

NAPA VALLEY DOG TRAINING CLUB  
BOARD MEETING MINUTES  
JUNE 1, 2022

- I. Meeting was called to order at 4:30PM by Interim President Mary Ash. Other Board Members present were Debbie Hilton, Lori Jackson, David LeCount and Sue Osborn.
  
- II. Additions added to the agenda
  - A. Under "Old Business"
    1. #H...Jubilant July Jamboree
    2. #I....Training Room Shelving
  - B. Under "New Business"
    1. #C...Walk for Animals
    2. #D...Purchase of Collars/Leashes
    3. #E...PAWS Building Rental
  
- III. TREASURER'S REPORT - Lori Jackson
  - A. Savings Account.....\$22,363.35
  - B. Checking Account...\$52,206.78
  - C. PayPal.....\$0
  
- IV. MINUTES FROM APRIL 25, 2022 were approved as posted. (MSC).
  
- V. BOARD, COMMITTEE AND CHAIR REPORTS
  - A. Membership/Vouchers - Lori Jackson
    1. Lori asked for updated count on Pizza Party attendees.
    2. Sue will send out one more RSVP request and get back to Lori.
  - B. Office - Mary Ash
    1. Session 4 registration issues
      - a. Problem with phone line not rolling over to line 2 when busy. Mary will contact Comcast.
      - b. Mary reiterated that when students are registering all monies, whether cash or check and vouchers, must be turned in when due. No partial payments.
  - C. Training - David LeCount
    1. Training Meeting Thursday 6/2 at 6PM.
      - a. Session 4 starts 6/6.
      - b. Sessions 5 and 6 will be planned.
      - c. Registration will open for Session 5 on 6/20
  - D. Publicity

Debbie will place an order of address labels to finish updating business cards. (MSC)

- E. Building - Debbie Hilton
  - 1. Next pest control spraying will be scheduled for 6/17.
  - 2. NVSS Cleaning Supervisor will be given a key to access the building when Debbie is not available to meet with the cleaning crew. (MSC)
  - 3. Debbie will send note to Anne Stanley re: returning door key since she is no longer doing support for DogBizPro.
  - 4. Mary noted that Sawyer Property is covering the gas expense for our unit.
- F. Sunshine - Debbie Hilton

A card was sent to Joe and Neanna Gracia in sympathy for the loss of their older dachshund.
- G. Newsletter/Website - Sue Osborn
  - 1. Any notices to be included in next General Meeting announcement due to Sue by 6/22.
  - 2. Sue is continuing to work on updates to new website.

## VI. OLD BUSINESS

- A. Annual Banquet was a success, however, we don't have a final expense update yet.
- B. Guidelines and Procedures final minor corrections by Sue are being completed.
- C. New Insurance Company

Discussion tabled until next meeting to review policy terms and application.
- D. Cleaning and Disinfecting Procedures Status

Debbie will send email suggestions to Board Members regarding disclaimer on posted Cleaning and Disinfecting Guidelines to reflect State and County recommendations.
- E. June Pizza Party 6/13 6:30PM
  - 1. Board to setup room at 5:15.
  - 2. Sue's additional RSVP form will help Mary plan food order also.
  - 3. Sue volunteered to purchase ice and drinks for the meeting.
- F. Status of Assembly Bill 1901

Discussion on hold until any amendments are finalized and bill passes.
- G. Instructors Building Use

Clarification of policy is that instructors may use the building to evaluate current or potential students for placement in our classes. Instructors may not use the building to have their

own dog evaluated by an outside instructor/trainer or behaviorist.

H. July Jamboree

Sue will send out an RSVP form to help with planning the event. (To be sent after June Meeting.)

I. Training Room Shelving

Mary will ask General Membership to approve extra funds to cover increased price of shelving.

VII. NEW BUSINESS

A. Judy Gamet's reimbursement request was declined as she is a DCD instructor (not an NVDTC instructor) and so not eligible for compensation.

B. Audit Report Status

Report to be sent to previous Treasurer for review.

C. Walk for Animals

Marilane will be asked if she is wants to organize club participation in event.

D. Collar/Leash order

Debbie noted that we need Gentle Leader collars in sizes medium and large. Mary will ask Sandy to place order.

E. PAWS has sent in a check to reserve the building for 7/30.

Sue will contact Sara re: correct procedure and needed paperwork.

VIII. Next Board Meeting to be held 6/27.

IX. Meeting adjourned at 7:46PM

Minutes submitted by,  
Debbie Hilton