

**NAPA VALLEY DOG TRAINING CLUB BOARD MEETING MINUTES
MARCH 1, 2021**

I. CALL TO ORDER

President Sue Osborn called the meeting to order via Zoom at 6:40pm. Additional members in attendance were: Mary Ash, Sandra Bonifield, Carol Coawette, Roxann Gracia, Debbie Hilton, Linda Luchsinger.

II. TREASURER'S REPORT

There have been new accounts opened at Umpqua Bank with Sue, Sandy and Linda as signees. The amount of \$26,000 was deposited, leaving \$1000 at Mechanics Bank to cover unexpected charges. The remainder will be transferred later and the account at Mechanics will be closed. A savings account was opened with \$25. Sandy to check to verify that the savings account is really a money market account when she goes there on March 2nd to order a stamp for the back of checks and deposit slips.

Savings total was reported as: Same as last time.

Checking not reconciled.

PayPal amount was reported by Sue as: \$1865.47. Sue to send February's activity to Linda.

III. SECRETARY'S REPORT

Minutes of February 1, 2021 Board Meeting were approved as submitted.

IV. BOARD, COMMITTEE AND CHAIR REPORTS

A. PRESIDENT - Sue Osborn

1. Debbie caught an additional change in the lease after it was signed by the property manager, which was the reinstatement of auto pay. This was ran by and accepted by board members on Slack.

2. Based on the current vacancy possibly being filled, I am tabling any exchange or action regarding the treasurer position until our next board meeting. First, because the move from Mechanics Bank to Umpqua Bank did not happen until last week, the transfer of our funds are on hold. Second, an audit is now in process and will be completed next week and the audit report will benefit whoever fills the vacancy. Third, assuring the fact we are following AKC's bylaws for filling the vacancy.

3. Reminder that agenda items for board and general meetings are due at 12 noon the Friday before the meeting and can be submitted to agenda@nvdtc.org/.

B. VICE PRESIDENT - Sandy Bonifield

No report.

C. MEMBERSHIP/VOUCHERS - Carol Coawette

New Rosters were sent out. Reminder, there are two tabs. One tab is sign in sheet (Not up to date as yet, since we are not holding meetings.) and one tab has the contact information. Look for both tabs on the Excel Sheet.

D. OFFICE - Mary Ash

The office is caught up. There are two thank you notes in the secretary box and Linda has a note regarding change of address from Mechanics Bank.

E. TRAINING - position vacant

1. Review of Training Committee Minutes - Sue

Minutes had been sent to the board members prior to the meeting. Much discussion was held regarding 4 week vs. 6 week classes. Costs, voucher payments to workers, income potential and burdens on 4 people for registration. With the 4 week classes, it was also noted there was no break in the schedule. A motion was made to increase the class length to 6 weeks and to increase the number of students to a maximum of 8 dogs per class. Motion was accepted unanimously. This would start in May.

Session 1 classes are scheduled in March.

Session 2 classes are scheduled in April.

2. Next training meeting is set for March 31st at 6pm.

3. Full or partial refunds Re: Clients dropping classes at last hour. Much discussion was held about a cancellation fee in the future for last minute dropouts. It was suggested that each reason be looked at individually. No charge for dropping remains the norm. Reminder, those who have not paid by the cutoff date should not be listed in the class, and the position filled with a wait list person.

4. Sue reported that April class handouts will be at the club for trainers to pass out to students and posted on Facebook via Marilane.

F. PUBLICITY - position vacant

1. Logo'd Apparel - Roxann reported the forms are in the newsletter. Cut off is March 15th. Mary additionally noted that there were 3 orders as of today for masks in addition to the apparel.

2. Static Cling Samples - Sue received 14 clings and showed them on the zoom camera. Price to be determined. They are the 50th Anniversary logo.

3. Business Cards and Rack Cards - Sue noted that they have the old address and will be changed when we need new ones printed. It was noted that the vouchers have the old address. Carol and Sue will coordinate when new ones need to be printed.

