

RICHMOND DOG OBEDIENCE CLUB, INC.
BOARD MEETING MINUTES
June 11, 2024

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Tuesday, June 11, 2024 at the club building on Tomlynn Street. The meeting was called to order at 6:24 p.m.

The following Board Members were present:

President: Patti Kilcullen (2024)

Corresponding Secretary: Merilynn Bergstresser (2024)

Training Directors: Gabby Hughes (2024/2025)

Recording Secretary: Claibourne Jackson (2024)

Treasurer: Rocky Altimore (2024)

Member at Large: Judi Edwards (2023/2024), Donna Crumpler (2023/2024), Dave Frazier (2024/2025), Theresa Myers (2024/2025)

Board Members absent: Vice President, Carolyn Wilkerson

Minutes of the last meeting:

- Judi Edwards made a motion to approve the minutes of May 2024's Board meeting as amended, Donna Crumpler 2nd d the motion and the motion was passed on verbal vote

Corresponding Secretaries Report: none

Recording Secretaries Report: none

Report of the Treasurer: none

Report of Committees

Buildings and Grounds:

- Dave Frazier asked if there was a preferred recycling method for the laser cartridges used by the RDOC office printer. Resolution was to ask Sandra Thurston to drop them at Staples or Office Depot or similar. If, for some reason, she couldn't, Donna Crumpler said she would take them somewhere.
- Roofing contractors replaced the roof drain for the Annex, however, it wasn't done correctly and is still leaking at random. Continue to monitor, report and close the Annex if necessary.
- RDOC's contract with JanPro has been modified so that all cleaning must be done by 8:00 am.
- Dave noted the next scheduled HVAC service is July 12, from 8:00 am-2:00 pm and he will enter it on the website calendar.

Trials and Events:

- Rocky Altimore inquired if the Fetch trial, FitDog and Scent Work run-throughs were specifically listed on our insurance certificate along with the FastCAT event. He noted that *each event* must be specifically listed on the insurance certificate.
- Participants in “day of” events MUST sign a liability waiver as well as complete a registration form to include what event(s) are being entered, total amount paid, name, telephone number and email address. Theresa Myers and Claibourne Jackson will come up with a proposal for this form.
- Reminder that ALL monies taken in at events must be accounted for and turned in to the Treasurer with the correct accounting form/s.

Training:

- Gabby noted she would not be present at the July board meeting. Judi Edwards will stand-in as Training Director during Gabby’s absence should some action be required.
- Gabby will be posting a note in the PawPrint reminding instructors that ALL attendance records MUST be recorded on the website!!
- Event Chairs (for events already taken place in 2024) must make spreadsheets showing who worked which jobs/days and the points earned. These spreadsheets should be shared with the people who worked so they can review and, hopefully, agree. There will be a place on the website for Event Chairpersons to enter the points data.
- Judi Edwards is building a document library in TCdocs for all forms for tracking, FastCAT, Fetch, Rally, etc. Patti Kilcullen noted she would be glad to type in documents or otherwise help with this.

Unfinished Business:

- Gabby made a motion to amend the amount charged for the Backchaining Workshop from \$40 to \$20. Judi 2nd’d the motion and it was passed by verbal vote. Opens July 1 for registration.
- Dave reiterated that many in the general membership meeting have complained that they cannot hear whoever is speaking and he asked the status of a possible PA system or similar. Judi made a motion to go (Claibourne will go along as well) to Crutchfield to find a solution costing not more than \$500. Rocky 2nd’d the motion and it was passed unanimously.

Presentation of Applications for Membership:

- The application of Joan Trentadue was read to the Board and accepted.

New Business:

- Dave said that several people have mentioned being bitten by fleas (or ?) in the building. Merilynn made a motion for Dave to solicit 2 or 3 quotes from professional pest control companies and report to the Board. Theresa Myers 2nd'd the motion and it passed by verbal vote.
- Patti noted that Linda Heimiller and Aleta Shelton want to host CGC testing at RDOC July 10, from 9-12. This would be only for Paws for Purple Hearts and would include 5 dogs. Patti made a motion to approve holding this event in the main building. In the discussion following, it was resolved that the main building would be closed for the event, that the closing and purpose would be posted on RDOC's FB page, website calendar and in the PawPrint. Further resolved that Patti would ask Sara Grindstaff if she could photograph the event.
- Judi Edwards made a motion to hold a class (just people – no dogs) called “No Negative Nancys” on Monday, September 16 from 6:30pm to 8:30pm, covering positive reinforcement, training loops and structuring training sessions for maximum success and during which pizza and water would be made available. Claibourne 2nd'd the motion and it was passed by verbal vote
- Theresa Myers proposed inviting Sarah Babcock to do a seminar about dogs' body language. Theresa will ask Ms. Babcock if she would do this and what format, duration, cost, etc. to present a complete proposal to the Board.
- Gabby said that Mary Ann Massie has suggested that time be set aside at our regular club meetings to briefly demonstrate some skills from Tricks, Rally, Obedience, Scent Work, Fetch, etc. This idea was generally well received and the Board hopes for a detailed proposal.
- Donna expressed concern that small children were in the building essentially unsupervised and this presents a danger and a liability all around. The situation is often that an adult comes to a class with their dog, and brings a child or children along without another adult. Suggestion was proposed that children under 12 may not be in the building without a dedicated adult accompanying them, i.e. the adult attending the class with the dog cannot also be considered as accompanying a child. This should be put on the registration page when signing up for classes.
- Donna asked if, in a situation wherein a dog bites its owner in an RDOC building, is the incident to be treated the same as any other dog bite incident. Clarification is yes, still follow all the steps and rules just as when a dog bites any person in our building.

Adjournment: Donna made a motion to adjourn the meeting, motion was 2nd'd by Rocky and subsequently passed by verbal vote. The meeting was adjourned at 8:33 pm.

Respectfully submitted,
Claibourne Jackson, Recording Secretary

Minutes approved: July 9, 2024