

NAPA VALLEY DOG TRAINING CLUB  
BOARD MEETING MINUTES  
February 28, 2022

- I. MEETING CALLED TO ORDER at 5:33 by Interim President Mary Ash. Other Board Members in attendance included Debbie Hilton, Lori Jackson, David LeCount and Sue Osborn.
  
- II. NO ADDITIONS OR CHANGES TO AGENDA
  
- III. TREASURER'S REPORT - Lori Jackson
  - A. Money Market...\$22,362.97
  - B. Checking.....\$47,894.64
  - C. Paypal.....(too early for report)
  
- IV. JANUARY 24, 2022 MINUTES were approved as posted.
  
- V. BOARD, COMMITTEE AND CHAIR REPORTS
  - A. Membership/Vouchers - Lori Jackson
    - 1. Lori provided an up-to-date membership roster to the Board that was approved to be sent out to all members by Sue.
    - 2. Lori has designed a new format for keeping track of voucher dispersal and usage.
    - 3. Current policy of transferring vouchers to members only will stay in place for now. Topic can be revisited in 6 months.
    - 4. Board member voucher payments will be 3 times a year, in April, August and December at \$50 each payment for a total of \$150.
  - B. Office - Mary Ash
    - Due to the fact that current office workers are absent with personal reasons Sue will send out an email to request volunteers.
  - C. Training - David LeCount
    - 1. Session 3 schedule is posted on the website.
    - 2. Board clarified minimum/maximum student numbers (MSC): Rally and Scentwork 3 minimum/6 maximum  
All other classes 4 minimum/8 maximum
    - 3. Next Training Meeting set (during break) for June 2 at 6PM.
    - 4. Educational reimbursements were approved (MSC) for Carol Coawette \$65, Vance Leonis \$65 and Lea

Ronald \$130.

- D. Publicity - No report
- E. Building - No report
- F. Sunshine - It was noted that Donna Albini's golden retriever, VeeVee is ill with cancer.

## VI. OLD BUSINESS

- A. Guidelines and Procedures are in the final stages. Sue to contact Marilane regarding Board's decision about class max/min's and inquire if she can push to finish project prior to March 28 Board Meeting.
- B. Club Banquet
  - 1. Linda Wargo has sent plaques and brass out to engraver for awards.
  - 2. Goal is to have luncheon set for the end of May.
  - 3. Board to research available restaurants with back banquet rooms.
- C. 2021 Audit
  - Committee met Sunday 2/27. Sue is typing up findings. Board will review at next month's meeting.
- D. Review of past Financial Statements
  - Board will meet with Linda Luchsinger this Sat. March 5 at 1:15PM.
- E. Toy Budget
  - No decision on setting new budget yet. Sandy has a recent order that she is bringing in.
- F. Registration Process Update - Mary Ash
  - 1. Dropbox has been purchased and installed on side of building to the left of entrance. Cost...\$147.65.
  - 2. Mary and Sue have keys for Dropbox.
  - 3. Debbie to make sign to label...NVDTC DROPBOX
  - 4. Sue will email samples of new Registration Forms to Board.
- G. AB5 - Mary Ash
  - No update on finding a lawyer specializing in our type of business/corporation. However, some local clubs have converted instructors from independent contractors to employees.
- H. "May Madness" event has been scheduled for July.
  - No further discussion tonight.
- I. Instructor Fees
  - Effective as of the beginning of Session 5, instructor fees will be increased \$4 per class hour for all levels of

Instructors. (MSC)

VII. NEW BUSINESS

A. Masking Requirements

Requirements will be changed this week and signage will read: "IF NOT FULLY VACCINATED MASKS REQUIRED". (MSC)

B. New Cleaning Service Contract - Debbie Hilton

New 2 hour weekly contract with Napa Valley Support Services was approved via email and in person conversation for an increase from \$70 to \$77 an hour effective 3/1/22. So noted.

The following Agenda Topics were put on hold until the next Board Meeting.

C. General Meetings

1. Member request from Cheryl George
2. Encouraging attendance and engaging members

D. June Pizza Party

E. Virtual Titling

VIII. MEETING ADJOURNED at...7:43PM

Minutes submitted by,  
Debbie Hilton