

## TCOTC Board Meeting February 9, 2016

Meeting called to order at Steve D by 7:01pm

**Members present:** Kate Anders, Steve Dent, Judy Dove, Barb Yanish, Ben Rimbey, Corrie Barrows, Mary Steinbauer, Nanette Malcomson, Jane Jacobson.

**Board Members Absent:** Steve Voeller, Carla Donovan-Burgess,

### Officer & Staff Reports

#### Office Manager's Report

Everything is going well with classes – they are mostly full. New second computer at the front desk – thanks to Steve Dent. Mary, Corrie, and Janna have met and may meet again to continue to smooth out our new database/website system.

#### Treasurer's Report

None this month.

#### New Member List

Corrie is working on optimizing the “new member list” using MindBody. Lists present at the meetings may now include both new and renewing members.

*Ben Moves to approve the new member list, Judy seconds. 6 yea (all members), 0 no, 0 abstain. Motion passes.*

#### Staff Report:

##### Anne Bentley's updates presented by Steve D.:

Pet Junction has closed and their conformation class has ended. Does TCOTC want to offer Conformation Classes at TCOTC? Jim Shay could be the instructor perhaps.

**Action Item:** Judy will work with Anne to gather additional information and, as appropriate, submit a proposal.

Mary also brought up open ring time as another possible related opportunity created by the closing of Pet Junction. Or maybe advanced instructors that are now looking for opportunities.

Possible opportunities for managing director.

##### Jane Jacobson:

No updates

### New Business

#### Search Committee Update – Stephen Dent

We have many applications. We have a skilled volunteer helping with us with recruitment. Search committee has met two Saturdays.

- The Human Resource Edge – Indeed – a place we are advertising the position.
- Interview Questions created and presented at the meeting.
- Quarterly Expectations document created. Plan to share a formal presentation to the board on this in March
- Managing Director Training Outline – draft created.
- The committee made recommendations around offering health insurance benefits, vacation, and attending classes. Barb suggested looking at the regs around insurance to make sure the recommendations work.

#### Change in Recording Web Votes – Kate Anders

Jane brought up a good point about continuing to keep web votes to a minimum or only vote on minor issues to make sure the boards work is still voting mostly at the meetings to keep the work accessible to the membership and in accordance with open meet rules.

#### Review Membership Dues Amount

Steve D wanted us to start to think about if we want to increase dues or change the types of memberships we are offering. This may be a conversation to be built into the larger issue of budgeting.

#### Review Class Prices

Steve D wants us to start thinking about how to correctly price for our services.

**Action Item:** Ben will get in touch with Janna to learn more about the email list.

**Action Item:** Steve D will ask Janna to remove the line from or website that states TCOTC has the lowest prices in town.

## **Merchandizing – In-Club / Online**

Steve D wants us to start thinking about how we can make improvements.

## **Unfinished Business**

### **Strategic Planning/Goals – How Do We Want to Proceed?**

### **Volunteer of the Year – Nominations presented by Ben Rimbey**

Nominees presented and VOY selected.

### **Spirit Award – Stephen Dent**

Selected and to be announced at staff appreciation

**Action Item: Steve D will add to the September/October board meeting agenda to put out the call for nominations so that these awards can be chosen before the year's end and announced at the annual meeting.**

### **Business Item**

Item Discussion

*Actions Taken*

**Future action items**

*Kate moves to adjourn. Meeting adjourns at 8:50pm*