

NAPA VALLEY DOG TRAINING CLUB BOARD MEETING - APPROVED

MAY 28, 2024

1 of 3

ATTENDANCE: OFFICERS: President Linda Wargo, Vice President Carol Coawette, Treasurer Lori Jackson. Members At Large: Donna Golemon, Roxann Gracia, Karen Jackson. Past President: Mary Ash

- I. CALL TO ORDER: 2:02 PM
- II. CALL FOR ADDITIONS OR CHANGES TO AGENDA - Add Year End Award Application Form to Board Goals #4.
- III. TREASURER'S REPORT - Lori Jackson
  - A. CHECKING = \$24,226.60
  - B. SAVINGS = \$22,367.83
  - C. CD = \$20,979.09  
(It was noted that a fee of \$15 was charged on a stop payment check.)
  - D. April P&L: Unavailable (Linda W. to follow-up with Linda L.) Linda W. to request copies of the State and Federal Income Tax Filings.
- IV. MINUTES - Roxann Gracia  
Minutes of April 23, 2024 Board Meeting approved with changes to V. C. (3) Removal of names.  
(7 Y, 0N, 0A)
- V. BOARD, COMMITTEE & CHAIR REPORTS
  - A. MEMBERSHIP/VOUCHERS - Carol Coawette/Lori Jackson  
Carol reports that with the new members joining in the last General Meeting, the Club now has 56 members.
  - B. OFFICE - Mary Ash  
Office is caught up except for today's mail. Registrations in some classes are light. Some classes may be combined and Donna to be informed of any changes.
  - C. TRAINING - Donna Golemon
    - Two incident reports were reviewed for the file.
    - Dena Perrish application for trainer of Puppy/ADO/GM1 and Assistant for GM2 was approved unanimously. It was noted that the next step was provisional teaching and review.
    - LAPPS for July 20th, "Caring Canines" wants trainers. (Sandy, Linda L. and Donna Volunteered.)
    - Rattlesnake Training - Donna still working on details. It was noted that the fee charged will be split 50-50 with the club. A cancellation policy will need to be developed.
    - Thursday is Napa Humane open house at The Yard. Demo at 6pm. See Donna for details.
    - Friday 8:30 am Zoom meeting regarding LIMA training. See Donna for details.
    - Donna has completed the 1 hour employee training on sexual harassment. The two hour management training will need to be completed. The course is free, but employees will be paid for their time.
    - Violence in the Workplace Training - will revisit if over 10 employees. (Anne Stanley to provide memo of understanding.)
    - Sessions 5,6, and 7 are set for the remainder of the year and will be sent to Sue for posting.
    - Survey was reviewed and results will be supplied by Donna as an attachment.
    - Class on grooming - Donna to research and Mary to help. This would be open to members and anyone in current classes. Vote to proceed: 7Y, 0N,0A
    - Donna is developing classes based on club needs as indicated.. Board to review and approve as needed.
    - Discussion was held regarding taking classes outside and on the road. Request help when planned late in the session and when appropriate.
    - Increasing the number of dogs per class to 10 was on a trial basis and it was determined to

return to 8 dogs maximum per non-specialty class.  
-New curriculum - Puppy and ADO are done. GM1 done by Friday.  
-Time Sheets - Discussion was held regarding pay every 2 weeks vs twice a month. Linda W. to discuss with Linda L. issues involved. Time cards are to be on the clip Board in the office. Donna or Lori to review prior to submitting to Linda L.

D. PUBLICITY

-Linda W. working on distribution list.  
-Sue O. can provide a few business cards for trainers.  
-Linda W. to check with Marilane regarding posting the graduation photos on social media.  
-It was suggested that trainers give Marilane pictures of current class participants.

E. BUILDING - Karen Jackson

Rescue and Pooph were reviewed.

For Pooph: it was noted that the mess (urine and poop) be wiped up with paper towels, and then sprayed with the Pooph to decompose the organic material left. It is not designed to clean up big messes first. Pooph will be supplied for general use on the training floor.

For Rescue: Roxann provided the Ready-To-Use bottles to be stored with the other chemicals for use for disinfecting where there are concerns. (Crates, counters etc.)

For the cleaning crew, Roxann will order, provide labelling, expiration date stickers, directions for diluting the concentrate, and Material Safety Data Sheets. Other cleaning solutions will no longer be used. Karen to provide diluted bottles for the cleaning crew and instruct the crew on the changes. After dilution, the solution is only good for 90 days.

F. NEWSLETTER - nothing to report

VI. OLD BUSINESS

A. Trainer Promotion Subcommittee Report - Mary Ash

No report

B. Building Opening/Closing Policy - Linda and Donna

Ultra Lock is ok per Ross. Next step is researching a Locksmith. Contacting Horton Lock and Key was suggested as well as Ross may know someone.

