

**NAPA VALLEY DOG TRAINING CLUB  
SPECIAL BOARD MEETING  
SEPTEMBER 29, 2021**

**i. CALL TO ORDER** - President Sue Osborn called the meeting to order at the Club House at 6:10 PM.

Also in attendance were: Linda Luchsinger, Carol Coawette, Mary Ash, Sandy Bonifield, Debbie Hilton, Marilane Bergfelt, Roxann Gracia

**II. REVIEW OF BOARD MEMBER VOUCHER AMOUNTS**

Discussion was held regarding calling the vouchers as "event" vs hours worked. Being a Board member, or working on BizPro, or Class Assistant would be referred to as "event" participation.

Motion was made to increase Donna Golemon and Anne Stanley's Vouchers to match the Office Worker EVENTS, effective immediately. This would now be \$60 per session for Donna and Anne. Motion passed unanimously.

Motion was made to increase the Board member vouchers to \$150 per year starting next year, January 2022.

Motion passed with Aye: 7 Nay: 1

**III. PERPETUAL CALENDAR**

Idea was brought forth by Roxann. Additions were made and will be given to the President for future Board use. (Tax forms May 15th. Jan. 31st 1099 due to trainers. September: Update Membership Applications. October: Service Award and End of Year Award Forms

**IV. ANONYMOUS VOTING**

Discussion was held whether to follow the AKC and current ByLaws with regard to anonymous voting. Motion was made to follow the Guidelines:

Aye: 4 Nay:4 Motion did not pass.

**V. COMPUTER DONATION**

Sue is donating a computer and keyboard for DogBizPro use in the office. Marilane stated she had an extra monitor. Current fee for the program is \$75 per month with \$5 extra for each user. Donna will be stepping aside from running the program at the end of the year. Sue will work with the office staff and trainers in using the program and changing a few things.

**VI. BUILDING USE RENTAL CHARGES**

Discussion was held regarding fees. Proposal was a new 1/2 day rate with no hours specified. No change in cleaning procedures in between users. Cleaning deposit to remain at \$100. Motion was made to decrease for profit use to \$150/day, non-profit \$40 for 1/2 day (no hours specified) and for full day non-profit a rate of \$75. Motion was passed: AYE: 7 NAY: 1

**VII. VOUCHER SCHOLARSHIP FUND**

No Action. Will not be addressed by this Board. Give to future Board.

**VIII. INSTRUCTOR CONTRACTS**

On hold pending Lea's research.

Judy's contract/review tabled until Monday. (It was stated that there would be no financial change in what the Club gets with her new contract vs the current contract.)

**IX. REVIEW OF COMPLAINT PROCESS AND POLICY**

First discussion was to strike "incident" from the Complaint Form to eliminate potential confusion. Second discussion was to have only one form with check boxes. Process/Procedures need to be developed. Marilane and Sue to revise forms and procedures.

**X. AKC BYLAWS AND UPDATES REVIEW**

It was decided to let the new Board review and update. It was noted that the Club does not need AKC to be a non-profit.

XI. MEETING ADJOURNED: 7:40 PM

Minutes Submitted by: Roxann Gracia