

Napa Valley Dog Training Club
Board Meeting Minutes
January 7, 2025

Attendees: **Officers** – Linda Luchsinger, President, Adrienne Amdahl – Vice President. **Members at Large** – Sandy Bonifield, Donna Golemon, Debbie Hilton, Vange Leonis
Past President – Linda Wargo

Meeting called to order at 12:04 pm

Additions or changes to the agenda

New Business – add Napa Valley Support Services new contract
Remove Trainers subcommittee report

Treasurer's Report as for 12/31/24 reported by Linda Luchsinger

Business Checking:	\$16,115.02
Business Savings	\$22,369.14
Certificate of Deposit	\$21,578.73
December P & L	Currently unavailable

We currently do not have a treasurer. In the interim Vange Leonis will take on paying bills and collecting mail. Sandy Bonifield will collect mail and make bank deposits. Vange Leonis and Adrienne Amdahl will be signers on the bank account.

Board, Committee and Chair Reports

President – Linda Luchsinger – noting to report at this time

Vice President – Adrienne Amdahl – nothing to report at this time

Secretary – none. Adrienne Amdahl is taking minutes in the interim

Treasurer – Vange Leonis

a meeting will be arranged between Vange, Linda Luchsinger and Lori Jackson to transition the role and get Lori's keys

Office – Sandy Bonifield

reports that she has retrieved stacks of registrations from both the mail and drop boxes and is processing them.

Training – Donna Golemon

Donna will be talking with all trainers about all of us working together as a team and quelling gossip and being respectful.

The employee agreement for trainers and volunteers now has a check box to allow trainers and assistants to forego wages and work on a volunteer basis.

Advertising for classes needs to be more inclusive. We should develop flyer templates for each class type that can be used for promotion.

Donna is working with each trainer to make sure current trainer lists align with what levels that trainer is qualified to train.

Donna would like to create competency lists for each class so that trainers know the qualifications necessary for each class.

Session 2 changes:

Wed Mornings - GM1, Puppy and Ado two classes removed due to low enrollment.

Tues eve – Judy has moved her class times so we can hold a 7pm GM2 or GM1 class

Donna made a motion to approve Dena as a GM2 and Advanced Obedience Trainer. Sandy seconded the motions. Aye 7, Nay 0, Ab 0 Motion approved

Donna motioned that Carol Coawette receive a trainer fee increase from Level 1 to Level 2 effective starting with Session 3 (she will meet all the requirements for the increase upon the completion of the Session 2 classes). Motion seconded by Linda Wargo. Aye 5, Nay 1, Ab 1

Publicity – Vange Leonis

Linda Wargo passed on a publicity binder to Vange along with a list of places when can put rack card, business cards, posters. Volunteers need to be recruited to help distribute items.

Adrienne will look into Bonfire where t-shirts are print to order and it can possibly be a fundraiser for the club.

Linda Luchsinger suggests group walks with board members and others in club logo wear in places like downtown. Donna added that having dogs/handlers wear logoed handkerchiefs during classes like out and about will also facilitate promotion.

Linda Wargo suggested checking into booth space at the Farmers Market for possibly quarterly booth.

Building – Debbie Hilton

Debbie is researching new and better potential pet mess cleaners.

Linda Wargo motioned that as the building manager, Debbie can use her own best Judgement in picking new cleaning supplies. Sandy seconded the motion.

Aye 7, No 0, Ab 0 – motion passed.

Donna asked that Kay Hall's photo be placed on the "in recognition" wall.

Napa Valley Support services clean every other Friday from 9 am – 11 am and the building is closed until 1pm after each cleaning.

Debbie will contact pest control – we schedule them 3 times/year

Newsletter/Website

Any info for the next newsletter needs to be given to Sue Osborn by February 22nd

Old Business

Insurance – Liability is through Kennel Pro, Worker’s Comp is through Hancock

Perpetual Calendar is located on the website in the documents folder. Lori Jackson has taken care of most of the January. Sue Osborn will do the Awards Ceremony, Linda Luchsinger will update new board info with AKC and the Annual Audit Committee need so be set up; Linda Luchsinger will handle that.

NACSW Trial (Nat’l Assoc. of Canine Scent work)

Application has been turned into NACSW

Event date is May 31, 2025 – June 1, 2025

Facilities requests have been submitted to Napa Valley College

We will need volunteers

Donna notes that NVDTTC does NOT have a secure website. A secure Website and the ability to accept PayPal is necessary to run the NACSW trial. Donna motioned that she be able to create a new separate secure website so that NVDTTC can accept the PayPal registrations for our upcoming NACSW trial. Linda Wargo seconded the motion.

Aye 7, No 0, Ab 0

Sick Leave Polity

There will be no rollover of sick leave hours from 1 year to the next. And an employee must earn the hours before taking them.

New Business

Napa Valley Support Services new contract increases fees went from \$80 to \$84 per hour. Linda Luchsinger is signing and returning the contract.

Donna would like to be able to hold her Monday evening scent work classes on every Monday of a session (in the past she has been denied the ability to run the class on the same Monday as the General Board Meetings).

Linda Luchsinger motions that Donna’s Monday Scent Work classes can be held until 6pm on General Board Meeting Mondays. Linda Wargo seconded Ayes 7, Nay 0, Ab 0

The registration process and potential changes were discussed

A gift class was approved for Kiwanis at the last training meeting. Five Board Members were present. All 5 voted to approve the gift class.

Next Board meeting will be held Tuesday, January 28, 2025 at 1pm at the Club

Meeting Adjourned at 3:00 pm

Minutes submitted by: Adrienne Amdahl