

Napa Valley Dog Training Club January 24, 2022 Board Meeting Minutes

- I. Meeting was called to order at 5:33 by Interim President Mary Ash. Additional members in attendance were Debbie Hilton, Lori Jackson and Sue Osborn.
- II. Call for additions to agenda:
 - Approval of new space heater for office use. MSC
- III. TREASURER'S REPORT - Lori Jackson
 - A. Savings...\$22,352.61
 - B. Checking...\$41,477.65(as of Jan. 1)
 - C. Umpqua Bank signees are now Sue Osborn and Lori Jackson.
 - D. Review of past financial statements - meeting will be set with Linda Luchsinger.
- IV. MINUTES

Approval of January 3, 2022 Board Meeting Minutes was handled via email before a copy was given to the bank.
- V. BOARD, COMMITTEE & CHAIR REPORTS
 - A. MEMBERSHIP/VOUCHERS - Lori Jackson
 1. 2022 Membership Renewal is at about 50%. Sue Osborn will send out an email reminder about deadline for payment.
 2. Past voucher log has been completed by Linda Luchsinger.
 - B. OFFICE - Mary Ash
 - Dropbox for new registration procedure has been approved for purchase and installation.
 - C. TRAINING - David Le Count (absent)
 1. January 28 meeting on track with 15 people signed up.
 2. Session 2 signup started today. Beginning classes fill up fast.
 3. 2022 Instructor Contracts received, hourly rate increases to be discussed at subsequent Board Meeting.
 4. Regarding PayPal rollovers, since we are transitioning to a new registration process Sue Osborn asked that we stop doing rollover credits NOW.
 - D. BUILDING - Debbie Hilton
 1. Flyers addressing location of dog potty station were sent out to Members and posted at Clubhouse.
 2. Comcast Business Starter Contract expires in October. New rate unless we need more bandwidth will be an

additional \$50 a month.

3. Members that are no longer Board Members or Instructors are asked to return their door key. The Board will decide on a case by case basis if Office workers will be assigned a key.

- E. SUNSHINE - Debbie Hilton
 - Cards sent to Chris Mayer (second surgery), Linda Wargo (broken wrist) and Neanna Gracia (birth of baby girl).

VI. OLD BUSINESS

- A. Golden State Greater Swiss Mountain Dog Club inquiring about partnering on a Scent Work Trial has not responded to Sue's reply.
- B. Guidelines and Procedures update - Marilane, Debbie and Sue to schedule meeting next week for some finalizing of project.
- C. Awards Banquet - No one from General Meeting volunteered to work on committee, so Board Members will assume task.
- D. 2021 Audit Committee volunteers will be Donna Golemon, Sue Osborn and Mary Ash.
- E. Toy Purchase Budget on hold.
- F. AB5 - No update

VII. NEW BUSINESS

- A. Request for donation from Northwood Elementary School April fundraiser was approved. We will send them a \$125 Gift Certificate.
- B. Session 1: 8 students attending class without turning in shot records. How to solve this problem, when they are reminded? No resolution made.
- C. New Incident/Complaint Form is now displayed and filed in the Office. Sandy will be asked to fill out Incident Form regarding her accidental fall during class.
- D. Certificate of Insurance has been sent to Sawyer Properties.
- E. Updated Perpetual Calendar was provided to Board.
- F. Club Activities/Speakers/Demos
 - Scent Work Class will do a demo at Feb 14 General Meeting
 - "May Madnees" bring your dog event will be moved to July and renamed.

VIII. MEETING ADJOURNED at...7:30PM

Minutes submitted by Debbie Hilton