C. MSDS - Roxann to provide for the Rescue.

D. AB5

1. Mandatory Education - already discussed. See under Training.
2. CAL-OSHA - See MSDS training. This should be gone over at the Training Committee Meeting as FYI. (Rescue and Pooph)
3. Workplace violence - See under Training

E. LAPS request for Fall - Linda is awaiting response from LAPS

F. VOUCHER AUDIT - Lori Jackson

\$48,155 in Outstanding Vouchers  
\$3,840 for the Board  
\$36,105 in Blue Vouchers  
\$9,625 in Full Class Credits  
\$8,210 in Meeting Vouchers

G. FACEBOOK Posting Guidelines were discussed.

H. "GARAGE/TAG SALE" - Debbie Hilton and Dena Perrish will help. Karen will help set up. Linda W. to request member help at next general.

I. BOARD GOALS AND PROJECTS FOR 2024

1. Gerry Glantz Award - Roxann and Dena  
New Policy was reviewed and approved. (6Y, 1N, 0A) - See attached
2. Educational Stipend Changes - tabled
3. Financial Review - Tabled
4. Year End Award Application Form - the form was reviewed with two changes.  
Add Lori Jackson instead of Carol Coawette and 2024 at the top instead of 2023.

VII. NEW BUSINESS

A. FORMS AND COPIES

Class Credit Vouchers, Class Attendance Rosters, and some class handouts are needed. Office staff cannot provide. No action.

- B. PERPETUAL CLUB CALENDAR - It was requested that the perpetual calendar be resurrected. (Started previously by Roxann.) Some things to include would be: City License renewal, Liability insurance renewal, Workman's Comp. renewal, and Rental agreement.

VIII. NEXT BOARD MEETING CONFIRMATION - tabled

IX. MEETING ADJOURNED: 4:41 PM

Minutes Submitted by:

Roxann Gracia

ATTACHMENTS;

SURVEY RESULTS - Donna Golemon  
YEAR END AWARD APPLICATION - On Line Sue Osborn  
GERRY GLANTZ AWARD POLICY

## Summary of Survey May 2024 -

1. What is your level of interest in taking a dog training classes currently?
  - a. Not interested - 1
  - b. Very interested - 18
  - c. Somewhat interested - 42
  
2. Which specific classes are you interested in? (top 4 answers)
  - a. Mixed class
  - b. CGC
  - c. Pet Therapy
  - d. Jumping over obstacles
  
- 3.
  
4. Regarding taking AKC trick classes, what is your preference? (top choice)
  - a. Not interested
  - b. 2-week classes
  - c. other
  
5. What class duration would you prefer?
  - a. 4-week, top answer
  - b. Other
  
6. Would you prefer classes on weekends or weekdays?
  - a. Weekdays
  - b. Weekends
  - c. No preference
  
7. Do you have any suggestions for new classes or activities that you would like to see offered at the club?
  - a. A class to help tough case dogs would be useful (reactive)
  - b. I like the array of classes already offered
  - c. Current classes meet my needs
  - d. New bad habits
  - e. I want to train my puppy with your team, but too few puppy options for working dog parents. Weekend early would be a great option.
  - f. Fit dog, older dog fitness
  - g. A proper grooming class possibly as a 1-2-week class. Our dogs are brushed daily but when it comes to trimming or using the clippers sometimes, I come up with some crazy looks. I know I'm not doing it correctly

- h. Clicker training
  - i. Service dog training
  - j. Intermediate and advanced classes geared for family dog not just trialing
  - k. Reactive Rover
8. How important is the social aspect of dog training classes to you?
- a. Very important (24)
  - b. Somewhat important (25)
  - c. Not important (12)
9. Are there any specific challenges or goals you have for your dog that you would like assistance within a class setting?
- a. Barking
  - b. Always, obedience
  - c. Reactivity on leash
  - d. Dog is aggressive dog barker in car, with tail wagging. How to stop her from behaving so badly only in a vehicle
  - e. Getting her to ignore distractions, especially while walking
  - f. Urban CGC title and further with her trick title. I think she would be an outstanding therapy dog. Interested in pursuing additional skills towards the goal.
  - g. Learning to how to get better at not rewarding their jumping
  - h. Maybe group class is or isn't where I need to go to work on some of the issues I've been having. However, I was let down by the fact that there was nowhere for me to go between eight months and 1 year old.
  - i. We have always liked traveling with a dog but haven't done much since the pandemic and then with a new puppy. Perhaps the newsletter could have an article about member's experience and favorite trips
10. How likely are you to recommend our dog club's classes to other dog owners?
- a. 42 - yes
  - b. Maybe - 4
  - c. No - 3 (including Kim Leslie)
  - d. Comment - Not likely, I have spent over \$200.00, and she really has not improved...even her socialization skills are non-existent
  - e. A couple of comments regarding taking the class depending on who the teacher is.
11. Do you have any additional comments or feedback regarding our current class offerings or the dog club in general?