4. Member volunteer for Publicity - Sue reported that Marilane will volunteer to do the publicity job but not serve as a board member. A liaison board member is requested.

G. BUILDING - Debbie

Debbie reported that she sent emails to people with keys that will no longer have a need for them.

She has received back Maria's, Pat White's, and Marion's. No response as yet from Deassa.
Ross has replaced the fluorescent light and the pest spray was done last Friday. Debbie did find out that Ross can provide pest service free of charge.

The Bulletin Board has been revamped and looks GREAT! Good Job Debbie!

- H. **NEWSLETTER/WEBSITE - Sue**
The Newsletter was sent out last night.
- I. **AOCNC - Sue, Mary**
No report

V. **OLD BUSINESS**

- A. **Scent Trial - Mary**
Mary reported that they are doing great on volunteers with about 15 or 16 people. Volunteers from the club get vouchers and all volunteers get lunch. It was noted that acknowledging receipt of approval of volunteers would be helpful. Mary noted that normally, volunteers would be acknowledged when the trial closes. It was noted that the trial is almost full. Karen Jackson will take over Hospitality and needs a working budget. It was agreed to start with \$500 and if a need to reevaluate due to COVID costs, the board can review. It was noted that Linda has not yet heard back from PSI regarding insurance.
- B. **Conformation Practice - Table for 2 months**
- C. **Joy Wood Memorial - Mary to Follow up within a week. The family does want a tree and plaque.**
- D. **Year End Banquet - On Hold**
- E. **Review of Building Rental - On Hold**
- F. **Board Positions - There are 4 General Board Positions...Building, Office, Publicity, Training. There are 5 Officer positions...President, Vice President, Past President, Treasurer, and Secretary. Discussion was held with no action taken.**
- G. **Audit - in progress**

VI. **TABLED ITEMS FROM 1/4/21**

- A. **AB5 related changes to website and Guidelines - not discussed**
- B. **Toy Expenditure - on hold for 3 more months**

VII. **NEW BUSINESS**

- A. **Karen Pryor Academy has requested to rent the building in May at the current prices. Motion was made and unanimously passed to allow them to do so, with 6 students and they would follow COVID requirements.**
- B. **Change of Address impact - already discussed. See above.**
- C. **Insurance Company - Linda will pull the insurance policy and ask for a review with Kennel Pro. Mary to give Linda the Phone number. Insurance policy is thought to be up for renewal in September.**
- D. **Reactive Rover - Sue has a usage request in which the club would be paid \$25 per student for 2 classes on Saturdays, for up to 12 students for 6 weeks. A formal agreement will be reviewed and sent to board members for review on Slack.**
- E. **AKC sent an email regarding By Laws and updates. They expect updates to be necessary from time to time and it looked like the turn around time is 4 weeks. Roxann volunteered to coordinate a review this summer.**

VII. **ADJOURNMENT - 8:05pm**

Minutes Submitted by Roxann Gracia
Attachments: Training Instructors Meeting Minutes February 16, 2021
P&L

Meeting Minutes – INSTRUCTORS MEETING – February 16th at 6 pm

Present:	Instructors: De, Donna, Judy, Kim, Lea, Linda, Marilane, Mary, Sandy, Stefanie, Vange, Assistants: Carol, Cheryl, Maria, Sue	
Agenda #	Agenda Item	Comments
#1	# of weeks for classes	4 weeks vs 6 weeks: Because of our time frame, April will have to be 4 weeks.
Recommendation:	<p>After discussion the vote was as follows – Month of May, to keep classes at 4 weeks count was 8 for this, 7 for returning to 6 weeks</p> <p>Reasons: continuing at 4 weeks income for the club, more class can be help due to shorter classes</p> <p>Reasons for returning to 6 weeks, students get more class time, frequency of work for registration crew,</p> <p>Questions raised: if returning to 6 weeks what price would be charged,</p>	
#2	Scheduling of April classes	
Decision	The February schedule will be used for the month of April. A few changes were made, see attached.	
#3	Scheduling of May classes	
Decision	The March schedule will be used for the month of May. A few changes were made, see attached.	
#4	June Classes – will be scheduled at the next IC meeting	
#5	Exercises sent to students	
Discussion	Donna emailed everyone on this thread the Exercises that were sent out to the puppy, adolescent and GM1 classes. Board approved this, hopefully this will give students a head start on some of the exercise and perhaps a bit more control over their dogs.	
#6	For the next meeting discussion of 1 on 1 training in classes	
#7	Marilane explained the Reactive Rover classes.	

