

NAPA VALLEY DOG TRAINING CLUB BOARD MEETING MINUTES

February 3, 2020

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I. CALL TO ORDER

- A. President, Linda Luchsinger, called the meeting to order 6:35 PM.
- B. Board members present: Sandy Bonifield, Carol Coawette, Debbie Hilton, Linda Luchsinger, Stefanie Meinhardt, Sue Osborn, and Marion Sigel

II. SECRETARY'S REPORT—Sue Osborn

MSC to approve the January 6, 2020 board minutes as published.

III. TREASURER'S REPORT—Stefanie Meinhardt

- A. As of January 31st:
 - 1. Checking: \$50,648.96
 - 2. Savings: \$22,326.42
 - 3. Paypal: \$700.58
- B. Financials attached.

IV. BOARD, COMMITTEE & CHAIR REPORTS

- A. **PRESIDENT**—Linda Luchsinger
No report.
- B. **VICE-PRESIDENT**—Sandy Bonifield
Sandy will contact Dana Osbourne from Napa Dog-Real Food for Real Dogs to set up a 10 minute presentation at the upcoming general meeting.
- C. **MEMBERSHIP/VOUCHERS**—Carol Coawette
Sue has sent out a 3rd email reminder to renew membership..
- D. **OFFICE**—Sandy Bonifield
Mail with checks and invoices arrived in club mailbox (Box #7) extremely late. This will be addressed at the next training meeting.
- E. **TRAINING**
 - 1. Next training meeting is February 19th at the clubhouse.
 - 2. Linda Luchsinger sent an email on January 28th to Diane Collings regarding conformation classes and has yet to hear back.
- F. **PUBLICITY**—Marion Sigel
Marion presented the following publicity ideas/goals:
 - 1. Fifty members by 50th Anniversary Open House.
 - 2. Special 50th Anniversary shirts that can be ordered from an outside vendor.
 - 3. Business cards to hand out at each meeting to encourage members to hand out to friends and community. Sue will obtain pricing for cards
 - 4. Giving a voucher (or a coupon) to members who bring in a new member. Marion will present this idea to training committee.
- G. **BUILDING**—Debbie Hilton
 - 1. No response yet from Ross regarding work orders for training floor light and roll-up door window.
 - 2. Linda will send Ross an email to let him know Debbie Hilton is our new building person.
 - 3. Lease expires end of April. No one has gotten back to Linda about this.
 - 4. Stefanie asked for information from Chris regarding utilities; she has not yet received a response.
 - 5. There are still signs of rats in the building. Linda will talk to Donna about using Irish

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Spring as a deterrent.

6. Lynda Rhyno has been contacted regarding her building key.

7. Existing building wishlist for projects will be addressed at a later date.

H. NEWSLETTER/WEBSITE—Sue Osborn

Meeting announcement went out on January 31st and included information on the awards dinner.

I. AOCNC—Sue Osborn, Mary Ash

AOCNC's annual winter workshop is February 9, 2020 at the Cow Palace.

V. OLD BUSINESS

VST Test—Stefanie Meinhardt, Chair

The VST Test has been cancelled.

VI. NEW BUSINESS

A. BRING YOUR DOG TO MEETING NIGHT

1. March 9, 2020.

2. Theme is St. Patricks with racing lanes and games.

3. Organizer, Debbie Hilton, will distribute flyers to advertise this fun night for dogs and members.

B. Slat Wall Panels

1. Slat wall will be installed on wall next to office and in place of bulletin boards on training wall and in office and possibly where class clipboards are located.

2. A free class certificate will be awarded to Roxann Gracia for her generous donation of the slat wall panels for use in displaying awards, certificates, pictures, flyers and other information.

C. Year End Awards Dinner

1. Sunday, February 23, 2020 at Fillippi's.

2. Cocktails at 5:30 PM. Dinner at 6:00 PM.

D. 2020 Projects

Goal is to have a list of projects ready for the March meeting for members to sign up for.

E. Materials Request

Donna Golemon's request for reimbursement of printer materials approved.

F. Puppy Play X-Pens

Request to look into warranty on the X-pens as they are falling apart. Since shipping back to Company for repair could be costly, zip ties will be used to hold pens together.

G. Club Involvement with Rutherford 4H

Linda Luchsinger and Marion Sigel are interested in setting something up with David Dressler who requested our club give a presentation on dog training at one of their Rutherford 4H meetings.

Respectively submitted by
Sue Osborn, Secretary

Attachments:

- 1) Balance Sheet for January 2020
- 2) Profit & Loss YTD Comparison
- 3) PNL by Class
- 4) PNL Previous Year Comparison

8:47 PM
02/01/20
Accrual Basis

Napa Valley Dog Training Club
Balance Sheet
As of January 31, 2020

	<u>Jan 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · Cash - Rabobank	50,648.96
105 · Savings - Rabobank	22,326.42
110 · Paypal Clearing Account	700.58
Total Checking/Savings	<u>73,675.96</u>
Total Current Assets	<u>73,675.96</u>
TOTAL ASSETS	<u>73,675.96</u>
LIABILITIES & EQUITY	
Equity	
300 · Equity	52,972.13
32000 · Unrestricted Net Assets	15,978.08
Net Income	4,725.75
Total Equity	<u>73,675.96</u>
TOTAL LIABILITIES & EQUITY	<u>73,675.96</u>

