor(s) will send Marilane a list of activities planned for each week.
- New / Summer School classes will have a written 'proposal' completed, including simplified weekly activities, for committee review. Instructors are encouraged to work together to create classes that can be taught by multiple staff members. Review by the committee will be via email / digital format.
 - Deadline for all class proposals is: March 11th.
 - Instructors are to send hardcopy or digital version of your ideas to Marilane. She will email them to the committee for review in prep for our next committee meeting. We will set Sessions 4 & 5 at that time.
 - Committee Meeting on Monday, March 20 at 6:00 PM.

FOR BOARD CONSIDERATION:

The committee **will not** address issues regarding sign-ups, registrations, vouchers, etc., rather this will be decided by the Board. This includes how to ensure the summer school classes will be break-even to profitable?

FYI - Current Fee Rate is:

- NVDTC 3-Week Classes: \$65 class fees; discount \$5; voucher \$50 (max)
- Specialty 3-Week Classes: \$70 class fees; voucher \$20 (max)

**NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
MARCH 13, 2017
UNAPPROVED**

Called to order 6:35 p.m.

Minutes: February minutes MSC approved as published in the newsletter

Treasurer's report – as of 2/28/17

Checking 28,786.19

Savings 22,227.20

President report – We are still in need of a permanent Secretary and a general board member.

Vice president – Sandy Bonifield – Our guest speaker tonight is Dr. Mara Blevis from Silverado Vet speaking on nutrition.

Office – Vange Leonis – The office could use some additional help. It would be 1 ¼ hours per week and the person would receive a \$40. Voucher in return.

Training – Marilane Bergfelt – A proposed new 3 week summer school schedule for some classes. Summer tends to be small classes because of vacations etc. The training meeting is set for 3/20 and the schedule will be put in place then. Session 3 is set and future sessions will be determined at the 3/20 meeting.

Building – Stefanie Meinhardt – Key #7 is still missing.

Newsletter/website – Sue Osborn. No report

AOCNC – Mary Ash – No report –

Publicity – No report

Old Business – VST Test – no report Events: The Walk for Animals is in August. Vange, Kim & Linda will man a booth with club information and a “teach a trick” or exercise due to space limitations.

New Business

The Farmers Market will be from April 12 to Nov. 21. Saturdays 8 – 12:30. At a cost of \$35.00 per year the club can set up a booth to get the word out about our training program. This does not have to be every week, but possibly once a month.

New Members: Bob Bunger and his Husky Eskimo x

Jackie McGrath & her Irish Terrier

Haley & Meridith Jensen and their Border Collies & Corgi

A letter was created by the Board (Carol Coawette) to send to members who have not renewed their membership to invite them back.

Speaker – Dr. Mara Blevis from Silverado Vet.

Adjourned 8:30

Acting Secretary

Linda Luchsinger



NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES

April 3, 2017

Approved

Meeting was called to order by President Linda Luchsinger at 6:35pm in her home.

Board present: Linda Luchsinger, Carol Coawette, Kim Leslie, D Marlowe & Stefanie Meinhardt.

Committee Chairs: Marilane Bergfelt and Vange Leonis.

Absent: Sandy Bonifield & Joy Wood

Minutes from March 3, 2017 – Approved

BOARD REPORTS

TREASURER - D. Marlow

- a. Checking: \$ 28,786.19 (dated February 17, 2017)
- b. Savings: \$ 22,227.20 (dated February 17, 2017)
- c. Financial Log-In Sheet (from class fees, selling equipment, etc.) is put in office binder weekly.
- d. Finance Overview - Linda will have the club's annual books done in a few weeks and that will help moving forward.

PRESIDENT - Linda

1. Gerry Glantz - Family notified Linda today that the memorial will be held in the afternoon of May 6th in Angwin. Board discussed how the club might best acknowledge Gerry. It was agreed that the subject would be brought to the general membership.
2. Lease has been signed and emailed, per instructions. Linda is waiting to get confirmation / co-signed copy.
3. Critter Comforters - Check for labels was sent to company and Gwenn McKenzie notified.
4. Contact Marlene regarding Free Classes (3-3-17) – Linda will email Marlene directly.
5. Provided vouchers to Vange and Sue Osborn (per 3-3-27) – Linda will complete.

VICE PRESIDENT -

- a. Speaker / Dr. Bleviss, Thank You card to be sent by Sandy.
- b. Vouchers – Linda will complete vouchers for the current session (Session 2) and any overdue ones. Marilane will help ensure the vouchers are delivered.
- c. Registrations for 3-week / summer classes – There are questions and issues to resolve. Marilane and Donna have started a list of things to consider. This list was given to Vange and D., with a copy provided for Sandy.
- d. Future guest speaker – Dr. Bleviss suggested Canine Guardians (local service dog group). After a short discussion it was agreed either Marilane or Sandy would contact the group.

SECRETARY -

1. Board Meeting Minutes - Jan, Feb, & March 2017 are done and approved. April meeting notes will be completed by Marilane. A sign-up sheet was passed around to ensure meetings are covered.

2. General Meeting Minutes – Jan and Feb 2017 are done and approved. March 2017 is still in the works. April meeting notes will be completed by Marilane. A sign-up sheet was passed around to ensure meetings are covered.
3. Refreshments for General Meetings (includes set up and tear down) - A Sign up sheet was passed around for remainder of year.

BUILDING - Stefanie

1. Door Keys – Number 2 is still unaccounted for.
2. Ross Mini's contact information on file is correct. Stefanie is waiting for a response to her messages.
3. Overflowing toilet - Incident was not noted on the office clipboard so difficult to discuss with property management. Thank you Maria Giaccio for handling!
 - a. Broken Street Sign – Karl fixed it. Thank you! **COMPLETE**
4. Broken Wall Bike Rack - Linda will talk to Karl about working on it.
5. Fans:
 - a. Stefanie will clean wall fans.
 - b. Standing fans are needed for the hot weather. Anyone with ideas, please send them to Stefanie. Noise is an issue and quiet fans are appreciated.
6. Covering Mirrors – Stefanie has been working on this and has ideas. Kim may be able to provide PVC for free. Linda Wargo found a product at IKEA and will forward information. Marilane and Stefanie will work together and report back.
7. Building Upkeep and Cleaning – There was a short discussion on updating the training room. Painting wall(s) and putting down new mats would be part of the project. The board agreed to ask Karl for his input and possible associated costs.
8. 2 large bags of sheets were donated for club use. Marilane will check & clean before replacing damaged sheets. The remainder will be donated elsewhere.

MEMBERSHIP - Carol

- b. Membership Roster / Membership Counts - Carol provided updated hard copies of the roster.
- c. Membership Letter – 14 letters with membership renewal forms were mailed. Response has been positive. **COMPLETE**
- d. Membership List - There was confusion about a renewal from Moya Del Pina in late 2016 for 2017. Committee did not know this was Anne Moya, plus the membership application had not been updated at that time. Carol will ask Anne to complete the current 2017 application.
- e. Mail Chimp - Vange reported there are 280 people on that list and she will be adding those 'interested in membership'. Newly created emails sent will include a link to the newsletter, invitation to attend a meeting, benefits of membership, and how to become a member. The contact will be VP / Sandy. There is no cost for this outreach.

PUBLICITY - Kim

- a. Newspaper Advertisement – The club should review the wording to ensure we are getting the best value. Currently the cost to have an ad in the Register is about \$130 for 14 day run / digital and printed newspaper.
- b. Kim has been working on the PR Package for animal businesses. It will include an introduction letter and key information about our club. Board and club members will be recruited to distribute.
- c. Facebook Advertising – No one has communicated with Frances yet to learn about costs and outcome.

- d. Farmers Market – Need volunteers to cover days before sending in application. There were questions about logistics (tables, canopy, etc.) and Kim will continue to work on it.
- e. Rack Cards - Supply is running low. Kim will contact Sue Osborn.
- f. Idea for Further Outreach to Past Members – There was a short discussion that included sending a mailing to past members who might be interested in returning.
- g. Color / Printed Fliers to Promote Classes - Marilane has been printing a limited number from her home. Question arose about posting those fliers more places and how much money should be spent? It was agreed that this might be answered once the Financial Overview is completed.
- h. Summer School PR Ideas – Sue has created an 8.5” x 11” colored flier to promote the 3-week classes. There were some suggestions and Marilane will work with Sue to get that completed asap.
- i. Stefanie shared ideas on ways to promote / highlight the club entry and classes. She will continue to research and if needed, we’ll speak with Ross.

COMMITTEE REPORTS

AOCNC – No report.

OFFICE – Vange

- a. Currently the office phones are covered by herself, Kim, Roberta and Sandy. She is working to ensure Session 3 Orientations have someone in the office.
- b. More copies of the Phone Message Log are needed. Marilane will have those done.
- c. The 2016 records need to be archived. Donna Golemon offered to complete and Marilane will make sure she has storage boxes.

NEWSLETTER - No Report

TRAINING - Marilane

Staff:

- a. Deassa Binstock has signed a 2017 contract. Per the March board meeting she is approved for Puppy, AdoDog, GM1, plus Reactive Dog classes.
- b. Laurie Morris has received committee approval to assist Puppy and GM2. Board approval would expand her skills to Puppy, Adolescent Dog, GM1, GM2 and CGC. **MSC**
- c. De Britz has received committee approval to assist GM2 and CGC. Board approval would expand her skills to Puppy, Adolescent Dog, GM1, GM2 and CGC. **MSC**

Classes:

1. Committee has agreed to adapt current Puppy, AdoDog and Good Manners 1 lesson plans to adjust to 6-week format and smaller space. Donna will work on in the upcoming months.
2. Scent Work Class – Donna Golemon provided a completed proposal for consideration. Concerns about dogs left in hot cars and ideas on how that might be mitigated were discussed. In the end the Board decided to ask Donna to come to the May board meeting so she can share her insights. Marilane will adjust Sessions 4 & 5 so that Scent Work classes can be added at a later time.
3. Summary of Summer School Classes - Committee supported concept for Sessions 4 & 5. 3-week class proposals were provided to committee members digitally and they met on 3-20-17 for review and input. Marilane completed all updates as discussed by the committee.

