

## TCOTC Board Meeting December 12<sup>th</sup>, 2017

Meeting called to order at 7:03 by Stephen Dent

**Members present:** Kate Anders, Stephen Dent, Judy Dove, Barb Yanish, Karen Radford, Ann McKasy, Mary Steinbauer, Jane Jacobson, Anne Schenk, Katie Grillaert

**Absences:** Ben Rimbey, Anne Bentley

### Officer & Staff Reports

#### Ben Rimbey resigned –

The board being sad about this news and expresses our deep appreciation for all the wonderful things he brought to the board. We look forward to having him continue to still be an active member and volunteer at the club.

#### Managing Director's Report – Anne Schenk – 20 minutes

Door project update: Contractor has the go ahead and has ordered the doors. Anne is meeting with him next week to go over scheduling.

Friends of TCTOC donation program making additional progress. Once design concept is approved they have a plan to rollout the program gradually in the New Year.

*Kate moves to approve the selected Friend's logo. Judy seconds. 6 - yea, 0-no, 0-abstain. Motion passes*

Draft Budget for 2018: Reviewed.

*Kate moves to approve the draft budget. Judy seconds. 6 - (Kate, Karen, Steve, Barb, Ann, Judy) yea, 0-no, 0-abstain. Motion passes*

#### Office Manager's Report – Anne Schenk

All is going well. There continues to be desk staff turnover (typically from personal schedule changes) but they also continue to get new volunteers.

#### Treasurer's Report – Mary Steinbauer

Mary was not able to get them out before the meeting – will review and vote between meetings via e-mail.

#### New Member List – Anne Schenk

*Kate moves to approve the new member list. Steve seconds. 6 - yea, 0-no, 0-abstain. Motion passes*

#### Staff Reports:

**Anne Bentley:** None

**Jane Jacobson:** Flyball classes will restart in January and Jane will be teaching them for a while. They've hired a new obedience instructor – Chris Schultz.

### New Business

#### Review of November 2017 TCOTC's Business Scorecard – Discussion 15 minutes

##### Is it time to form a problem-solving committee? – Stephen Dent

This is addressed in the 2018 strategic plan.

#### Board member Disclosure of Conflict of Interest for 2018 – Discussion 10 minutes

Discussed having all board members sign a conflict of interest disclosure and confidentiality statement.

**Action Item:** Anne S will put together a simple document to be signed by board members annually at each January meeting

#### January 2018 Membership Meeting and Elections – Discussion 10 minutes

4 board membership slots open. Steve will run again. Judy Galbraith and Katie Grillaert are both confirmed for running. We still need a fourth.

**Action Item:** Steve will solicit reports from various department heads

**Action Item:** Anne S will handle membership notification

### Unfinished Business

**Review of updated 2018 Strategic Priorities – Karen Radford and Kate Anders**

**40 minutes**

The Board will pick a few items to focus on to jumpstart work on in January.

*Steve moves to approve the Action Plan. Judy seconds. 6 - yea, 0-no, 0-abstain. Motion passes*

**Reminders: Spirit Award – Volunteer of the Year Award – Board Nominees**

**5 minutes**

**Action Item: Board members should submit nominees**

**Business Item**

Item Discussion

*Actions Taken*

**Future action items**

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