

TCOTC Board Meeting, December 8, 2015

Meeting called to order at 7:02 by Karen Radford

Members present: Barb Yanish, Corrie Barrows, Jane Jacobson, Judy Dove, Julie Heaton-Hill, Kate Anders, Karen Radford, Mary Steinbauer, Mary Verness, Nanette Malcomson, Steve Dent, Steve Voeller, Marjana Callery

Members absent: Christina Pilon, Carin Offerman,

New Member List:

Steve D moves to approve, Judy Seconded – 9 yeas (all). Motion passes.

Officer & Staff Reports

Office Manager Report

Working on the system and getting the kinks out. Still doing a lot of double entry but getting better. Classes still seem to be filling well. Tom (custodian) is gone until Easter. Gary and his daughter Isabella are covering for the winter.

Treasurer's Report

Provided updated numbers through October but has not yet gotten to November as Mary continues to learn the new system.

Kate Moves to approve October treasurer's report, Julie Seconds – 7 yea (all present at the time) – Kate, Judy, Mary S, Steve D, Steve V, Karen, and Julie. Motion passes

Department Head Report

We had an incident occur recently and Jane requests we finalize the new incident report policy.

Action Item: Karen will get the flow chart from Steve D, reconcile the language between the documents, and send to Kate to put out for a vote. After the vote Kate will get the documents to Nanette, Corrie, and Jane for distribution to staff.

Unfinished Business

MindBody Integration Update – Janna, Kate, Corrie, Nanette

No new updates – still chugging away

Nominations - Judy

We had 5 candidates and 3 backed out. Marjana, Ben (newsletter guy), and Mary Verness are our 3 candidates.

Bylaws Update – Karen, Kate, Julie, Steve

Subcommittee met and created updated document. Shared this document with the board.

Action Item: In early new year (Feb?) add an agenda item to form a subcommittee to review the in-house disciplinary policy and update as needed.

Membership Meeting – Karen

Perhaps should be staff meeting?

New Business

TCOTC Participation at State Fair – Mary V

Neither Agility nor Obedience have been getting enough volunteers. Jane: 1) Does this fit with our mission? And 2) Is this where we want to spend our resources (both monetary and other)? People encouraged to submit proposal for alternative to dropping the State Fair as appropriate

Kate moves tcotc stop attending the state fair, Steve V seconds. 5 yea (Kate, Steve V, Julie, Karen), 2 no (Judy, Mary V), 2 Abstain (Steve D, Mary S) – Motion Passes

Volunteer of the Year - Karen

Action Item: Karen will send a volunteer of the year write up to Corrie.

Research Proposal – Kate

Board voices no concerns.

Weaves Seminar and Event Request by Anne B - Karen

Corrie moves to approve Anne's proposal, Mary S. Seconds. 9 – yea (all) – motion passes

Business Item

Item Discussion

Actions Taken

Future action items

Julie moves to adjourn. Meeting adjourns at 9:15pm