- Beginning Tricks; Community Exploration Walks, Fun Games, Intro to Therapy Dog Skills, Puppy Playgroup 1, Puppy Playgroup 2, Recall Games, and Small Dog Social were approved by the board via email prior to this meeting.
- Summer Classes Needing Approval - Intro to Clicker (Hot Item), 3R's – Reliable Recalls and Retrieves, and Surfing the Disc.
Board voted with 4 'Yes' and 1 Abstention – motion passed. **MSC**

OLD BUSINESS

- Final report for Karen Oliver Seminar: 18 participants; 1 club committee member (Marilane – no charge to attend) expenses shown & net profit before distribution is \$352.39. Club's portion of that will be 40%. FYI: Marilane has donated expenses for seminars to date - \$75.
- Tracking Trial – No final report yet.
- NVDTA Award Review / Committee - Stefanie sent committee an email directly after the last meeting. She will resend.
- Napa Humane, Walk for Animals – August 6, 2017. Linda and Adrienne Amdahl, Napa Humane contact, are communicating.
- Ramsey Nosework - no updates since January. Board agreed that until someone steps forward to actively work on this project, it is TABLED.
- Rally Fun Day – Joy proposed at January general meeting 2017 but no update.

NEW BUSINESS

- Marilane met with Wendi Piscia, Napa Humane's Executive Director, to discuss ways the two nonprofits can work together and/or support each other's activities.
- Canine Good Citizen Evaluators / Testing – There was a discussion regarding ways to provide the evaluation, ways to help prep pets and owners and how best to support / supply qualified evaluators. Board agreed to support ideas and looks forward to more information.

Meeting adjourned at 10:00pm
Submitted by Marilane Bergfelt



NAPA VALLEY DOG TRAINING CLUB INC
GENERAL MEETING MINUTES
April 10, 2017

Unapproved

Meeting was called to order at 6:32pm.

March 13, 2017 minutes were TABLED till after tax season. Linda will email then to Sue for the newsletter.

BOARD REPORTS

TREASURER'S REPORT - absent

- a. Checking: \$ 28,786.19 (dated February 17, 2017)
- b. Savings: \$ 22,227.20 (dated February 17, 2017)

PRESIDENT - Linda Luchsinger

1. Gerry Glantz - memorial. Gerry was a longtime, devoted member of the club and the group would like to do something special. A few ideas were shared including renaming the club's service award in her honor. Her family is planning a memorial on Saturday, May 6th at 3:00pm in Angwin. Members will be sent information via email as details become available.
2. Gerry's brother, Keith, will give the club boxes of materials for our group and AOCNC. Linda will handle / disperse boxes when they arrive.
3. Lease – 3 year lease was signed and sent to property management. We are waiting for the co-signed copy.
4. Still hoping to fill the Secretary and General Board Member positions.

VICE PRESIDENT - Sandy Bonifield

- a. Positive feedback from the March meeting speaker - Dr. Bleviss.
- b. New members: Scott and Donna Albini with little golden, VeeVee. MSC

BUILDING - absent

Marilane reported that Stefanie has fixed and glued all the feet for the kiddie gates and cleaned the wall fans. Stefanie has some nice ideas for improving our facility including ways to cover the mirrors during seminars / workshops.

MEMBERSHIP - Carol Coawette

Membership roster is kept current as new / returning members send in applications. Current membership, with tonight's new members, is 49.

PUBLICITY - Kim Leslie

1. "Welcome" letter for veterinarian offices is almost done.
2. Rack cards are needed. Kim will contact Sue Osborn to see about updates (if needed).

COMMITTEE REPORTS

AOCNC – No Report

OFFICE – Vange Leonis

- a. Currently office phones are covered a few days each week but we'd love more help. If you are interested in learning more please contact Vange at the clubhouse office.

NEWSLETTER - No Report

- Reminders:
- 1) Submittal for the newsletter is the 20th of each month.
 - 2) Send in photos of your dog(s) for Sue to use in the newsletter, website and other club publications / publicity.

TRAINING - Marilane Bergfelt

Committee members and board have approved the 3-Week Summer School concept. Instructors have provided proposals that were reviewed and accepted by the committee and board. These classes will be offered June through September 2017 (Sessions 4 & 5). Entry level, rally and freestyle classes will remain in the 6-week format.

OLD BUSINESS

1. VST Test – committee had it's final meeting on April 10th. It appears there was a \$50 profit this year. Judges are set for 2018, including Kaye Hall. Final information will be sent to the board.
2. NVDTA Award Review / Committee - In light of the changes in our club sponsored activities, we want to ensure members who achieve titles are able to earn a plaque from our group. Sandy, Vange, Stefanie & Carol will review and provide suggestions.
3. Rally Fun Day – Joy Wood proposed in January 2017. Linda will contact Joy to see if she has any updates.
4. Community Dog-Friendly Events:
 - We are a “GO” for Napa Humane’s Walk for Animals on August 6th.
 - Bark for Life is changing the event date (from May). Marilane will share the information when it becomes available.

NEW BUSINESS

- a. Marilane asked if members could bring their well-mannered dogs to meetings. No discussion or decision was reached.
- b. May 8, 2017 will be “Bring Your Dog to the Meeting”. Some equipment will be set up for folks to try / use. Attending dogs should be both people and friendly, have a mat to rest on, and their owner should bring some yummy training treats.
- c. June 12, 2017 will be a Pizza and Salad Party. Those with special diet needs should let Linda Luchsinger know beforehand.
- d. Scent Trial – Vange and Linda L. offered to work on a committee for a 2017 scent trial. Donna Golemon and Linda Wargo were asked to get the ball started by looking at dates and helping with details.

Meeting adjourned at 7:45pm

Marilane Bergfelt, Acting Secretary

NAPA VALLEY DOG TRAINING CLUB
BOARD MEETING MINUTES
5/1/17

I. CALL TO ORDER

- A. President, called general meeting to order at 6:37 p.m.
- B. Board & committee members present: Linda Luchsinger, Carol Coawette, Sandy Bonifield, D. Marlowe, Stefanie Meinhardt, Marilane Bergfelt & Vange Leonis. Absent: Joy Wood and Kim Leslie.

II. MINUTES Approved April minutes

III. TREASURER'S REPORT

- A. Savings: \$ 22,228.34
- B. Checking: \$ 36,528.35
- C. Comments/Issues: 2 refunds requested by Marilane for two families: Great Dane, Adolescent Dog & Jack Russell, Good Manners 1. Paperwork is complete and ready for treasurer. MSC

IV. BOARD REPORTS

- A. PRESIDENT: Linda will drive to Gerry Glantz's memorial (up to 8) on 5/6 @ 3PM.
- B. VICE-PRESIDENT: Sandy went over office procedures & jobs.
- C. BUILDING:
 - 1. Stefanie is looking into more standing fans. Approval given for up to \$250. MSC
 - 2. She is also looking into PCV rods w/ sheets to cover mirrors for events. Kim might have some PVC pipe the club can use.
 - 3. Marilane to contact Ross Mini to verify the number of his key(s). Club is still unable to locate one.
- D. PUBLICITY: No Report

V. COMMITTEE REPORTS

- A. OFFICE: Vange – New specialty and session 4 & 5 class binders are created.
- B. TRAINING: Marilane
 - 1. Donna Golemon provided detailed information about the proposed nose work classes. Dogs to stay in owner's cars until their turn in the building with scent. Standard club class fees, vouchers and discounts will be in place. Members have priority to sign up and an Interest List will be shared at the next general meeting. Currently planned for Tuesdays at 8:30-9:30AM and 7:30-8:30PM.
 - 2. Happy Summer Tails (2017 Special Summer Classes) are ready for sign-ups. Fliers have been designed by Sue Osborn for reproduction in color and black/white. Marilane will make copies and work with Kim to get out to locations, plus connect with Sue and Francis for internet outreach.
 - 3. Training staff contact pages have been updated, posted in the office and sent to training staff. All current instructors and assistants are included.

VI. OLD BUSINESS

- A. VST report is in the newsletter.
- B. Awards committee (Vange, Stefanie, Sandy, and Carol) to review & update requirements to earn a plaque from the Club. Stefanie will resend her notes to the committee. Group will work to put something in writing by the June board meeting.
- C. Lease renewal is signed and in force.

VII. NEW BUSINESS

- A. LAPS is approved to rent some chairs & gates on June 4, 2017 for \$25. MSC
- B. Carol is going to write a letter to be sent to students requesting information about joining the Club. This letter will be sent out via MailChimp.
- C. The board agreed that AOCNC and Newsletter / Website would no longer be included on the regular agenda. These items will be addressed when committee chairs send information.

VIII. Meeting Adjourned 8:35PM

Respectfully submitted: Carol Coawette & Marilane Bergfelt



NAPA VALLEY DOG TRAINING CLUB INC
GENERAL MEETING MINUTES

May 8, 2017

Unapproved

“Bring Your Dog to the Meeting” was called to order at 6:35pm.

Minutes: April accepted (both) published & unpublished

BOARD REPORTS

TREASURER’S REPORT - D. Marlowe

- a. Checking: \$ 36,528.35
- b. Money Market: \$ 22,228.34

PRESIDENT - Linda Luchsinger

- 1. Gerry Glantz’s Memorial is planned Saturday, May 6th at 3:00pm at Scales, Chapel Pacific Union College in Angwin. Members will be attending and if anyone wants to share rides, contact Linda.
- 2. Stefanie Meinhardt lost her dog, Poppy, suddenly. She is missing tonight’s meeting and our thoughts are with her.

VICE PRESIDENT - Sandy Bonifield

- a. If anyone has ideas for speakers or wants to do a demo &/or presentation, please let Sandy know.
- b. New member: Medith Jayne. She currently doesn’t have any dogs but is looking for a medium sized dog. (I bet we have lots of suggestions.) MSC

BUILDING - Stefanie Meinhardt (absent)

Marilane reported that Stefanie purchased standing fans for training classes. They are very quiet and really nice. Plus, Stef continues to work on other projects around the building.

