

TCOTC Board Meeting Agenda/Minutes (05/09/2023)- Meeting called to order at 7:04 pm

Members present: Anitra Francis, Charlie Leavitt, Meera Kannan, Joyce Carlson-Rioux, June Mendoza, Anne Schenk, Mary Steinbauer, Jane Jacobson, Sara Zislin

Excused Absences: Tonni-Sue Keintz

Officer & Staff Reports: Managing Director's Report – Anne Schenk – 10 minutes

- Retrievers presentation May 16, Pet First Aid/CPR June 3,
- CampK9: going well, 2 new trainers, prices increased May 1, introduced Topls, now 3 dogs/hr – better without assistant on staff, exploring consults with pet parents, booking/new clients going well
- New agility head has started and is learning the job
- AED fund raiser going well, some unpaid pledges – may use online store to donate
- Dashboard: March went well, new memberships average, renewals minimal for March, rolling total took a dive recently, puppy class enrollment down – hard to know why?, summer travel predicted to be high – might affect enrollment, March satisfaction surveys were great.
- ***New Member List – Anne Schenk – 1 minute – Meera Moved to approve, Anitra seconded all in favor***

Treasurer's Report – Mary Steinbauer – 5 minutes

- May see more income fluctuation in income due to staggered start of classes
- Getting staff on direct deposit has shifted expenses for one month, but this will make accounting easier in the long run
- May 13-14th agility trial numbers look OK, not stellar, but should break even
- *Joyce moved to approve treasurer's report, Meera seconded, approved unanimously*

Staff Reports: Agility – Sara Zislin just began, Anne reports as Sara is teaching classes at start of meeting and Sara is learning the job – doing well!

- Will be shifting trial planning to Event Coordinator
- Discussed mini classes, open ring for foundation students with modified contacts, music fun night
- Overall all is working out well

Obedience – Jane Jacobson

- Puppy class enrollment is down, people might be holding puppies home due to canine flu – discussed possibly having class for older puppies

Therapy – Carol Ouhl (only if new info) – No new info, no report this meeting

New Business

Proposed Revisions for Fringe Benefits – Anitra Francis – 15 minutes

See Word document for specific revisions

- Anitra looked at fringe benefit policy and suggests revisions
- Discussed having expiration date for vouchers, also suggest that vouchers be requested only by current staff or for a defined time period after volunteer position ended.
- *Anne will create shared Google Doc for board comments/suggestions*

Changing Attitudes Update – Anne Schenk – 10 minutes

- Instructor would like to extend Changing Attitudes Class (10 wks, 90 min classes) to cover more material and include time without dog to orient handlers
- Instructor recommends increasing cost due to more sessions

Unfinished Business

Update on Board Member Search – Meera – 5 minutes

June Mendoza has accepted the invitation to join board for the remainder of the year TCOTC board to vote on their appointment to the open board seat

- *Charlie moved to approve, Anitra Seconded, all in favor. Welcome June!*

Additional Board Member Still Needed – Meera – 5 minutes

- Enthusiastic pet dog owner would be a good candidate – perhaps someone who has brought their dog through a hard time, some professions look for public service opportunities, possibly a CampK9 client?

Approving Minutes from March and April 2023 Meetings – 5 minutes Meera motioned to approve,

- *Anitra seconded, approved unanimously*

Strategic Planning Goal Updates – 20 minutes

Feasibility of Moving to a Different Space

- Discussed general background of space search thus far
- General discussion of process ahead

Marketing Plan

- Jane gave update on progress of group working on improving website info about which classes might best your dog's needs

Improving Member Engagement

- Discussed some of the benefits of being an AKC club and how we might make use these

(Business Item, Item Discussion, Actions Taken, Future Action Item)

Anitra moves to adjourn. Meeting adjourns at 9:02 pm