

TCOTC Board Meeting, April 14, 2015

Meeting called to order at 7:05 by Karen Radford

Members present: Kate Anders, Christina Pilon, Mary Verness, Karen Radford, Barb Yanish, Nanette Malcomson, Steve Dent, Judy Dove, Corrie Barrows, Julie Heatonn-Hill, Mary Steinbauer,

Absences: Steve Voeller, Carin Offerman,

Officer & Staff Reports

Office Manager Report:

Nothing new to report from Nanette

Treasurer's report:

We are up about 8K this year!

Corrie moved to approve, Christina seconded – 9 (everyone) Yea – motion passes

Department Head Report

None

New Member List

Christina Moves to approval, Judy seconds. 9 (everyone) Yea – motion passes

Unfinished Business

Goals and Tactics – Steve D

Steve plans to have a document ready for us to review and start to fill in at the next meeting. This would include being able to start assigning tasks related to the goals and tactics.

Mindbody Integration Update – Janna, Kate, Corrie, Nanette

There is a snag – membership cannot easily be set in the new system to reset at the calendar year. Rather, membership will last 12 months from the time of purchase. This impacts the ability of the club to produce quorum at the annual meeting. Currently approximately 30-40 people attend the annual meeting. Quorum is currently based on 10% of the membership as of the January meeting or 1/31 of that year. The website team proposes we set a special meeting to change club bylaws to require 5% of membership as quorum, effectively continuing to require approximately 30 people be present at the annual meeting for quorum.

Kate moved to grant permission to the MIndBody committee to call a special meeting to get the membership to vote on amending the bylaws regarding quorum at the annual meeting. Christina seconded. 9 - (everyone) Yea - motion passes

Action Item: Mindbody Committee will work to schedule and host the special meeting as soon as possible.

Performance Review Tool – Steve D

Steve presented updated draft of generic performance review tool.

Action Item: Karen will update the format of the draft and bring it to department heads for input.

Incident Report Procedure – Karen

Postponing to discuss next month

State Fair Planning – Mary V

Fans would cost us \$300 max for 500-600 fans. Mary received no suggestions yet.

Action Item: Everyone submit ideas for marketing ideas, give-away ideas, drawings that Mary might consider for her planning.

Action Item: Mary will investigate Judy's other 2 possible marketing events coming up before the Fair.

New Business

In-House Seminar Proposal – Kate

Kate proposed to host a set of 4 speakers in a half-day format with topics geared toward (but not limited to) rescue/foster/shelter groups.

Corrie moves to approve, Christina seconds – 8 yeas, 1 abstain (Kate), motion carries

Lease Negotiations – Mary S

The building owner wants to set up a meeting to sit down and go over lease renewal (10 years). Mary is looking participants. Steve and Christina both expressed interest and willingness to participate. Nanette is willing to participate as needed.

Action Item: Mary will coordinate scheduling with the building owner.

Action Item: Karen and Steve will do some preliminary research about what current rental rates are for warehouse rentals.

Christina Issues:

Christina is regularly asked about getting a drinking fountain in the building. This would be something TCOTC would take on rather than the landlord.

Action Item: Christina will explore options and put together a proposal

Christina has been hearing that there is a wait system for foundation agility class but there has not been a new foundation class offered for a long time. Corrie helped explain the complexity of the situation.

Action Item: Christina will touch base with Anne about status of the Agility department and to be better able to communicate with membership at the front desk.

Julie's item

New newsletter team is looking for additional items to include – they are struggling somewhat on finding material to cover. Julie would love additional ideas to pass along.

Business Item

Item Discussion

Actions Taken

Action items

Kate moves to adjourn. Meeting adjourns at 8:22pm