

TCOTC Board Meeting March 10, 2020

Meeting called to order at 7:02pm

Members present: Marsha LeDuc, Anitra Francis, Tonni-Sue Keinz, Mary Steinbauer, Chris Mosley, Vanessa Niemi, Karen Radford, Joyce Carlson-Rioux, Jane Jacobson

Excused Absences: Anne Schenk

Officer & Staff Reports

Managing Director's Report – Anne Schenk

Treasurer's Report – Mary Steinbauer

New Member List – Anne Schenk

Staff Report –

Chris Mosley

Has sat in on several classes
Schedule instructor workshop or two for consistency and clarity
Come up with a formalized progression in classes
Staff evaluations will be done in the future

Jane Jacobson

Observer class students have graduated and are starting apprenticeships
Class fill rates are going down, Intermediate class was cancelled
Basic curriculum is changing
Outdoor CGC class is being explored
Developing a mat exercise video to teach that skill to students who evaluate out of basic

New Business

Review of January 2020 TCOTC's Business Scorecard – Anne

AKC Junior Handler – Support Request – Tonni-Sue

Two local youth handlers are going to World's; should we sponsor them?
Can we ask them to come back and talk to the 4-H students.
Tonni-Sue proposes that we donate \$100 for each handler with the stipulation that they come back and talk to the 4-H students. Marsha seconded. All approve.

Emergency Operations Plan – Vanessa

Anitra will send Vanessa the Second Hand Houdfsnds plan to Vanessa
Vanessa will look into storing the documents the group's email
Get rid of sharable materials, like toys
Post something fun on the website so that students have something to do
Our air exchanger is minimal and needs to be addressed

Creation of lending library - Jane

We have unused books in the staff library
Marsha proposed spending under \$500 for a kit to establish a lending library, get someone from the club to build it, advertise. Joyce seconds. All approve
Anne S. post in the next newsletter to have someone design a book lending library and receive discount in store if win

Unfinished Business

Job Descriptions – Facilities and Events – Vanessa and Tonni-Sue

Anne S will evaluate what is being done now for cleaning and how long it takes.
What do we need from a new custodian?
Jane will provide a list of what is needed on her end to Anne S.

Strategic Plan - Karen

Assigned responsibilities

Business Item

Item Discussion

Actions Taken

Future action items

Board is adjourned at 9:00pm. Anitra motions to adjourn