MEMBERSHIP - Carol Coawette

Be sure to get your voucher for tonight’s meeting before leaving.

PUBLICITY - Kim Leslie

- 1. “Welcome” letter is done and ready for distribution. The county shelter will be putting in their adoption packets on a regular basis.
- 2. ‘Happy Summer Tails’ fliers were created by Sue Osborne and ready for distribution also.
- 3. Member were asked to help get this new information into veterinarian offices, local pet food locations etc. People met Kim after the meeting and took fliers and letters to share. Thanks!
- 4. Rack cards are in the works.
- 5. Continued regular postings on Craig’s List and in the local newspaper.

COMMITTEE REPORTS

AOCNC – Sue Osborn (absent)

- a. Mary Ash shared that the Summer Workshop is planned for July 30th at Cal State Hayward. Our club traditionally sponsors a ring and volunteers will be needed. More information to come via email and/or the club newsletter.
- b. With the loss of Gerry, our club is looking for a 2nd AOCNC Representative. For information please speak with Sue or Mary.

OFFICE – Vange Leonis

1. Everything going well and binders have been updated for all the summer sessions. Early sign-ups are encouraged for all classes, but especially the Happy Summer Tails (3-week classes).
2. Interest Lists are now in a binder. Previously on a clipboard in the office, we hope this new format will be more useful. Binder was passed around the membership.

NEWSLETTER - No Report

The group agreed the newsletter is very well done and we appreciate Sue Osborn's hard work!

TRAINING - Marilane Bergfelt

- a. Sessions 4 & 5, 2017 are finalized and posted. All levels of publicity are in the works. Fliers for 'Happy Summer Tails' classes were provided to attendees. This has been a lot of work by several training staff and board – and their time is greatly appreciated.
- b. Donna Golemon spoke about the approved Nose Work classes planned for later this year. She will be leading those on Tuesdays early morning and late evening. The interest list was passed around to members and individuals will be contacted directly once details are in place.

OLD BUSINESS

1. Variable Surface Tracking (VST) Test – The 2018 Trail is planned for the second weekend in March and a committee is needed. Please contact Sue Osborn to learn more.
2. NVDTTC Award Review / Committee - Vange, Stephanie, Carol & Sandy are working on proposed requirements for Board review by June 5th. Members will be presented with a proposal at the June General Meeting.
3. Rally Fun Day – Joy is not able to work on this event as hoped. We thank her for considering it.
4. No update on a Scent / Nose Work Trail or event. Linda Wargo and Donna Golemon will try to connect soon.
5. Thank you Stefanie for the meeting refreshments.

NEW BUSINESS - None

Meeting was adjourned at 7:32pm.

Members and their dogs were welcomed to stay after the meeting to socialize and use club equipment as part of "Bring Your Dog to the Meeting". Jumps, tunnels and games were set up for everyone's use. We thank all those who brought their furkids for some fun.

Kim Leslie and Marilane Bergfelt, Acting Secretaries



NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES
June 5, 2017

Approved

Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette, Kim Leslie, Stefanie Meinhardt & Joy Wood.
Committee Chairs: Marilane Bergfelt and Vange Leonis.
Absent: D. Marlowe

- I. Call to order – 6:35pm by Linda Luchsinger
- II. Minutes – approved as corrected
- III. Treasurer’s report – D Marlowe no report treasurer absent including no checking or saving reports
- IV. Board reports
 - A. President’s report – no report
 - B. Vice President’s report – no report
 - C. Office – per Board members request Sandy Bonifield and Vange Leonis will look into redoing the announcement on the phone to generate more complete messages.
 - D. Training – Joy to contact Laura Ecklin for her key to building. Continued circulation of fliers is needed with Pet Food Express actively sharing with customers. Per earlier conversations, Marilane confirmed she is doing lots of in-house copies/printing for the club. She will look at price for replacement cartridges for next meeting.
 - E. Building – Stephanie Meinhardt new fans cost \$151.64. Curtains/supplies to cover mirrors \$18.75
 - F. Publicity – Kim Leslie flyers posted at vet offices and Pet Food Express. Flyers given to LAPS to disburse at their next community event.
 - G. Newsletter/website – deleted from agenda
 - H. AOCNC – deleted from agenda
 - I. Vange to contact sue O. to change class evaluation form to include participant phone number. This would allow membership chairperson an additional way to contact potential new members.
 - J. Adrienne Andahl, Napa Humane, has been invited as the Guest Speaker at the July General meeting. She will speak at the beginning of the meeting.
 - K. Linda, Sandy and Marilane will ensure changes/updates made by the club in 2017 are reflected in the club’s guidelines and procedures at end of the year.
 - L. MSC – Marilane’s request that she be excused from creating a project binder for the 2015 Remodel. She will assemble key materials but does not need extensive recording.
 - M. Full Class vouchers – after researching, Marilane assessed the maximum current value of \$126.50. Board agreed that capping these at \$125 (2017 full class price) would be fair. Linda will speak with Donna Golemon before approaching membership at the general meeting.

Old Business

- A. VST test – no financial report Linda L. to contact Debbie Cain for final financial report
- B. Awards committee – MSC with changes (delete Farmer’s Market and replace with Napa Humane walk, & volunteer minimum 4 hrs.) made to requirements to earn membership plaque from club. Linda L. to submit the Board approved requirements to the June general meeting for approval.
- C. Letter to prospective new members – Carol Coawette to email Board members purposed amended letter for review. When letter approved it will be sent to Sue Osborne to be sent by MailChimp to prospective new members.

New Business

- A. MSC – check refund to John Kopilow – full amount of class
- B. MSC – voucher to Debbie Darrin – full amount of class
- C. Concern with Treasure position – Linda L. to contact D Marlowe about what assistance she may need. Stephanie, Linda I. and Sandy to with help with Treasurer duties.
- D. Facebook posts – MSC Frances Anamosa budget \$20/month for boosting Facebook
- E. MSC – partial class fee refund for Sue Osborn
- F. MSC LAPS massage class July 15, 2017 fee \$40
- G. MSC Dogs Can Dance July 29th Freestyle workshop NVDTTC gets 40% of profit and NVDTTC helps promote and shares information.

Meeting Adjourned -

Respectfully submitted: Vange Leonise



Napa Valley Dog Training Club
Minutes June 12, 2017

- I. Call to Order at 6:35 p.m., by Linda Luchsinger, President
- II. Minutes May minutes approved with no corrections
- III. Treasurer's Report – given by Linda Luchsinger
 - a. Checking account balance will be given at next meeting after account has been reviewed.
 - b. Savings account balance \$22,328.34
 - c. Sandy Bonifield will be taking over the position, approved by the general membership
- IV. Board Reports
 - a. Presidents Report, D Marlowe has resigned from the position of treasurer, and Sandy Bonifield will be assuming the position. We still have other vacancies on the board if anyone is interested.
 - b. Vice-President Report – Sandy Bonifield, Next month meeting Marilane Bergfelt has a speaker for us, Adrienne Amdahl from the Napa Humane. More information will be in the newsletter. Also, asked if Sandy would be vacating this position, and she will be doing both jobs for now, treasurer and vice-president.
 - c. Office – Vange Leonis, look for people help to answer/make calls for 1 hour a week, for the training session. You will receive a \$40.00 voucher for the job. Also, the message on the answering machine needs to be updated.
 - d. Training – Marilane Bergfelt, session in full swing,
 - e. Building – Stephanie Meinhardt, sheets have been sewn together to cover mirrors for use with different events. Joy Wood stated that she had talked to Laura Ecklin, and she still has a key to the building. Joy will try to meet with her to get the key back.
 - f. Newsletter/Website – Sue Osborn, need information for the next newsletter by the 20th of the month. Also, Marilane, to provide information about the speaker for the newsletter.
 - g. Publicity – Kim Leslie, thank you to member who took flyers to the various Vets. Please continue to do so. Session 5 flyers are available. If you are a member of Next door, or another neighbor email, please post about the club, great way to pass the word.
 - h. AOCNC – Sue Osborn, Summer workshop is July 30th, and the club is hosting either the novice ring or rally ring. We need people to volunteer for judging, to be a steward. Also, club members are encouraged to enter the match to show your dog in a trail like environment. Sue will not be able to attend as well be out of town that weekend. A clipboard was passed around for people to sign up.

V. Old Business

- a. VST Test, need final financial report, Sue Osborn stated that she had already submitted, but will resend to Linda.
- b. Awards Committee, Vange, Stefanie, Carol and Sandy to review and update what are the requirements to earn a plaque from the club. (attached, Linda to provide)
- c. Walk for Animals, August 6, 2017, the club has a booth, Kim, Linda and Vange will be working it, and looking for more volunteers. 7:30 am to noon.
- d. Gerry Glance Memorial, motion made to change the name of the Service Award in honor of Gerry. The exact wording to be decided. Motion passed.

VI. New Business

- a. Discussion in process regarding the logging of income on a more timely basis
- b. Facebook posts – board approved Frances Animosa to continue with Facebook ads, as she did last year.
- c. Limit old free class vouchers to a total of \$125.00 value. Motion passed.
- d. Joy Wood, as the club to place a half page ad \$35.00, in the Joe DiMaggio tournament flyer 4th of July weekend. Motion passed
- e. Mary Ash asked approved for the purchase of the new Rally signs. \$112 per set. Motion was approved for 1 set of signs. Mary can also purchase a new container for the signs.
- f. New Member – Tandi Blonigen, Tandi spoke a bit about herself, her dog and her involvement with the German Shepherd Rescue. Motion passed to accept Tandi as a member.
- g. Brags – Stephanie, Sue and Kim all had brags about them and their dogs.

Meeting adjourned at 7:20 p.m.

APPROVED MINIMUM REQUIREMENTS: June 2017

- Attend a minimum of 3 general meetings in the calendar year
- Be a member in Good Standing with NVDTC and AKC
- Participate in at least one NVDTC sponsored event – minimum of 4 hours
 - Trial or trial committee
 - CGC off site testing
 - AOCNC – NVDTC ring
 - Show & Go
 - Workshop or Seminar
 - Publicity – ex. Napa Humane Walk



NAPA VALLEY DOG TRAINING CLUB INC **BOARD MEETING MINUTES**

July 3, 2017

Revised

Meeting was called to order by President Linda Luchsinger.

Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette, Kim Leslie, & Stefanie Meinhardt.

Committee Chairs: Marilane Bergfelt and Vange Leonis.

Absent: Joy Wood

Minutes from May 1, 2017 – Approved

BOARD REPORTS

TREASURER - Sandy

- a. No balance reported. Checkbook being brought up to date.
- b. Sandy will write a letter regarding a bounced check written on a closed account.
- c. Sandy returned a check from Yolanda who submitted her class fees even though she had not attended a class. She was having problems with her CDL and couldn't attend.
- d. Sandy will pay Southgate Mini storage for June and July. They do not send an invoice.

PRESIDENT - Linda

A thank you letter from PUC was received for our donation of \$100 to their student aid fund in memory of Gerry Glantz.

VICE PRESIDENT - Sandy

Adrienne Amdahl from Napa Humane will be our guest speaker at the general meeting on Monday, July 10th. She will be speaking at the beginning of the meeting.

BUILDING - Stefanie

1. Need to remind everyone to lock the front door if you are the last one leaving. Tuesday morning the door was found unlocked.
2. Waiting for return of key from Laura Ecklin. Joy to try to connect with Laura.
3. Stefanie will purchase paper / cleaning supplies as needed.
4. She requested money to purchase a large shower curtain to cover the top shelves to keep the dust out. The board approved up to \$100. MSC
5. The building will be sprayed for fleas on 7/17/17 at 2:30 pm during our closed week.

MEMBERSHIP - Carol

- a. Membership roster is kept updated monthly.
- b. Chimp Mail letter almost done. Carol will send to board for final reviews before Vange uses as part of Outreach.

PUBLICITY - Kim

Kim & Marilane have been working on ideas for Outreach. Marilane communicated with Frances and Sue to create a list of ideas which were shared with the Board. After a brainstorming session:

1. Verify that all free listings for club meetings, upcoming events / guest speakers, etc. are used at the Napa Register. (Marilane)
2. Discontinue classified ad in local newspaper – but see if other types of advertisement in that publication get better results.
3. Consider ideas for newspaper article to highlight the club. Anniversary? Other?
4. Update the AKC website to show current information in all locations NVDTTC is listed. (Marilane)
5. Double check that our club's website gets hits on searches via google, yahoo, etc. (Stefanie)
6. Facebook – share with membership that typing '@napadogtraining' in their post activates our club's facebook link. (Marilane)
7. Review materials on DogTec for ideas. (Kim)
8. Participate / support pet friendly community events. This includes upcoming activities (see Old Business) and look into Harvest Festival Parade & Earth Day. (Kim / Marilane)
9. Update rack cards and get printed for upcoming public events and businesses. (Kim)
10. Farmers Market – tabled until which time member(s) volunteer to run activity.
11. Napa Humane – work more closely with staff. (Marilane)

COMMITTEE REPORTS

OFFICE – Vange

- a. Mary is doing the office on Thursdays now. Thank you!
- b. Sign-ups for Session 5 are slow but picking up.

TRAINING - Marilane

1. Tracking class is set. Working with Deb Crain on specifics and flier.
2. Sessions 6 & 7 are getting final touches. Returning classes include CGC and Novice Obedience. Marilane will work with Kim, Sue and Frances to get information PR'd posted / shared.
3. Will email staff for a committee meeting to set beginning of 2018.
4. Discussion of different ways to prepay for classes and/or accept credit cards. We will check on different options: PayPal – Stef. The Square – Kim. Rabobank – Linda & Sandy.
5. Long lines donated by Napa Humane. Marilane will repackage all longlines and make more accessible for classes.
6. Vange will call people on the interest / wait list for the scent work classes to begin session 6.

OLD BUSINESS

- A copy of the new awards qualifications will be given to the general membership on July 17th.
- A reminder to give Sue & Vange \$120 in vouchers for the jobs they are doing. This was approved several months ago.
- Walk for Animals on August 6, 2017:
 - We are printing 500 copies with a voucher for \$15 off any 6-week class. This coupon will expire 3/31/18. Marilane will work with Sue and deliver to Napa Humane. **MSC**

- Club will have a booth with activities for participants. Vange, Kim, Linda and Sandy will work on details.
- Bark for Life on Saturday, August 12, 2017:
 - Agreed to offer a raffle prize for a free class & a leash. (Estimated value \$145.) **MSC**
 - Marilane will work with event coordinators to ensure the club helps promote the event.
- No update on a possible scent seminar or trail. Hopefully Linda W or Donna will attend the general meeting next week.

NEW BUSINESS

- Lea Ronald notified the board that PSI will be sending a new contract for cleaning the building. The cost will go up slightly due to rise in costs.
- It was agreed to reimburse Marilane for the cost of a toner and ink cartridges. She will submit her receipts when she does the purchase. The cost will be approximately \$220. **MSC**

Meeting adjourned 9:15

Submitted,

Linda Luchsinger and Marilane Bergfelt

NAPA VALLEY DOG TRAINING CLUB

GENERAL MEETING MINUTES

JULY 10, 2017

Call to Order: 6:30

Guest Speaker – Adrienne Amdahl from the Napa Humane Society. Adrienne gave a talk on the Walk for Animals on Aug. 6 from 9:30 to 1:00. Saturday they have a shot clinic from 7:30 to 11.00am at the clinic.

Minutes – May minutes approved as printed in the newsletter – MSC

Treasurer's report: Sandy Bonifield

- Checking as of 6/30/17 37451.15 Balance as of 7/10 is 32595.65
- Savings “ 22234.95

President report: Linda Luchsinger

- Linda read a thank you letter for the \$100 donated to PUC in memory of Gerry Glantz

Vice president: Sandy Bonifield – We voted in 2 new members Sue DeMille & _____ MSC

Office: Vange Leonis – It was agreed to reimburse Marilane Bergfelt for the cost of a toner cartridge & ink cartridge. Mary Ash is covering the office on Thursdays.

Training – Marilane Bergfelt – Session 4 is finished and session 5 is starting. Handouts for the students for session 6 are being worked on.

- Tracking class dates are set for 10/18 to 12/13

Building: Stefanie –

- Need to remind everyone to lock the front door if you are the last on leaving. Tuesday morning the door was found unlocked.
- Joy Wood will connect with Laura Ecklin for the return of her key.
- Stefanie requested money to purchase a large shower curtain to cover the top shelves to keep the dust out. The board approved up to \$100. MSC

Membership: Carol Coawette:

- Carol is keeping the membership roster updated monthly.
- Chimp mail letter is almost done. Carol will send to the board for final reviews before Vange uses as a part of outreach.

Newsletter/Website: Sue Osborn – 7/20 is the deadline for submitting articles or announcements.

Publicity – Kim Leslie

Kim & Marilane have been working on ideas for Outreach. Marilane communicated with Frances and Sue to create a list of ideas which were shared with the board.

AOCNC – Sue Osborn. The deadline for the Summer workshop is 7/19 for the 7/30 workshop.

Hospitality was provided by Sandy Bonifield

Old Business:

- Walk for Animals, August 6, 2017. We are printing 500 copies with a voucher for 15.00 off the price of a class to be included in their gift bags. This voucher will expire on 3/31/18
-
- Bark for life: The board has offered a raffle prize of a fee class & 1 leash. This event is on Aug 13 and is to benefit Cancer research.
- Copies are available for the qualifications to receive a plaque during our year end awards event.

New Business:

We will be signing a new contract with PSI. The weekly fee will increase slightly due to increased costs.

LAPS Training classes begin Sept.

Discussion of taking Credit cards for class fees. Kim is checking into costs.

Brag

Adjourn

Linda Luchsinger

Acting secretary



NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES
August 7, 2017

Approved

Meeting was called to order by President Linda Luchsinger.

Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette & Kim Leslie
Committee Chairs: Marilane Bergfelt and Vange Leonis.
Absent: Joy Wood & Stefanie Meinhardt

Minutes from July 3, 2017 – Approved

BOARD REPORTS

TREASURER - Sandy

Checking as of 7/31: \$ 37,636.63

Saving as of 7/31: \$ 22,237.97

PRESIDENT - Linda

- PSI contract was signed by Linda and sent to Lea for second signature. This document reflects the increase noted at previous meetings.
- Linda is working on minutes from July General Meeting.

VICE PRESIDENT - Sandy

No speakers planned for August or September General Meetings.

BUILDING -

- Joy received the building door key from Laura Ecklin. It is assumed Joy passed it onto Stefanie.
- Discussion on how to keep Sue Osborn and Pat Martin informed about building rentals. No conclusion reached.

MEMBERSHIP - Carol

Membership roster is current and filed in office binder.

PUBLICITY - Kim

- Marilane updated club's listing on AKC website. Linda will update other listings on the site.
- Kim and Sue Osborn updated rack cards and printed for upcoming public events and business.

COMMITTEE REPORTS

OFFICE – Vange & Sandy

- 3-Week classes are slow to sign up.
- Debbie Crain is handling Tracking Class sign-ups.

TRAINING - Marilane

- a. All long lines have been cleaned and are now stored in a bin. The bin is on the shelves, adjacent to the training floor.
- b. Mechanical toys are getting fresh batteries.
- c. Last Happy Summer Tails (3 week classes) are about to start. Instructors will be reminded to make confirmation calls.
- d. Session 6 & 7 are set and posted.
- e. Tandi Blonigen submitted an application to become an assistant. Marilane has scanned and sent to club instructors in prep of the next committee meeting on Sept 6.
- f. Marilane will need help setting the 2018 schedule in prep of that meeting.

Board supported the following new procedure to reduce contamination.

- Water bowls, by the front door, will be wiped out and fresh water provided before each class.
- At the end of the day, water bowls will be cleaned and left in the sink.
- Training floor will be sprayed with disinfectant after daytime classes on Wednesday – in pre of evening Puppy and AdoDog classes.
- Staff will not be asked to clean water bowls left in crates. That should be done by owners who use those crates and club items.