8:44 PM
02/01/20
Accrual Basis

Napa Valley Dog Training Club
Profit & Loss Prev Year Comparison
January 2020

	Jan 20	Jan 19	\$ Change
Ordinary Income/Expense			
Income			
400 · Class Fees			
401 · Ado Dog	1,286.80	1,625.00	-338.20
402 · Puppy	3,460.00	2,315.00	1,145.00
403 · GM1	2,000.00	1,190.00	810.00
404 · GM2	375.00	250.00	125.00
405 · Rally	695.00	890.00	-195.00
406 · Puppy Playtime	0.00	315.00	-315.00
408 · Scent Work	2,820.00	1,140.00	1,680.00
409 · Dog Dancing	675.00	540.00	135.00
410 · CGC	750.00	500.00	250.00
418 · Agility	125.00	0.00	125.00
419 · Delightful Distractions	-125.00	0.00	-125.00
Total 400 · Class Fees	12,061.80	8,765.00	3,296.80
425 · Equipment	325.75	330.00	-4.25
430 · Dues	245.00	210.00	35.00
435 · Miscellaneous	0.00	8.00	-8.00
440 · Building Rental	0.00	20.00	-20.00
445 · Donation	0.50	0.00	0.50
490 · Class Credit	-125.00	0.00	-125.00
Total Income	12,508.05	9,333.00	3,175.05
Cost of Goods Sold			
448 · Instructor Fees	0.00	480.00	-480.00
450 · Discounts	697.20	411.50	285.70
460 · Vouchers	1,435.00	925.00	510.00
Total COGS	2,132.20	1,816.50	315.70
Gross Profit	10,375.85	7,516.50	2,859.35
Expense			
500 · AOCNC	20.00	0.00	20.00
505 · Building			
506 · Repairs & Maintenance	52.73	16.14	36.59
507 · Renovation	0.00	52.51	-52.51
Total 505 · Building	52.73	68.65	-15.92
510 · Bank Charges	124.16	87.22	36.94
513 · Class Supplies	0.00	405.03	-405.03
517 · Education	720.00	0.00	720.00
530 · Leashes/Collars/Treat Pouches	23.92	0.00	23.92
535 · Office Supplies	18.68	88.45	-69.77
537 · Outside Services	0.00	672.00	-672.00
540 · Rent	4,045.00	3,816.00	229.00
550 · Toys	6.44	203.04	-196.60
555 · Storage	119.00	109.00	10.00
560 · Telephone	204.18	173.99	30.19
575 · Utilities			
575a · Electricity	168.00	0.00	168.00
575b · Gas	30.00	0.00	30.00
575c · Garbage	34.85	29.79	5.06
575 · Utilities - Other	0.00	355.00	-355.00
Total 575 · Utilities	232.85	384.79	-151.94
583 · Donations	0.00	500.00	-500.00
585 · Website	85.98	111.84	-25.86
Total Expense	5,652.94	6,620.01	-967.07
Net Ordinary Income	4,722.91	896.49	3,826.42

Napa Valley Dog Training Club
Profit & Loss by Class
January 2020

	Ado Dog	Agility	CGC	Delightf...	Dog Dan...	GM1	GM2	Puppy	Rally	Scent W...	Unclassi...
Ordinary Income/Expense											
Income											
400 · Class Fees											
401 · Ado Dog	1,286.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402 · Puppy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,460.00	0.00	0.00	0.00
403 · GM1	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00
404 · GM2	0.00	0.00	0.00	0.00	0.00	0.00	375.00	0.00	0.00	0.00	0.00
405 · Rally	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	695.00	0.00	0.00
408 · Scent Work	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,820.00	0.00
409 · Dog Dancing	0.00	0.00	0.00	0.00	675.00	0.00	0.00	0.00	0.00	0.00	0.00
410 · CGC	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
418 · Agility	0.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
419 · Delightful Distractions	0.00	0.00	0.00	-125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 400 · Class Fees	1,286.80	125.00	750.00	-125.00	675.00	2,000.00	375.00	3,460.00	695.00	2,820.00	0.00
425 · Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.75
430 · Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	245.00
445 · Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
490 · Class Credit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-125.00	0.00
Total Income	1,286.80	125.00	750.00	-125.00	675.00	2,000.00	375.00	3,460.00	695.00	2,695.00	571.25
Cost of Goods Sold											
450 · Discounts	68.40	0.00	40.00	0.00	0.00	100.00	30.00	130.00	57.00	271.80	0.00
460 · Vouchers	20.00	0.00	80.00	0.00	80.00	50.00	40.00	480.00	115.00	570.00	0.00
Total COGS	88.40	0.00	120.00	0.00	80.00	150.00	70.00	610.00	172.00	841.80	0.00
Gross Profit	1,198.40	125.00	630.00	-125.00	595.00	1,850.00	305.00	2,850.00	523.00	1,853.20	571.25
Net Ordinary Income	1,198.40	125.00	630.00	-125.00	595.00	1,850.00	305.00	2,850.00	523.00	1,853.20	571.25
Net Income	1,198.40	125.00	630.00	-125.00	595.00	1,850.00	305.00	2,850.00	523.00	1,853.20	571.25