

NAPA VALLEY DOG TRAINING CLUB BOARD MEETING MINUTES

August 5, 2019

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I. CALL TO ORDER

- A. President, Linda Luchsinger, called the meeting to order at 6:38 PM.
- B. Board members present: Sandy Bonifield, Carol Coawette, Maria Giaccio, Linda Luchsinger, Stefanie Meinhardt, and Sue Osborn.

II. SECRETARY'S REPORT—Sue Osborn

- A. MSC to approve the July 2, 2019 board minutes as published.
- B. A note from Napa Humane to our club thanking us for a variety of donations was shared.

III. TREASURER'S REPORT—Stefanie Meinhardt

- A. Checking: \$42,054.72 as of July 31st.
- B. Savings: \$22,309.24 as of July 31st.
- C. Paypal: \$1,004.00 as of July 31st.
- D. Stefanie created a graph showing charges for PG&E using data from 4 years back. Graph shows a spike in charges in March of this year of approximately \$600. Linda will go back to 2011 through 2014, when our space was larger, to make further comparisons.
- E. Financials attached.

IV. BOARD, COMMITTEE & CHAIR REPORTS

- A. **PRESIDENT**—Linda Luchsinger
No report.
- B. **VICE-PRESIDENT**—Sandy Bonifield
 - 1. There will be a presentation by Carmen Estrada on Pet Emergency Preparedness at the August 12th general meeting. Sue sent out email to members and the student database to tell them about the presentation.
 - 2. Napa County Community Animal Response Team is a possibility for a future meeting presentation. Linda will provide more information to Sandy about this group.
- C. **MEMBERSHIP**—Carol Coawette
Updated membership list was sent out after last board meeting .
- D. **OFFICE**—Sandy Bonifield
Office is running fine.
- E. **TRAINING**
 - 1. A mini-meeting was held July 24, 2019 at Marilane's house. Schedules for 2020 will be set at the next scheduled meeting on October 23rd.
 - 2. Stefanie will put together a proposal for setting up an Intro to Agility class.
 - 3. **Clickers and Touch Sticks:**
 - a. MSC to approve Donna's request to purchase clickers and touch sticks for her upcoming clicker class. Cost will be passed on to her students.
 - b. Linda will ask Donna to buy extras to keep on hand for future purchases by students.
 - 4. A class Refund was approved for Mackenzie Miller and her dog Rocky.
 - 5. Sandy will be giving a credit voucher to Julie Beckstotter.

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F. PUBLICITY

Stefanie will be ordering more rack cards to have on hand for next general meeting for members to take to vets and to distribute in community.

G. BUILDING—Maria Giaccio

1. Taking care of lights is still on hold.

2. Mats:

Donte laid down new mats on Saturday, July 13th and taped the mats, with Linda Luchsinger's help, on July 20th. Total cost for 28.5 hours of work: \$440.00. Cost for tape: \$246.99. Back area near office and crates to be matted later.

H. NEWSLETTER/WEBSITE—Sue Osborn

1. Meeting announcement for the August 12, 2019 meeting was sent out on August 2nd and included announcement about Emergency Pet Preparedness presentation being given by Carmen Estrada.

2. Deadline for September-October newsletter is August 20th.

I. AOCNC—Sue Osborn, Mary Ash, Joy Wood

1. Summer workshop at CalState East Bay was held July 28th. There were three NVDTTC members working Napa's ring: Mary Ash, Joy Wood and Donna Albini.

2. The seminar is on track to be held at Mt. Diablo Dog Training Club on Sunday, September 22nd. NVDTTC members interested in attending to let one of the AOCNC reps know.

V. OLD BUSINESS

A. VST Test

Kay Hall is still in process of checking with State Hospital for venue for the 2020 VST Test.

B. Nominating Committee

Linda, Stefanie and Sue will be making calls to members.

C. Bark for Life 2019

A leash and free class certificate were donated to this event.