OLD BUSINESS

- Walk for Animals on August 6 was a success. Club provided a raffle prize of a free class and a leather leash (value \$145). Linda, Vange & Kim manned the NVDTC booth and had lots of visitors.
- Bark for Life will be on Saturday, August 12, 2017. Marilane has connected with event coordinators and provided the club's donation for their raffle. LAPS will have club materials at their table.
- Copies of the qualifications to receive a plaque from the club for titles earned during the year have been posted at the club and provided to members at the July General Meeting.

NEW BUSINESS

Ideas for seminars, workshops and speakers were shared. Will bring to general membership to see what others might be interested in and willing to help coordinate.

Meeting adjourned

*Submitted,
Linda Luchsinger and Marilane Bergfelt*

NAPA VALLEY DOG TRAINING CLUB

GENERAL MEETING MINUTES

AUGUST 14, 2017

Call to Order: 6:35

Minutes: No minutes to report

Treasurer's report: Sandy Bonifield

- Checking 31,646.18
- Savings 22,237.97

President report – Linda Luchsinger - none

Vice President report – Sandy Bonifield

- Pot luck scheduled for the Sept meeting. Bring a dish to share. Drinks & plates supplied by the club. Sue will put a reminder in the newsletter

Office: Vange Leonis Still need office help. Classes are filling for the next session

Training: Marilane Bergfelt

- Sessions 6 & 7 have been done and posted on the website. A training committee meeting is scheduled for Sept 5 at 6:30 at the club. ML will provide a light dinner. Discussion on the AKC – Trick title. Further discussion to be held at the trainer meeting.
- All long lines have been cleaned and are now stored in a bin. The bin is on the shelves adjacent to the training floor
- Mechanical toys are getting fresh batteries
- The last Happy Summer Tails are about to start. Instructors will be reminded to make confirmation calls.
- Marilane will need help setting the 2018 schedule in prep of the training meeting on 9/6

Building: Stefanie Meinhart - The back room needs to be cleaned out per the fire marshall. Curtains have been placed on the upper racks storing equipment to keep the dust out.

- Publicity – Kim Leslie - Clubs needs to purchase more rack card holders to distribute to Vet offices and places of business.
- Kim & Sue updated the rack cards and got info printed for upcoming public events
- Marilane updated the club's listing on the AKC website

Old Business:

- Walk for Animals held on August 6 went very well. The NVDTTC booth had many visitors and inquiries.
- Bark for life – A class & a leash was donated to their raffle.
- The new lease with PSI for building cleaning was signed by Linda Luchsinger. The fee increased from \$40. Per day to \$48. Per day.
- The Tracking 2018 judges have been chosen. It is March 10 & 11, 2018 and is right on schedule.

New Business:

- AOCNC Calendar: The membership voted to go ahead and place an ad in the calendar. Cost is \$10. Plus the purchase of 10 calendars @ 6.00 each.

Discussion on having a Scent trial. Club needs volunteers of at least 5 key people to run this trial. No decision was made at this time.

New Members

Diana with her Pit x & Debbie with her greyhound rescue.

Linda Luchsinger

Acting secretary



NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES
September 4, 2017

Approved as Corrected

Meeting was called to order at 6:35pm by President Linda Luchsinger.

Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette, Kim Leslie & Stefanie Meinhardt

Committee Chairs: Marilane Bergfelt and Vange Leonis.

Absent: Joy Wood

Minutes from August 7, 2017 – draft only

BOARD REPORTS

TREASURER - Sandy

No current balance available. On July 31st - Checking at \$ 37,636.63; Savings at: \$ 22,237.97

PRESIDENT - Linda

1. Thank you letter from Napa Humane regarding helping at their event in August.
2. Linda will check with PSI regarding copy of final signed contract.
3. Linda is working on minutes from July and August General Meetings.

VICE PRESIDENT - Sandy

Earlier this year Dr. Bleviss requested the club contact Canine Guardians to address the membership. The Board agreed to table indefinitely due to work load.

BUILDING - Stefanie

- a. Continued, intermittent issue with overflowing toilets. Property management notified.
- b. Broken Wall Bike Rack: Linda will ask Karl to look at it.
- c. Unsure if the fire inspection has occurred.
- d. Staff has difficulty moving heavy &/or large training equipment. Kim offered to look into easy to use handcarts.
- e. Renovation: Marilane has begun working on a list of projects in preparation of the September General Meeting.

MEMBERSHIP - Carol and Sandy

1. Roster: Board agreed that active members may request a copy of the Membership Roster by contacting Carol directly. **MSC**
2. Membership Dues: Cost of dues is reduced to ½ price July 1st through September 30th and covers the remainder of the current calendar year. Starting October 1st dues will be full price and cover the remainder of the current year and the following year also. This needs to be discussed / verified at a general meeting. Final outcome included in the policies and procedures manual.
3. 2018 Membership Application: Sue Osborne has updated and Board reviewed. Marilane will work with Sue to finish and get to Sandy for reproduction.
4. Best Practices: Marilane found a piece on the AKC website and forwarded it to the board and support members. Copies were available at the meeting (see attached). No discussion.
5. Continued Outreach (April Board Meeting): Marilane has located some of her older rosters and proposed that some people might appreciate personal correspondence. Sandy and Linda to work with Marilane.

PUBLICITY - Kim

- a. Kim might have rack card holders that the club can use at businesses.
- b. Stefanie checked google, yahoo and other internet search engines and sent her ideas to Sue for website.

- c. Follow up to earlier conversations about credit card and online payments: Kim spoke to some company representatives and will email findings to the board.

COMMITTEE REPORTS

OFFICE – Vange and Sandy

1. Short discussion about outgoing answering message. Marilane will draft something for Sandy to review.
2. Office support can't always make return calls in the evening. Vange asked for others to text her on her cellphone if more help was needed.
3. There is confusion regarding Waiting List – vs – Overflow Classes on Wednesday night. Board agreed:
 - Students wanting classes which are already Full will be given the Overflow Class option only. When they are signed up on the Overflow Class list, it should be noted that they prefer a different class time.
 - As space becomes available in Full Classes, preference will be given to people in Overflow. Date of sign-up will be taken into account.
 - People missing Week 1 (Orientation) will be told that we cannot guarantee their spot in the class. Pre-payment and papers must be received beforehand and mailed to club's P.O. Box.
 - 'Wait List' forms will only be used for classes that have NO Overflow Class option.

TRAINING - Marilane

- a. Scent Work classes will only be 5-weeks in Session 6 due to instructor's previous commitment.
- b. Krista Burgdorf (Puppy / Wed Night) - dropped class on 2nd week and asked for refund. Unfortunately her original check bounced. Marilane spoke to her 2x and sent some class materials. Krista apologized multiple times and offered to cover bounced check fee, but Marilane declined.
- c. Full Class Voucher given to Nancy Collins (who could only attend Orientation). Marilane called owner 2x to verify owner's request but received no response. Mailed to address on registration form.
- d. Additional Steps to Keep Building Clean for Young Dogs started in Session 5:
 - Training Floor was disinfected Wednesday am in prep for Puppy & AdoDog classes that same evening. Time taken by staff was approximately 30 minutes each week.
 - Building was blown and sprayed with disinfected in prep of Saturday, Puppy Playtime. Time taken by staff was 2 hours per week.

NEW:

- e. Committee meeting planned for Wednesday, Sept 6th at 6:30pm at the clubhouse.
- f. Quick review of 2018 DRAFT training schedule.
- g. Donna Albini injured her leg and missed 2 weeks of class. Board agreed to give her a partial voucher. **MSC**
- h. Question regarding instructor fee for Scent Work classes with 4 students. The Board agreed that if teaching 45 minutes, instructor can bill 75% of full pay. **MSC**

OLD BUSINESS

- Bark for Life was held on Saturday, August 12, 2017 in Napa. Event coordinators were very appreciative of the support and included the club information their event materials.
- No interest from membership to host a scent / nose work trial. Table indefinitely.
- Update on possible seminars / workshops in 2018 (see attached).

NEW BUSINESS

- Cards signed for Chris Mayer and Donna Albini.
- Discussion about 2018 NVDTTC Board.

Meeting adjourned at 9:40pm

Submitted, Marilane Bergfelt

Update on NVDTC Seminars and Workshops - 2018

(Marilane Bergfelt)

Suzie (Canine Academics, LLC) is trying to connect with local speakers over the long weekend. She hopes to see:

Vicki Ronchette, Braveheart Dog Training

This is the gal Sandy mentioned a few weeks ago who does Show Dog events. Kim & Diana Mobley have recently attended her $\frac{1}{2}$ day seminar and enjoyed it.

Brenda Cawley, SF SPCA and private training

I know this name but not sure how. I wasn't able to find much about her on the internet but guessing she might be one of those 'hidden gems'?

Charlie Reinhart, Unleashed Dog Training (in Petaluma).

I have talked with Charlie several times and sent clients to her for Board and Train. Donna has also worked with her and appreciates Charlie's talents.

I would like to see the NVDTC plan:

- A) Pet First Aid and CPR Workshop with Peter Pay
- B) Freestyle workshop(s) with Judy Gamet
- C) Wellness Clinics and/or seminars with Napa Humane or other organization(s)
- D) Possible relationship with Private Trainers / Behaviorists to rent the building and fill out public needs.

Best Practices Series

Compiled by Members of the AKC Delegate Companion Events Committee

Issue: Many Clubs are experiencing an Aging Membership

Many Clubs feel that they are not regularly attracting new, younger members.

Response: Certain Activities may appeal to a younger audience of potential Members

Submitted by Dr. Joyce A Dandridge, Capital Dog Training Club of Washington, DC, Inc.

Regular communication with the Club Membership about a variety of dog related activities helps to keep an interest in the Club. A regular Newsletter helps to achieve this goal. Welcoming Parties for new members, at which they are warmly greeted by long term members as well as programs which Demo/Showcase all of the Training opportunities offered by the Club, such as Flyball, Freestyle, Rally, Obedience and Agility.

