

TCOTC Board Meeting Agenda/Minutes (10/11/2023)

Meeting called to order at 7:03 pm

Members present: Meera K., Charlie L., June M., Julie S., Tonni-Sue K., Joyce C-R, Mary S., Jane J., Anne S., Sara Z.

Excused Absences: Anitra Francis

Officer & Staff Reports

Managing Director's Report – Anne Schenk – 10 minutes

- Class fill rate up, also new memberships
- Facility usage rate up a bit
- AED was delivered and has been installed near the First Aid Kit. ADA requirements meant it had to be installed near the First Aid Kit.
- Camp K9 class fees were increased per vote at Sept. Board Meeting, no change in registrations due to fee increase
- Class price increases did not appear to be noticed.
- Star Tribune article about Green Room Class and casting call. (Reporter and photographer both took classes here previously.)

New Member List – Anne Schenk – 1 minute *Joyce moves to approve, June seconds, passes unanimously.*

Treasurer's Report – Review email sent from Mary

- Approve September's report – Mary needs to split out classes in report yet. Some inflow from Flyball Raffle fundraiser. Overall picture is positive, but club still behind for the year at this time. Two special events – Sniff and Go, ACT test should bring in small profit.

Staff Reports

Agility – Sara Zislin – shared by Anne.

- November trial opened this week
- Still need judge's attache for Saturday and Sunday for Agility Trial.
- Enrollment down slightly in classes, varies by class,
- Adding "Agility For Fun" class, starts 10/26
- Continuing Weaves Class until more students for foundations
- Nov 5 ACTS trial, with a getting ready to trial in agility seminar preceding it
- Sweaty Paws seminar and other seminars ahead
- Welder found for repair of agility equipment
- Need to have teeter and dogwalk looked at for safety

Obedience – Jane Jacobson

- Looking at developing a class on how to fade treats when training
- Our obedience trial is 10/21-22
- Summer 2024 – two outdoor classes – Reliable Recall and Public Manners
- Four new assistants have been doing a good job and one potential new instructor

Therapy – Carol Ouhl (only if new info)

New Business

Board Meeting Schedule & Bylaws – Meera Kannan & Charlie Leavitt – 10 minutes

Discussion on current board meeting expectation and potential to change bylaws.

- Charlie would like the board have more time to prepare and review items to enable more productive interaction. He suggests perhaps a quarterly meeting. Any change would involve a vote to change the bylaws.
- Financials work on monthly basis, board members should still see reports monthly even if board meetings are held quarterly
- It would open up time for committee meetings, but members should still keep the appointed time open each month.
- Special meetings would still need to be called as needed.
- Recommend robust plan for subcommittees

- Should include virtual option for some meetings

Charlie moved that starting in March 2024 board meetings will be in March, June, Sept, December, with materials ready 2 weeks prior June seconded, all in favor.

Next Year's Board Member Openings - Meera Kannan - 10 minutes

Discussion on how many board openings will be available in 2024 and plan to recruit board members.

- Term expiring in 2024 – Meera, Anitra
- Filling temporary openings and expiring in 2024 – Charlie, June and Julie
- We need to recruit for the board, personal approach best, also newsletter “job posting”
- What we are looking for? Marketing experience, HR, HVAC, Carpentry,

Event Plan for AKC Club Promotion Mailing - 15 minutes

Discuss potential event for AKC club promotion mailing.

- 60 day notice to AKC for mailing to be done
- Mix and Mingle with demonstrations and Q/A tables: rally, obedience, agility, scent work, conformation
- Possibly an April date – would need to go to AKC by February

Unfinished Business

Approving Minutes from September 2023 – 5 minutes *Julie moves to approve, June seconds, all were in favor.*

Update on Revenue/Financial Status Discussion - 20 minutes

At September's meeting, we discussed various ways to help increase revenue before the end of the year. Discussion on where we are with some of those ideas.

- Pillars restrict us from being a UKI at home facility per Sara Z.
- Scent work Sniff and Go is scheduled

Tentative: Strategic Planning Goal Updates – 20 minutes

Feasibility of Moving to a Different Space: June reports –

- Need to look at cost of move vs improving upstairs space, CAPP is willing to work with us
- Could amortize costs of improvement in lease with CAPP
- To get no pillars and climate control you need to have a high bay space which is very costly
- Right now we are “grandfathered in” with holding trials for AKC, if we move we have to work with the new rules
- Move would involve business shutdown during the shutdown
- Also will be checking with another broker to see what is on the market
- Humane Society facility is being built nearby – what will this mean for TCOTC?
- We need skilled help with marketing to make our offerings viable.

Marketing Plan

Improving Member Engagement

Business Item

Item Discussion

Actions Taken

Future action items

Tonni-Sue moves to adjourn. Meeting adjourns at 8:54 pm