

## **TCOTC Board Meeting (9/12/22)**

Meeting called to order at: 7:12

**Members present:** Meera, Jane, Anitra, Anne, Joyce, Mary, Marsha, Karen, Callie

**Excused Absences:** Tonni-Sue K.

### **Officer & Staff Reports**

#### **Managing Director's Report – Anne Schenk – 10 minutes**

Tier 2 classes are now filling and things seem to be picking up. Basic classes are full through October and we have added classes. Facility usage is up. Successful demo at the state fair. Other outreach opportunities pending.

#### **Treasurer's Report – Mary Steinbauer – 5 minutes**

We have more rentals coming up. Things are looking better for our last financial summary.

#### **New Member List – Anne Schenk – 1 minutes**

Marsha moves to approve, Meera seconds. Motion carries

#### **Staff Report – Chris Mosely – 5 minutes**

##### **Jane Jacobson – 5 minutes**

5 basic classes starting next Monday and Wednesday has 4. We will need to transition to more tier 2 classes as these people/dogs complete basic classes. Currently working on 2023 calendar.

### ***New Business***

#### **Meeting Minutes - August 2022 - 1 minute**

Marsha moves to approve, Meera seconds. Motion carries

#### **Scheduling Leadership Meeting with Keshia Lien from Brickhouse Consultancy - 3 minutes (Joyce)**

- We will use next month Board meeting time but start at 6:30. Joyce requests we work to cover regular meeting items in advance via email.
- Initial report is that interviews are going well and she has obtained good information from the interviews that have been completed.

#### **Volunteer of the Year 2025 - 20 minutes**

- Anne will put a write-up in the next newsletter and look into adding a link on the website.

#### **Board Member Job Description, followed by setup of a Nominating Committee - 30 minutes**

- There will be three open seats at the next election. Edits were made to Joyce's high level job description.

### **• *Unfinished Business***

#### **Camp K9 - Current Situation Report - 2 minutes (Anne)**

- Angela left at end of August and Anne has picked up on the administrative tasks. Kree has started as a trainer full days Thurs and Half days Fri.
- Anne intends to work with all the trainers to tweak the program to make more sense for both administration and client experience. Looking at updating the format of the program to accomplish high level goals for the dog.
- Calendaring and invoicing are the biggest administrative issues.

#### **Staff Recognition Event - Where? What? When? 15 minutes (Everyone)**

- Still struggling to find best day/date/time. Jane and Chris are recommending a Tuesday evening.
- October 18, Tuesday, 6-8 PM

### **Business Item**

Item Discussion

*Actions Taken*

#### Future action items

*XXXX moves to adjourn. Meeting adjourns at XXXXpm*