Additional activities to consider are:

- * Discounts offered to Juniors taking Classes
- * Actively facilitate 4H Groups, and youth organization participation
- * Class offerings for Juniors at Trial Events
- * Allow Junior Members to participate in Classes with Adult Mentors
- * Visit Schools, Libraries with Information and Demos
- * Provide Demos in Public Parks, at Parades, and other such Community Events
- * Visit Hospitals, Schools, and Nursing Homes
- * Use Social Media
- * Include Fun Classes and Trick Classes
- * Ask New Members what they hope to achieve from the Club
- * Keep in mind that there may be other ways to do things, and younger Members may have some innovative ideas.
- * Offer some Perks, such as reduced fees for Instructors, or free attendance at Seminars
- * Assign jobs to new Members, and then not micro-manage
- * Focus on Member's strengths. Career skills might translate into Club jobs, such as Treasurer, Website maintenance, or Newsletter design
- * Advertise Club activities at Veterinarian Offices, Family Pet Fairs, and Expos
- * Offer Vouchers giving a discount to Club Volunteers
- * Establish a Mentoring Program, whereby a long term Member mentors a newbie for a year
- * Open some slots at Seminars to non-members
- * Broaden the content of meetings and newsletters to involve more people
- * Open the Training Facility on Sunday
- * Conduct an Annual Open House
- * Offer College Scholarships to students in a field pertaining to Animal Care



NAPA VALLEY DOG TRAINING CLUB INC

GENERAL MEETING MINUTES

September 11, 2017

Unapproved

Call to order: 6:35 pm
Annual Potluck and Sandy's Birthday.

Minutes: Minutes were available at the meeting, but were not voted on.

BOARD REPORTS

TREASURER'S REPORT- Sandy

- a. Checking \$ 29,843.50
- b. Savings \$ 22,240.99 as of 9/11/17

PRESIDENT - Linda Luchsinger

1. Presented minutes from July and August General Meetings for review by membership.
2. A thank you note from Wendy Piscia of the Napa Humane Society was read.

VICE PRESIDENT – Sandy Bonifield

- a. Board approved that any current member in good standing may receive a copy of the Membership Roster. This can be done by contacting Carol Coawette.
- b. 2018 Membership Applications will be ready in a few days. Thanks to Sue Osborne for working on this project.

BUILDING - Stefanie Meinhardt

1. Stef finished putting the shower curtains up to cover equipment being stored up high.
2. The back room was cleared out by Marilane in prep of the annual fire inspection. Property management has not notified us if that has been completed yet.

PUBLICITY - Kim Leslie

No new report

COMMITTEE REPORTS

OFFICE - Vange Leonis

- a. Help is still needed in the office.
- b. People will be put into the overflow class instead of on a wait list.

TRAINING - Marilane Bergfelt:

1. The committee met on September 6th and set sessions 1 – 3 2018. They will be added to the website.
2. Tracking class sign-ups are handled by Debbie Crain
3. Scent work classes will be a 5 weeks in Session 6 due to instructors previous commitment.
4. A puppy student dropped class on the 2nd week and her check bounced. Marilane spoke to her 2 times and sent some class materials.
5. Marilane set a full class voucher to a daytime student who could not attend classes.

6. Additional steps have been made to keep the building clean for young dogs. Starting in Session 5, building was disinfected Wed am in prep for puppy & ado. Building was blown and sprayed with disinfectant in prep of Saturday puppy playtime.

WEBSITE and NEWSLETTER – Sue Osborn
The deadline remains on the 20th of the month.

AOCNC: The Presidents luncheon is on October 17

OLD BUSINESS

- a. Nominating committee: No one volunteered.
- b. Club Renovation – A sign up sheet went around the room for help on upcoming projects. These included painting the walls and cleaning / reorganizing. Project lists will be posted at the club house.

NEW BUSINESS

We need a new refrigerator. It was moved and seconded in favor of a new purchase. Mary Ash and Sandy volunteered.

NEW MEMBERS

Shu mei Tsui and Gwen Redfield, they have two dogs named Jack and Henry. Both are rescue dogs.

Meeting Adjourned

Linda Luchsinger, Acting Secretary



NAPA VALLEY DOG TRAINING CLUB INC
BOARD MEETING MINUTES
October 2, 2017

Approved as Corrected

Meeting was called to order at 6:40pm by President Linda Luchsinger. (She also brought refreshments – Thank You.)

Board present: Linda Luchsinger, Carol Coawette, Kim Leslie & Stefanie Meinhardt

Committee Chairs: Marilane Bergfelt and Vange Leonis.

Absent: Sandy Bonifield & Joy Wood

Minutes from August 7, 2017 – Approved

Minutes from September 4, 2017 – Approved with Correction

BOARD REPORTS

TREASURER

As of 10-2-17 Checking: \$33, 374.85 Saving: \$22,243.82

PRESIDENT - Linda

1. 2018 Slate of Officers and Board:

President: Linda Luchsinger
Vice President: Sandy Bonifield
Secretary: Sue Osborn
Treasurer: Stefanie Meinhardt
Past President: Joy Wood
Board at Large: Marilane Bergfelt, Tandi Blonigen, Carol Coawette & Maria Giaccio

2. Previously Approved via email: Refund for Sue Cogbill for \$125.00 class

MSC

3. Snacks for General Meeting: Kim volunteered (thank you)

4. New refrigerator purchased and installed; old refrigerator removed.

VICE PRESIDENT

2018 Membership Application – Sue has updated and final Board review done. Accepted in current form.

MSC

BUILDING - Stefanie

- Joy confirmed that the returned door key is in the Building mailbox.
- Front Door handle / lock – Stefanie has sprayed with WD40 and will see if it helps.
- Fire inspection – no correspondence from property management if that has been done.
- Small handcart for training staff use – Marilane found one that might fit needs. Board approved her to purchase one for no more than \$50.00.

MSC

MEMBERSHIP - Carol

Membership dues (as noted in the corrected September Board minutes) need to be addressed with general membership and outcome included in policies / club manual.

PUBLICITY - Kim

- Total Merchant Services - Kim reviewed materials sent via email 9-6-17. Board had additional questions and Kim will get more details from vender.
- Rack card holders – Kim did not find extras. She will look for used ones at locations and online.
- AKC Trial / club listings still need to be updated.
- Harvest Festival Parade in St Helena planned for 10-21-17. Board bring this event to the general membership to see if any would like to participate.

OFFICE - Vange

- a. Outgoing phone message is updated.
- b. Sign-ups for Session 7 are going well.
- c. Owners will be offered the opportunity to sign-ups early for Special Classes in 2018.
- d. New member has volunteered to work in the office. Vange will connect with her and ensure club has current contact information.
- e. Service / Therapy / Emotional Support Animal information has been updated. Copy of all materials are: posted in the office, in office binder and available on club's website / Resource page.

TRAINING - Marilane

1. Change to Session 7. Sue Osborn will reposted on the website, Marilane will make copies.
2. Fliers for Freestyle, GCG and Beginning Novice created and posted. Marilane has printed and Frances will be promoting via Facebook.
3. Committee met on September 6th. Notes have not been typed. Highlights:
 - o Overall the staff felt Happy Summer Tails classes were good and want to do again in 2018.
 - o Sessions 1 – 3, 2018 are drafted. Marilane has sent to instructors and waiting for final input.
 - o Vange and Linda agreed to review options for CGC classes / evaluations and new AKC Trick Title. (See Old Business for update on this item.)
4. Committee reviewed and accepted 2018 Schedule. Board approved. MSC
5. Training Staff would like to adjust the titles of "Orientation" and "Graduation" and instead use "Week 1 without Dogs" and "Week 6". Marilane will work with Sue to change materials as needed. Board approved. MSC
6. Committee agreed that Puppy Playtime ages be adjusted to 12 weeks to 5.5 months. Board approved. MSC
7. Committee accepted Tandi Blonigen as an assistant. As recommended by committee, Tandi will complete two provisional sessions (Puppy and AdoDog or GM1). She will receive a voucher for the 2nd session. Board approved. MSC
8. Refund: Caroline Garardo attended 2 classes in Session 6. Board approved \$125. MSC
9. Vouchers: Cindy McCrane will miss last 3 weeks of the session. Board approved a partial voucher. MSC
Jodi Baker attended 2 weeks of class. Board approved a full voucher. MSC
10. Cheryl Hall will switch from evening class to daytime Good Manners 2 / daytime.
11. Marilane requested an addendum to the September approval for a Scent Work Instructor to bill 75% of pay for classes with 4 students / 45 minutes of instruction. She asked that this end on 12-31-2017, giving time to review and consider all classes, instructor fees, income, overhead, etc. Board approved. MSC
12. Discussion - people waiting for classes outside of building and disrupting activities inside. Marilane will make sign and talk to instructors who might be affected.

OLD BUSINESS:

- a. Renovation - Lists of proposed projects were created and shared at general meeting. Some members offered to help and more volunteers are needed. Marilane hopes to meet with property management, etc. very soon.
- b. Pat Miller Seminar – discussed with training staff and some are interested in attending. Kim will learn more about Group Rate and share with staff.
- c. Trick Title – Vange found that the current title form only allows for 2 signatures / CGC evaluators. She has confirmed this with AKC. This may become a logistics issue as the club moves forward.

NEW BUSINESS:

- Found Jump – Linda emailed Pat White to see if it belonged to one of her students. While we wait for response, Marlene will be offered to take it home.
- PSI staff have asked if they can recycle bottles and cans. Board agreed they can take them. Marilane and Lea will work out details. MSC
- Napa Humane Donation Location at NVDTC Clubhouse - NH will provide a box / barrel and signage, plus outline items they can use. The NVDTC's role would be to encourage donations and pass items onto Napa Humane. MSC
- Website hosting & Domain Registration – Tom Doud has retired and can't host our club's website anymore. (Thank you Tom for all your years of help!) Sue Osborn suggested DreamHost.com. Board approved for Sue to register with the website and continue the 4 domain names. Total cost to be less than \$250.00 annually. MSC
- Vange suggested creating a road map / flow chart that could help owners determine training classes that would fit their interests and long-term goals. Board like idea but no one offered to work on it. Tabled.