D. Walk For Animals - Napa Humane - August 4, 2019

1. A very successful day with Maria, Linda, Stefanie & Carol & Jackie McGrath volunteering to work at the NVDTTC table.

2. The freestyle drill team did a demonstration and a basic rally ring and some jumps were set up for attendees and their dogs.

3. A total of 500 flyers were provided for the Napa Humane goodie bags along with a donation of a leash and a free class certificate.

E. Guidelines and Procedures

Sue will be working on a draft for approval based on additions/changes presented at last board meeting. Current job descriptions, to be included, were sent out to board members and are still in need of review.

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F. CPR and First Aid Seminar with Peter Pay in 2020

It was approved on July 8, 2019 by general membership to hold this seminar.

G. Sue McGuire November 17, 2019 Four-Hour Seminar

On July 8, 2019, general membership approved to hold this seminar.

VI. NEW BUSINESS

Clear The Shelters Event - Napa County Animal Shelter

A. NVDTC was invited to participate in this event taking place on August 17 from 11 to 3.

B. Linda, and Sandy plan to be there at 10:30 to set up. At the next general meeting, members will be asked to also help at the event. Sue will check with Napa County Animal Shelter to see if a table will be provided.

VII. MEETING ADJOURNED at 8:10 PM.

Respectively submitted by
Sue Osborn, Secretary

Attachments:

- 1) Balance Sheet for July
- 2) Profit & Loss YTD Comparison
- 3) PNL by Class

1:29 PM

08/04/19

Accrual Basis

Napa Valley Dog Training Club
Balance Sheet
As of July 31, 2019

	<u>Jul 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · Cash - Rabobank	42,054.72
105 · Savings - Rabobank	22,309.24
110 · Paypal Clearing Account	<u>1,004.00</u>
Total Checking/Savings	<u>65,367.96</u>
Total Current Assets	<u>65,367.96</u>
TOTAL ASSETS	<u>65,367.96</u>
LIABILITIES & EQUITY	
Equity	
300 · Equity	52,972.13
32000 · Unrestricted Net Assets	14,062.67
Net Income	<u>-1,666.84</u>
Total Equity	<u>65,367.96</u>
TOTAL LIABILITIES & EQUITY	<u>65,367.96</u>

Napa Valley Dog Training Club
Profit & Loss YTD Comparison
July 2019

	Jul 19	Jan - Jul 19
Ordinary Income/Expense		
Income		
400 · Class Fees		
401 · Ado Dog	1,683.35	13,178.35
402 · Puppy	735.00	9,192.50
403 · GM1	1,470.00	12,160.00
404 · GM2	315.00	1,940.00
405 · Rally	255.00	4,811.50
406 · Puppy Playtime	0.00	710.00
407 · Small Dog Social	0.00	615.00
408 · Scent Work	0.00	7,923.50
409 · Dog Dancing	115.00	4,815.00
410 · CGC	0.00	1,875.00
411 · Beyond Basics	0.00	500.00
413 · Tricks & Games	0.00	680.00
416 · Obedience	125.00	750.00
Total 400 · Class Fees	4,698.35	59,150.85
420 · Equipment	56.50	1,168.42
430 · Dues	35.00	1,225.00
435 · Miscellaneous	0.00	8.00
440 · Building Rental	90.00	736.00
445 · Donation	0.00	104.00
450 · Discounts	-161.20	-2,488.70
455 · Class Credit	0.00	-125.00
460 · Vouchers	-40.00	-5,547.50
470 · Scent Work Trial	0.00	804.09
Total Income	4,678.65	55,035.16
Expense		
500 · AOCNC	0.00	225.00
503 · Advertising	29.64	189.65
505 · Building		
506 · Repairs & Maintenance	781.99	1,321.53
507 · Renovation	0.00	52.51
505 · Building - Other	0.00	167.82
Total 505 · Building	781.99	1,541.86
510 · Bank Charges	117.42	764.51
513 · Class Supplies	0.00	1,017.17
515 · Events & Trials		
515a · Scentwork	0.00	477.35
515b · Tracking	0.00	25.92
Total 515 · Events & Trials	0.00	503.27
520 · Instructor Fees	2,322.00	10,349.00
525 · Insurance	800.00	800.00
530 · Leashes/Collars/Treat Pouches	238.75	1,847.48
535 · Office Supplies	0.00	386.42
537 · Outside Services	384.00	3,336.00
538 · Postage/PO Box	0.00	136.44
539 · Property Taxes	56.84	56.84
540 · Rent	4,045.00	27,170.00
550 · Toys	0.00	984.29
555 · Storage	109.00	763.00
560 · Telephone	198.73	1,303.50
575 · Utilities		
575a · Electricity	92.00	854.00
575b · Gas	34.00	264.00
575c · Garbage	29.79	208.53
575 · Utilities - Other	0.00	1,302.00
Total 575 · Utilities	155.79	2,628.53

