

**RICHMOND DOG OBEDIENCE CLUB, INC.**  
**BOARD MEETING MINUTES**  
**October 12, 2021**

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Tuesday, October 12, 2021 via Zoom. The meeting was called to order at 6:32 p.m.

**The following Board Members were present:**

President: Peter Lenk (2021)

Vice President: Mary Ann Massie (2021)

Corresponding Secretary: Rhea McCaffrey (2021)

Training Director: Nicole Allen (2020/2021)

Recording Secretary: Betty Swenson (2021)

Treasurer: Rocky Altimore (2021)

Member at Large: Emily Chambers (2020/2021), Ellen McNelly (2021/2022)

Board Members absent: Training Director: Valerie Pascal (2021/2022), Members at Large: Les Foldesi (2020/2021), Linda Heimiller (2021/2022)

**Minutes of the last meeting:** The minutes of the September, 2021 board meeting were approved. Nicole Allen made a motion to approve the minutes of the last board meeting; the motion was seconded by Peter Lenk and passed on verbal vote.

**Report of the Secretaries:**

**Corresponding Secretaries Report:** Rhea McCaffrey has sent flowers to Sandra White after her surgery. Also, in an effort to coordinate everyone's efforts in onboarding new members, Rhea has drafted a new welcome letter which she will email to all new members when they are voted in.

**Recording Secretaries Report:** n/a

**Report of the Treasurer:** Rocky Altimore reported that he has received our liability insurance application. Mary Ann Massie will fill it out and return it to the insurance company

**Report of Committees**

**-Buildings and Grounds:** Although he was not at the meeting, Les Foldesi reported by email to the rest of the board that he will follow-up with JanPro regarding cleaning the annex and will tend to the leaky faucet in the bathroom.

**-Matches:** Nicole Allen is setting up run-thrus on some weekday evenings, with Utility one week, Open another, and Novice another.

**-Trials and Events:** Mary Ann Massie, trial committee chair, reported the Dec 11 Obedience and Rally Trial Committee will offer run-thrus on Thanksgiving weekend. Both the obedience and the rally run-thrus will be LIMITED to individuals entered in the Dec 11 trial(s). Discussion followed.

The monitoring system will be installed and ready for use at the December 11 trials.

The committee has decided to hire the same professional secretary for the February trial.

**-Tracking:** Betty Swenson reported that Kara Kolster is finalizing the AKC application for the Tracking Test, to be held on Mar. 6, 2022. Tony Hinson has agreed to judge and we are waiting to hear back from Gretchen Stephenson.

**-Training:** Valerie Pascal had requested via email permission to increase the fee for the tracking class. A motion to do so was made by Betty Swenson, seconded by Mary Ann Massie and passed on voice vote. Valerie also recommended we continue the current rule regarding the wearing of masks until at least the next board meeting. Motion to do so was made by Mary Ann Massie, seconded by Betty Swenson, and passed on voice vote.

**Unfinished Business:** The revised sub-lease contract presented by Mary Ann Massie was discussed in detail. Mary Ann will put the finishing touches on it and have it ready by the first of the year.

**New Business:** After brief discussion we decided there should be no Christmas party this year. There will be no general membership meeting in December, but the Board meeting with both old and newly elected members will be held on the first Tuesday of the month.

**Adjournment:** Mary Ann Massie moved to adjourn the meeting, seconded by Rocky Altimore. Meeting was adjourned at 7:32 p.m.

Respectfully submitted,  
Betty Swenson, Recording Secretary

Minutes approved as written 11-9-21