Meeting adjourned at 9:25pm

Submitted, Marilane Bergfelt

**No General Meeting Minutes for October 9, 2017.
Meeting cancelled due to firestorms.**



NAPA VALLEY DOG TRAINING CLUB INC

BOARD MEETING MINUTES

November 6, 2017

Approved

Meeting was called to order at 6:37pm by President Linda Luchsinger.

Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette, Kim Leslie & Stefanie Meinhardt

Committee Chairs: Marilane Bergfelt & Sue Osborn

Absent: Joy Wood and Vange Leonis

Minutes from October 2, 2017 – Approved with Corrections

BOARD REPORTS

TREASURER - Sandy

- As of 10-31-17: Checking: \$32, 076.59 Saving: \$22,246.94
- As of 11-6-17: Checking: 35,765.49 Saving: \$22,246.94
- 2016 Tax Return completed and sent. Due to increased income the fees have risen to \$50. Linda has copies in her office.

PRESIDENT - Linda

1. Reviewed of items for November General Meeting. Due to fires, key items are behind schedule.
 - ✓ 2018 Membership Application – mentioned in newsletter & at forms available at clubhouse.
 - ✓ Election of 2018 Board. Slate shared in recent newsletter. No additional nominations sent to Sandy.
 - ✓ Discussion of Membership Dues: Cost of dues is reduced to ½ price July 1st through September 30th and covers the remainder of the current calendar year. Starting October 1st dues will be full price and cover the remainder of the current year and the following year also. ** Final outcome included in the policies and procedures manual. **
 - ✓ Holiday Potluck: Planned for December 11, 2017. Gift Exchanged noted in newsletter. Committee needed.
2. Refreshments for General Meeting: Linda will ask, via email, for help.

VICE PRESIDENT - Sandy and MEMBERSHIP - Carol

- a. The 2018 Membership Applications will be provided at the Front Door / Sign-in Table.
- b. Sue has updated her Membership Letter. After next general meeting, board will print copies and mail, with Membership Application, to current members. Thank you Sue!
- c. Quick discussion about sending a second letter to past members to encourage rejoining.
- d. Carol will miss the next general meeting. She gave Linda the sign-in page and vouchers.

BUILDING - Stefanie

1. Front Door handle and lock are working well.
2. Small handcart for training staff purchased and onsite.
3. Miscellaneous cleaning of some sheets and toys done.
4. Replaced parts in right toilet. Will watch to see if overflowing continues.
5. Cleaning supplies purchases and should be enough for remainder of calendar year.
6. Fire inspection – has it been done yet? No response from Property Management.

PUBLICITY - Kim

- a. Still playing Telephone Tag with Total Merchant Services.
- b. Kim will get new rack card holders and Stefanie will make labels for front in prep of November General Meeting. Thank you both.

COMMITTEE REPORTS

OFFICE -

1. Phone / calls covered Mondays, Tuesday, Wednesday and Thursday daytime / early evening.
2. Need to plan for office and phones during long break at end of year and into Session 1, 2018.
3. Linda noted that she found the Treasurer's Cabinet unlocked on Friday afternoon. She checked with Sandy and nothing seems to be missing. Linda will email staff to remind them to take their time closing up the building.

TRAINING - Marilane

- a. Sessions 1 & 2, 2018 posted in recent newsletter.
- b. 2018 Instructor contracts reviewed by Linda Luchsinger and updated per that review. NVDTTC instructors and Judy Gamet received copies sent via email. Hardcopies in President's box in office.
- c. Contract with Pat White needs to be done. Marilane will speak to her via phone first.
- d. Need to connect with Tandi so she can start helping with classes in 2018.
- e. Still hoping to review club expenses / income before start of 2018.
- f. Class materials: Standard handouts and office forms are in good supply.
- g. Refunds: \$115 to Laurie Morris (Advanced Obedience / Session 6) MSC
 \$125 to Matt Beard & Kristen Carman for (Puppy Wed PM / Session 6) MSC
- h. Full Class Vouchers: Lisa Lawley and JoAnn Lincoln (Puppy Wed PM / Session 6) MSC

OLD BUSINESS

1. Joint 2017 & 2018 Board to next meeting scheduled for Monday, December 4. Linda will email everyone. Maybe a potluck?
2. Renovation – Update:
 - ✓ Lists of proposed projects were shared at the September General Meeting. Some volunteers. YEA!
 - ✓ Article posted in recent newsletter with contacts for more volunteers.
 - ✓ Marilane & Linda L met with Karl Luchsinger on site 10-8-17 and discussed projects / time / expenses.
 - ✓ Marlene Soldavini agreed to review the training floor space and walls to see if we can relocate materials for classes / training staff. Marilane is working to pull those items together this week.
 - ✓ Still no connection with Property Management yet. Will try to reach by phone.

NEW BUSINESS

- a. Judy Gamet / Dogs Can Dance has asked to use the building on Tuesday, Nov. 21 & Tuesday, December 19 for private lessons. Judy is aware of potential Renovations in December. Stefanie noted that pest treatment planned for 3:00pm on 11-21-17. Marilane will connect with Judy about the spraying. MSC
- b. LAPS would like to rent the building in 2018 for 2 sessions of Team Training Classes. As in the past it would be planned for Saturdays. Dates to be sent to board asap.
- c. Sue requested the club get a Debit Card which will be used for the website hosting & domain registration plus rental on storage unit. MSC
- d. There might be confusion between the Year End Awards and the Gerry Glantz Club Service Award (formally the NVDTTC Club Service Award)? Overview:
 - The Year End Awards are presented to current club members who have received titles with their dogs. Criteria for receiving this club recognitions was updated earlier this year. Copies of the new information is available at the clubhouse.
 - The Club Service Award, created in 2001, is presented to current club members who have gone over-and-above for the NVDTTC. There is a short outline for nominations and any current club member can submit a nomination. The Selection Committee is made up of 5 past recipients who are also current club members: Donna Golemon, Linda Wargo, Deassa Binstock, Marlene Soldavini and Sue Osborn.

Meeting adjourned at 8:00pm

Submitted, Marilane Bergfelt

NAPA VALLEY DOG TRAINING CLUB
GENERAL MEETING MINUTES
NOVEMBER 13, 2017

Call to Order; Board absent Marilane Bergfelt, Sandy Bonifield, Carol Coawette and Kim Leslie

Minutes: Minutes were approved from August and Sept general meetings. No meeting in October due to the fires.

Treasurer Report:

Checking 35765.49 as of 10/31/17 and 36671.45 as of 11/13/17

Savings 22246.94

Board Reports:

President:

- PSI staff asked if they could take recycle & keep the money/ Board approved. MSC by general membership
- Napa Humane: The club offered to become a “donation location” for Napa Humane. They will provide a box or barrel and signage and outline items they can use. MSC to allow
- The Website hosting and domain registration has changed to DreamHost.com. The board approved Sue to register with the website and continue the 4 domain names for a total cost to be less than 250 annually.
- The club now has a Debit card which will be used for the website hosting and domain registration plus rental on the storage unit. It can also be used for the purchase of the toys.

Vice President: Sandy absent – reminder the Dec meeting is our annual potluck and gift exchange/steal.

2018 Membership:

- Dues are \$35.00. It was MSc that 35. Would be charged January to June, 17.50 July thru Sept, and 35. Oct thru the end of the next year.

Office: Vange Leonis –

- Vange is doing her best to staff the office for taking phone calls. There are no volunteers for the evening classes. It is difficult this year as board is short staffed as well.

Training:

- 2018 sessions 1,2 & 3 are set. Early sign ups for special classes is encouraged
- The board & training committee approved of Tandi Blonigen as an assistant to puppy, & GMI
- The club instructors have been sent the 2018 Contracts

Building: Stefanie Meinhardt –Stefanie replaced the inside parts of the tank for the toilet in the large stall

Publicity: Kim Leslie

- Rack cards are ready for distribution. Club members picked up the premade packets for distribution to vets near them.

Website/newsletter – Sue Osborn

- The website might be down for a short period while transitioning to the new host.

AOCNC: Sue : Winter workshop is set for Jan 2018. Mary Ash will continue to be a rep for our club. It was encouraged for another member to be our 3rd rep to AOCNC Jan 14, 2018 is the next AOCNC meeting.

Old Business;

- The new refrigerator has been installed. Thank you to Mary Ash & Sandy Bonifield for handling this purchase.
- Elections: The membership approved the following persons for the 2018 Board of Directors:

President: Linda Luchsinger

Vice President: Sandy Bonifield

Secretary: Sue Osborn

Treasurer: Stefanie Meinhardt

Past President: Joy Wood

Board at Large Marilane Bergfelt, Carol Coawette, Marie Giaccio, Tandi Blonigen

New Business:

- Irish Terrier club asked for the building for their Christmas party. MSC by board.
- Year End awards: Donna Golemon and Linda Wargo will coordinate this event. Date to be determined.
- The club service award will be chaired by Donna Golemon. Since some of the last recipients are no longer members, they will not be included on this committee.
- Renovation: Marilane has put together a budget for repairing and painting the walls. We estimate about 100 contract hours and approximately \$50 per hour for 2 men. plus materials and a scissor lift. The estimate is \$6000. Members can lower this cost by helping paint, etc. This amount was MSC, Approved.
- There was a motion and second to donate \$500 to UC Davis Catastrophic fund which is treating many animals from the fires. His was approved by the membership.

Braggs

Adjourn

Acting Secretary, Linda Luchsinger



NAPA VALLEY DOG TRAINING CLUB INC **BOARD MEETING MINUTES**

December 4, 2017

Approved

Meeting was called to order at 6:40pm by President Linda Luchsinger.