Napa Valley Dog Training Club Profit & Loss by Class January through July 2019

	Ado Dog	Beyond ...	CGC	Dog Dan...	GM1	GM2	Obedi...	Puppy	Puppy Pl...	Rally	Scent W...	Small D...	Tricks...	Unclassif...	TOTAL
Ordinary Income/Expense															
Income															
400 - Class Fees															
401 - Ado Dog	13178.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,178.35
402 - Puppy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,192.50	0.00	0.00	0.00	0.00	0.00	0.00	9,192.50
403 - GM1	0.00	0.00	0.00	0.00	12,160.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,160.00
404 - GM2	0.00	0.00	0.00	0.00	0.00	1940.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,940.00
405 - Rally	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4811.50	0.00	0.00	0.00	0.00	4,811.50
406 - Puppy Playtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	710.00	0.00	0.00	0.00	0.00	0.00	710.00
407 - Small Dog Social	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	615.00	0.00	0.00	615.00
408 - Scent Work	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,923.50	0.00	0.00	0.00	7,923.50
409 - Dog Dancing	0.00	0.00	0.00	4,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.00	4,815.00
410 - CGC	0.00	0.00	1875.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,875.00
411 - Beyond Basics	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
413 - Tricks & Games	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	680.00	0.00	680.00
416 - Obedience	0.00	0.00	0.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750.00
Total 400 - Class Fees	13,178.35	500.00	1875.00	4,700.00	12,160.00	1940.00	750.00	9,192.50	710.00	4,811.50	7,923.50	615.00	680.00	115.00	59,150.85
420 - Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,168.42	1,168.42
430 - Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,225.00	1,225.00
435 - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.00
440 - Building Rental	0.00	0.00	0.00	90.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	646.00	736.00
445 - Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	104.00	104.00
450 - Discounts	(407.20)	(40.00)	(110.00)	(30.00)	(572.50)	(46.80)	(30.00)	(313.80)	(22.00)	(249.40)	(533.00)	(38.80)	(40.20)	(55.00)	(2,488.70)
455 - Class Credit	0.00	(125.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(125.00)
460 - Vouchers	(730.00)	0.00	(170.00)	(520.00)	(670.00)	(40.00)	(80.00)	(170.00)	0.00	(527.50)	(2,440.00)	(50.00)	(150.00)	0.00	(5,547.50)
470 - Scent Work Trial	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	804.09	804.09
Total Income	12,041.15	335.00	1595.00	4,240.00	10,917.50	1853.20	640.00	8,708.70	688.00	4,034.60	4,950.50	526.20	489.80	4,015.51	55,035.16
Expense															
500 - AOCNC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00	225.00
503 - Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	189.65	189.65
505 - Building															
506 - Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,321.53	1,321.53
507 - Renovation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52.51	52.51
505 - Building - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	167.82	167.82
Total 505 - Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,541.86	1,541.86
510 - Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	764.51	764.51
513 - Class Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,017.17	1,017.17
515 - Events & Trials															
515a - Scentwork	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	477.35	477.35
515b - Tracking	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.92	25.92
Total 515 - Events & Trials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	503.27	503.27