- a. ....enjoy classes that offer new things for my dogs to encounter. Dining out, community walks, etc.... training in the same room all the time is great, but we take our dogs out into the big world as well, so that kind of exposure is great
- b. I enjoy good manners 1, I would take GM2 if it was offered on a Friday evening. Hard to make other classes I work
- c. Are not many evenings classes
- d. We are LUCKY to have this right here in Napa
- e. More options
- f. I think I've said it all...I felt like it was a waste of time and energy the last two times we attended classes there. My dog needs obedience training.
- g. A lot of dogs are not ready for GM 2, There needs to be more advanced classes
- h. Instructors spend too much time TALKING. I would like to see the dogs get more time practicing instead of listening to instructors and watching them train and practice with their own dog as examples. Our most recent class had our dog sitting on a mat for over half the class time.
- i. Love, Love the club

## Napa Valley Dog Training Club 2024 Year-End Awards Application

You have until December 31, 2024 to complete your titles. However, if you have received awards so far this year, please fill out your paperwork ASAP.

Please fill out all information below.

You must fill out a separate application for each individual award.

Your Name \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Dog's Registered Name (if applicable) \_\_\_\_\_

Dog's Call Name \_\_\_\_\_

Dog's Breed \_\_\_\_\_ Variety/Color \_\_\_\_\_

Date/Title Received \_\_\_\_\_

Title Received (i.e.: AKC Agility Novice Jumper, AKC Champion, CD (Companion Dog))  
\_\_\_\_\_

Dates of 2024 meetings attended: \_\_\_\_\_

Date(s) & description(s) of 2024 NVDTTC activity (activities) you participated in: \_\_\_\_\_  
\_\_\_\_\_

Tell us about your dog:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you already have a plaque? \_\_\_\_\_

Do you only need a new engraving for your existing plaque? \_\_\_\_\_

Remember to turn in your plaque if you have empty plates that need to be filled.

If you do not already have a plaque or need an additional one:

1) Provide a photo and 2) indicate the number of plates desired:  6  12

To receive your year end award, you must have attended at least four meetings in 2024—no exceptions. See Lori Jackson if in doubt about whether you have fulfilled this requirement. You must also have participated in at least one board approved activity as listed in NVDTTC's Guidelines and Procedures.

This form must be returned to Linda Wargo, 230 James Road, American Canyon, CA 94503 OR forms and plaques can be left at the club in a bag or envelope with Linda Wargo's name on it no later than **January 8, 2025.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

APPROVED

B. ANNUAL SERVICE AWARD (Old section to be removed and revised as follows:)

1. SCOPE:

THE NVDTC GERRY GLANTZ MEMORIAL CLUB SERVICE AWARD recognizes and celebrates members who have made a significant contribution to the NVDTC and promotes culture of excellence. The Award may be awarded once per year.

2. NOMINATIONS:

- a. Any member in good standing with the NVDTC may nominate another member when significant contributions to the NVDTC have been identified.
- b. Nominations must be given in writing to the Award Committee Chairman and include the contributions to the NVDTC made by the nominee.
- c. Criteria  
The Nominee:
  - 1.) Is a current Club member in good standing.
  - 2.) Follows and uphold NVDTC By-Laws and Rules.
  - 3.) Contributes to the overall well-being and growth of the NVDTC.
  - 4.) Represents the NVDTC in a professional and positive way.
  - 5.) Has not received the Award within the last 3 years.
  - 6.) Is not the current President of the Board.

3. PROCESS

- a. The Selection Committee will consist of the President of the Board of Directors, the three immediate previous awardees, and one member selected from the General membership.
- b. Volunteers shall be requested at the October General Meeting to fill the General membership committee member position. If more than one volunteer is identified, the selection will be by random drawing. Should the general membership committee member be nominated, an alternate will be appointed by the President of the Board, from the General Membership.
- c. The Selection Committee shall be identified at the October General meeting.
- d. The chairman of the Selection Committee shall be chosen by majority vote of the members of the Selection Committee.
- e. Nominations shall be due by December 1st. All Nominees and committee members will be announced at the December General Meeting.
- f. The Award will be presented at the Annual Banquet by the President the Board of Directors.