2017-2018 Board present: Linda Luchsinger, Sandy Bonifield, Carol Coawette, & Stefanie Meinhardt

New 2018 Board present: Marilane Bergfelt, Tandi Blonigen & Sue Osborn

Committee Chairs: Vange Leonis

2017 Board Absent: Joy Wood and Kim Leslie

Minutes from November 6, 2017 – Approved with Corrections

BOARD REPORTS

TREASURER - Sandy

As of 11-30-17: Checking: \$35,702.55 Saving: \$22,249.87

As of 12-4-17: Checking: \$31,225.69 Saving: \$22,249.87

PRESIDENT - Linda

- Clarification regarding membership dues was addressed and agreed upon on November General meeting. Marilane will update the Policies and Procedures to reflect.
- Holiday Potluck: Board split up jobs for prep of the annual party. Sue sent out an email blast / reminder.
- Annual Banquet: Committee is Linda Wargo and Donna Golemon, date TBA.
- Linda L. is working on monthly reports so Board can review a Budget for expenses.
- Judy Gamet / Dogs Can Dance asked to use the building on December 19th for private lessons. **MSC**

VICE PRESIDENT - Sandy and **MEMBERSHIP** - Carol

2018 Membership Application will be mailed to current members with cover letter. Thank you Sandy and Sue.

BUILDING - Stefanie

- Still unsure if Fire Inspection has been completed. Marilane will see if she can connect with Property Management.
- Starting in January 2018 PSI staff will clean on Mondays around 11am and take lunch onsite. This will allow use of the building in the morning.

PUBLICITY

Stefanie pulled together all the materials and rack card holders in prep of the November General Meeting. Thank you Stef for getting that done!

COMMITTEE REPORTS

OFFICE - Sandy and Vange

- Thanks to Vange for covering the phones and keeping class sign-up sheets going this year. Lots of work!
- Quick discussion about covering office during long break at end of year and into Session 1, 2018. Including updating phone message to note holiday break.
- Starting in 2018, class fees will be deposited through the slot in the second locker. Marilane will let training staff know.

TRAINING - Marilane

- Jodi Baker returned her issued voucher and asked for refund instead. Sandy will issue and mail check. **MSC**
- Donna requested funds to purchase storage bins for Scent Works materials. Board asked for more details and possible costs. Marilane will connect with Donna to get that in order.
- Marilane has connected with Pat White regarding 2018 contract. Conditions were reviewed with the board and accepted. Marilane will send updated contract to Pat for signature. **MSC**

Updates -

- Marilane has been emailing Mary & Pat to deal with Thursday scheduling. Moving into 2018 rally and Capital Canine will share morning slots. NVDC rally classes are planned for 2nd and 4th Thursday mornings; Capital Canines planned for 1st and 3rd Thursdays. This arrangement will be reviewed before June 2018.
- Still need to meet with Tandi Blonigen and have In-House Training. Would like to get her going soon.
- Some of the feet on kiddie gates falling off / breaking.
- Mary was asked to have student jump removed from building after last class. Marilane will pull down and prep club's panel jump for use instead.
- Need to connect with staff and get some items taken home to clean over break.

AOCNC – Sue

- a. The club will have 2 representatives in 2018, Sue Osborn and Mary Ash.
- b. Events planned for early 2018. Sue will share details at general meeting.

NEWSLETTER / WEBSITE – Sue

1. Newsletter submittal dates stay the same.
2. Sue is working to get website onto her hosting site. Minor things are getting worked out – thank you Sue.

OLD BUSINESS

The Year End Awards -

There was a board email conversation about creating a master list of club committees, events and activities. This list could help members better support the club and determine those eligible for awards in 2018. After quick discussion it was agreed that Marilane would start list and members would be asked to contribute (via communication with Linda L.)

Renovation – No progress

- Due to fires, unsure if Karl can help? ML needs to connect with him directly asap.
- Need to locate scissor lift, assuming we can find someone who can paint walls.
- Marlene has decided *not* to help with project after all. Marilane will work on floor plan and/or find help elsewhere.
- Need help finding someone who can do some wood work – anyone?
- Need to connect with volunteers for different portions of project and get them going independently during break.
- Marilane has been playing telephone tag with Ross. She will send an email this week with questions, including if fire inspection had occurred.

NEW BUSINESS

The Club Service Award

It was agreed to adapt the current Selection Committee description to ensure there are at least 5 people on it each year. To that end, the committee will now be made of the Last 5 Past Recipients who are also Current Club Members. Linda will share this at the General Meeting next week and with the committee chair, Donna. MSC

2018 Meeting Activities -

Traditional General Meeting Events to continue next year:

Pizza Party in June, Potluck in September, Holiday potluck in December

New – Bring Your Dog to the Meeting:

Planned for February, May, August and either October or November. Several ideas for activities shared. MSC

2018 Officers and Board -

President:	Linda Luchsinger	Marilane Bergfelt, <i>Training Chair</i>
Vice President:	Sandy Bonifield, <i>Office</i>	Tandi Blonigen, <i>Publicity</i>
Secretary:	Sue Osborn	Carol Coawette, <i>Membership</i>
Treasurer:	Stefanie Meinhardt	Maria Giaccio, <i>Building</i>
Past President:	Joy Wood	

Board Support: Vange Leonis, *office phones*

Meeting adjourned at 8:30pm

Submitted, Marilane Bergfelt



NAPA VALLEY DOG TRAINING CLUB INC **GENERAL MEETING MINUTES**

December 11, 2017

Meeting was called to order at 7:10pm by President Linda Luchsinger.

This is a short meeting because of the Holiday Potluck. Thanks to everyone who came and shared some time together!

Reports – Boards and Committees

Treasurer:

As of 12-11-17: Checking: \$35,267.07 Savings: \$22,249.87

President:

1. Approval of November General Meeting Notes will hold until January 2018 meeting. If possible, they will be emailed beforehand to the membership for review.
2. 2018 Board met last Monday. Good meeting with some discussion on how to split up jobs so no one is burdened.
3. Judy Gamet / Dogs Can Dance will be using the building on December 19th for private lessons.
4. 2018 Meeting Activities:
 - Standing Meeting Events will continue - Pizza Party in June, Potluck in September and Holiday potluck in December.
 - *NEW* – Bring Your Dog to a General Meeting – currently added to February, May, August and October or November. These will be added to our club's calendar. Ideas like 'Getting a Trick Title' could be fun in May 2018.
5. Board updated conditions of the selection committee for the Gerry Glantz Service Award. Rather than noting the committee as the recipients for the past 5 years – it will now state that last 5 recipients who are current club members.
6. New Board will be creating a quick list of committees and events in 2018 that members can support. These will be included in counts for End of Year awards in 2018. Members are encouraged to email Linda with events that could be included.

Membership:

2018 Club renewals / applications have been made available at meetings and the clubhouse. Nice letter with application was mailed to all current members.

Building:

- a. Thanks to Stefanie for working behind the scenes all year. Most recently she fixed one of the toilets that has a history of running over.
- b. Marilane was able to connect with Property Management, they are unsure if Fire Inspection has been completed.

Publicity:

Rack cards and holders passed out at November Meeting. Everyone in attendance said they were able to drop off materials at veterinarian offices – thank you everyone !!! Also a shout-out to Stefanie for putting all that together for us.

Website / Newsletter:

1. New host for website – thank you Sue Osborn for working through all the details and issues to keep our website going.
2. Dates for newsletter submittals remains the 20th of each month.
3. Older hard copies of newsletters can be viewed at the clubhouse. They are filed in binders on the wall, adjacent to the bulletin board.

AOCNC:

- a. January 14, 2018 – Lunch meeting hosted at our clubhouse starting at 12/noon. All members are welcome to attend and learn more about the group plus meet some new people. Cost is on \$7 per person. Please call Sue Osborn (252-1864) if interested.
- b. February 11, 2018 – Annual AOCNC Workshop at the Cow Palace. Our club will support the Novice Obedience Ring and help is needed.

Training:

1. Most instructors have signed and submitted the 2018 contract. If anyone hasn't please completed by January 1, 2018.
2. Classes set for first 3 sessions of 2018. If anyone is interested – sign up tonight for session 1 &/or Special Classes.
3. Looking for volunteers to take home sheets, toys, etc. to clean during 3-week break. Please speak to Marilane.

Office Phone:

Vange, Sandy and Mary are working together to cover the phones during the 3-week break. Additional helpers are appreciated – please call Vange (415 / 209-3599).

OLD BUSINESS

Renovation:

This project is going slowly due in part to the recent fires. We hope to get painting and clean up done during the 3-week break. Members are asked to volunteer by calling Marilane (253-8585). Additional info:

- a. Contacted Property Management with questions - - got mild response.
- b. Trying to confirm primary worker & schedule scissor lift.
- c. Volunteers for specific portions of project, welcome to start / organize those independently.
- d. Wish List is on the wall. Looking for lightly used items.
- e. Need someone with truck – for trash run(s).
- f. Need someone who can do some wood work. Easy projects.

Annual Banquet:

Committee (Donna Golemon and Linda Wargo) are working hard to find a venue for the event. They have contacted many restaurants in the area. Anyone will links to a local restaurant that will allow a small group use and at reasonable prices - - please contact the committee.

NEW BUSINESS

LAPS has asked to rent the building for their 2018 Spring and Fall Therapy Team Training Classes. **MSC**

Dates are: Saturdays – March 17 & 24, April 7, 14 & 21, May 5
Sunday – April 29

Saturdays – September 8, 15, 22, 29, October 6 & 20
Sunday - October 14

AKC Nosework Events –

Mary Ash and Donna Golemon will be participating in a trial in Davis. This is one of the first official trials in our area and we wish them lots of luck!

BRAGS

November meeting brags:

Sue Osborn's Brooklyn received her first two points by placing first in Open and being awarded Winners Bitch on November 12, 2017 at the Wine Country Kennel Club dog show.

December meeting brags:

Brooklyn received two points by placing first in Open, being awarded Winners Bitch to go on to being awarded Best of Winners, Best Opposite Sex, and Best of Breed Owner Handler on December 1, 2017 at the Golden Valley Kennel Club dog show.

Linda Wargo had lots of fun and success at agility matches and barn hunts. ZeeGee and Jive are doing great.

Donna Golemon's Nickle worked with cattle for the first time and did awesome.

Congrats to All and thanks for sharing the great news !

Meeting adjourned so we could have more dessert.

Submitted, Marilane Bergfelt