*This is the information received from Suzie{
Reactive Rover Class*

“Do you have a dog that barks, lunges or growls when they see another dog? Do you have a hard time getting your dog’s attention or even getting them to take a treat from you when another dog is around? Is your dog so excited that they don’t seem to be aware that you are trying to get them to focus on you? If so, Reactive Rover is the perfect class for you.

Compassionately attuned towards dogs who are reactive or fearful to other dogs (not appropriate for dogs who are fearful of humans). Guardians and dogs will learn basic skills to help both the guardians and dogs make better choices when faced with situations that cause reactivity. We will focus on simple basic skills that include getting your dog to pay attention to you, reading the dog’s body language to understand the environments where your dog is capable of working with you versus where they might fail so that you can methodically familiarize and help the dog become comfortable and confident in those environments.

Meet the Instructors:

Wayne Smith: Wayne loves dog who are active and rambunctious! His love for dogs with these characteristics led him into a career working with these dogs may of which were

reactive. To learn how to help these dogs, Wayne attended the Canine Consultant/Instructor Training Academy (aka Canine Behavior Academy) at the Marin Humane Society. He continued his education by attending seminars presented by industry experts including Steve White, Kay Laurence and Dr. Susan Friedman.

Wayne has facilitated the rescue of dogs for the last 15 years helping to bring adoptable dogs from over-populated shelters into the Marin Humane Society, the San Francisco SPCA, Ripple Effect Animal Project and many other rescue organizations throughout California. He has also volunteered walking and working with dogs at the Marin Humane Society, the San Francisco SPCA and the Humane Society of Sonoma County (“HSSC”).

Wayne's experience led him to working as a consultant and trainer specializing in reactivity, fear and bite prevention. Wayne currently works at Azaya Ranch Sanctuary working with the animals in their care and at HSSC as an instructor teaching Reactive Rover Classes.

Suzie Yokomizo: Like many trainers, Suzie started her journey working with fear-based and reactive dogs because the dogs in her life exhibited these characteristics. After hiring several trainers who did not provide her with the skills needed to help her dogs, Suzie attended the Canine Consultant/Instructor Training Academy (aka Canine Behavior Academy) at the Marin Humane Society. After attending the academy, Suzie gained the skills she needed to work with her dogs and wanted to share her skills to help others. She started off by volunteering at the Marin Humane Society working with the dogs in their care and within months was asked to join the training and behavior staff. There, she taught basic training classes, Difficult Dog classes and provided consultation services to clients in need of assistance with their dogs.

Suzie continued her education attending seminars presented by industry leaders including Steve White, Ken Ramirez, Kay Laurence and Bob Bailey. Her time with Bob helped her to develop a great appreciation for the skills required to break behaviors down to small components that allow the animal to succeed before stepping up the next component to achieve success. By applying these skills, she was able to help a greater number of dogs achieve success resulting in improved relationships with their guardians and a reduction in dogs returned to shelters.

With the disparity in training methods used, Suzie decided to start an educational business organizing events hosting top speakers to locations throughout the country. At the same time, she continued to work with clients on a private training basis.

Today, Suzie continues to work with dogs on a private basis as well as working with Wayne to bring Reactive Rover classes to the community.”

