

## TCOTC Board Meeting May 8<sup>th</sup>, 2018

Meeting called to order at by 7:00 Stephen Dent.

**Members present:** Barb Yanish, Lindy Luopa, Judy Galbraith, Ann McKasy, Stephen Dent, Katie Grillaert, Karen Radford, Anne Schenk, Mary Steinbauer, Jane Jacobson.

**Excused Absences:** Anne Bentley

### Officer & Staff Reports

**Managing Director's Report – Anne Schenk** –The door project is still scheduled to start May 21<sup>st</sup>. The landlord is going to redo the retaining wall. They are interested in working with us to plan a safer entry into the building. Extending the stairwell to where it is flat is an option. Jane Jacobson is involved with her landscaping experience. It wouldn't happen before July. Eagan Electric is working on the fan in the women's room and added outlets in the annex. They are working on lowering the thermostat controls in the annex, and replacing the sensor in the outside light. \$935 has been raised in the Friends of TCOTC program. Anne showed some revenue comparisons.

**Treasurer's Report – Mary Steinbauer** – In April, we had a lot of expenses including agility equipment, pop machine, and additional snow removal. Revenue was down due to classes and agility trial entries being down. Hopefully the new equipment and other building investments will help future trials. We should have an open house or fun run before the November premium goes out. Lindy noted that the instructors could do more to advertise our own trials. On May 17<sup>th</sup> we have a phone meeting with Allison Wegner from Propel Nonprofits to help us understand our expenses and our ratios in order to move forward. We will vote on the financials online

**New Member List – Anne Schenk** - Judy Galbraith made a motion to approve the new member list. Katie Grillaert seconded. All approved.

**Staff Reports – Anne Bentley** – Stephen noted that Anne wanted to remind us that the agility trial is this weekend. Anne had Robin Kilbury to work with Lori Purdy to come up with a proposal to see if we could do barn hunt here. The proposal should come to the board in June.

**Jane Jacobson** – Jane is working on a proposal to host a CDSP obedience trial through a separate group. This is a way to involve more beginners in obedience trials. Anne and Jane met with Wright County. They are not going to be holding their obedience trial here. We could take over that date if we want to. We need to know soon so Jane can secure a judge.

### New Business

**Review of April 2018 TCOTC's Business Scorecard – Discussion** – Can we improve our class fill rates? That is bigger than a marketing question. Anne will talk to Anne about that. Judy noted that we could do more email marketing. Lindy noted that the Facebook marketing is much better than it was. Barb noted that the waiting list process also needs to be improved.

Katie is working on the awards process and working on additional ways to recognize our volunteers throughout the year. She is open for ideas to be emailed to her.

**Review of Financial Summary** – Karen Radford asked if anyone had any questions about the financial summary. This should give us a good year to year comparison.

**Ruth Foster and R.K. Anderson Library** – Stephen Dent noted that we have an opportunity to get books from the U of MN archives. There are about 150 books. Stephen will ask if we can sell them.

### Unfinished Business

**Update on Ms. Richards' will** - We may get another \$20 or \$25k. The process is still going on. Karen and Stephen helped clean out some of the storage areas. They found TCOTC's original by-laws!

### Executive Session

*Judy Galbraith moves to adjourn. Meeting adjourns at 9:10 pm.*