Marilane then answered questions	It was explained that the club would have nothing to do with signups We would be able to refer people to them, but they may have to wait until the following session, we would have no input regarding that. The board has to decide if this will happen or not .
	To assist the board a poll was taken of the trainers to see who was able to train on Saturdays. The following trainers stated they would train classes occasionally: De, Kim, Linda, Marilane, Mary and Sandy. Vange was a yes for training on Saturdays at any time. (Kim is only available seasonal)

APRIL SESSION - 4 Weeks: April 5th through April 30th

Monday	Class	Instructor
8:30 am	Scent Work 4	Donna
9:30 am	Scent Work 5	Donna
11:00 am	Scent Work 2	Donna
12:30 pm	Scent Work 1	Donna
1:30 pm	Scent Work 1	Donna
5:00 pm	Handler Discrimination Adv.	Donna
5:45 pm	Scent Work 5	Donna
Tuesday		
10:00 am	Good Manners 1	Kim
11:00 am	Good Manners 2	Kim
12:00 pm	Beyond Basics	Kim
2:00 pm	Private Coaching – Dogs Can Dance	Judy
4:30 pm	Musical Rally/Inter Freestyle	Judy
5:30 pm	Freestyle Drill Team	Judy
6:30 pm	Beyond Tricks	Judy
7:30 pm	Combined Adolescent/GM1	De
Wednesday		
10:00 am	Puppy	Kim
11:00 am	Puppy	Kim
12:00 pm	Adolescent Dog	Kim
1:00 pm	Adolescent Dog	Kim
5:30 pm	Puppy	Lea
6:30 pm	Adolescent Dog	Lea
7:30 pm	Adolescent Dog	De
Thursday		
10:30 am	Rally – All Levels	Mary
11:30 am	Rally – Beginning	Mary
4:00 pm	Rally – Advanced	Mary
5:00 pm	Rally – Novice	Mary
6:00 pm	Rally – Novice	Mary
7:15 pm	Agility Foundation for Competition (part 3 of 4)	Stefanie
Friday		
6:00 pm	GM 1	Marilane
7:00 pm	GM2	Marilane
Saturday		
9:00 am	Puppy	Kim
10:00 am	Adolescent Dog	Kim
11:00 am	Good Manners 1	Kim
12:00 pm	Good Manners 2	Vange

1:00 pm	Polite in Public	Vange
---------	------------------	-------

MAY SESSION - 4 Weeks: May 3 through May 28th

Monday	Class	Instructor
8:30 am	Scent Work 4	Donna
9:30 am	Scent Work 5	Donna
11:00 am	Scent Work 2	Donna
12:30 pm	Scent Work 1	Donna
1:30 pm	Scent Work 1	Donna
5:00 pm	Handler Discrimination Adv.	Donna
5:45 pm	Scent Work 5	Donna
Tuesday		
10:00 am	Good Manners 1	Sandy
11:00 am	Good Manners 2	Kim
12:00 pm	Canine Good Citizen	Kim
2:00 pm	Private Coaching – Dogs Can Dance	Judy
4:30 pm	Musical Rally/Inter Freestyle	Judy
5:30 pm	Freestyle Drill Team	Judy
6:30 pm	Better Heeling with Music	Judy
7:30 pm	Sampler Class (Intro jumps/tunnels & Intro Freestyle)	Donna and Judy
Wednesday		
10:00 am	Puppy	Sandy
11:00 am	Puppy	Kim
12:00 pm	Adolescent Dog	Kim
1:00 pm	Adolescent Dog	Kim
5:030pm	Puppy	Lea
6:30 pm	Adolescent Dog	Lea
7:30 pm	Adolescent Dog	De
Thursday		
10:30 am	Rally – All Levels	Mary
11:30 am	Rally – Beginning	Mary
4:00 pm	Rally – Advanced	Mary
5:00 pm	Rally – Novice	Mary
6:00 pm	Rally – Novice	Mary
7:15 pm	Agility Foundation for Competition (part 3 of 4)	Stefanie
Friday		
6:00 pm	Puppy	De
7:00 pm	Good Manners 1	De
Saturday		
10:00 am	Good Manners 2	Vange
11:00 am	Beginning Tricks	Vange

Note: Saturday classes, Vange is willing to switch to afternoon (1:00 pm and 2:00 pm) if an agreement is made for the Reactive Rover Classes