

**TVKC Board Meeting
December 14, 2021, 6:00 pm
Meeting over Zoom**

Meeting was called to order at 6:05 pm.

Board Members present: Lisa Bishop, Leslie Lewis, Jimmie Ricks, Mary Ann Robinson, Jen Schutte, Jessica Bennett, Lisa Vaughn, Terri Morefield

Non-Board Members: Kimberlee Beckman, Nicki Stewart, Michaela Krohn, Rebecca Gatterdam, Approval of agenda- Terri move to accept, Lisa moves to second. The motion is passed

Corrections to agenda – Report of new board update on twice, add Linda Bode memorial to unfinished business, insurance update-regards to governing document.

Approval of consent agenda – minutes from Nov 3rd, meeting from Nov. 16th, Terri Morefield moved to accept, Lisa Vaughn

Corrections to Nov 3rd minutes – Jimmie’s budget increased AEDs, storage unit is not at UHaul but on Davis Road.

Corrections to Nov 16th – VP report AED’s in 2nd paragraph, Unfinished business – only allowed to rent out if we are cosponsoring an event. New Business-rally trial moved, add motion passed.

Approval of consent agenda with corrections to minutes passed.

Reports of officers & committees

Treasurer’s report to the board – Nov. 30th and Dec. 14th.

Opening of Scent work account was biggest activity. Susan has started contacting members who have checking accounts and debit cards. She went by bank and picked up printed bank statements. Jen will go by mail to see if they are being sent.

Leslie asked Susan to send bank statements to her every month. Susan talked to bank to set up online access for some members which can be done over the phone.

Membership chair - 153 members 6 juniors, 13 new members,

Lisa B – met with training groups and had good meeting outlining some new policies.

Jessica – Christmas cards went out. She is in process of paying the Rescue mission donation.

Beth Frank in accident today, Jessica will send her a card

Jimmie – classes going well, organizing for spring. Ordered 2 keys for AED so will be ready for children as well as adults.

Scent work & tracking - Kimberlee Beckman was asked by Susan Sampson to give report. There will be a second Sniff and Go on Dec. 27th at the House of Kustom. Application in for Scent work trial on April 29, 30 and May 1st at Pioneer Park.

Gun dog trial retriever group wants same dates so tracking TD and TDX will move from traditional August dates to August 13th and 14th. Planning on having a certification test for upcoming students 2 weeks prior to date, will be advertised so all can come at same time.

Splitting trial so we have VST and TDU on September 10 & 11 at UAF. Thursday evening tracking classes are planned.

Unfinished business

Checklists on hold until January

Equipment rentals – move to document review.

AKC website update – Ron Gatterdam still on. Jen has email from AKC and can update and keep it current. Leslie is agent of record for the state so she will take on that responsibility.

State of Alaska – Jen has paperwork for Notice of Change for Officials. She will mail in paperwork with \$25 fee.

Setting class prices – Paperwork from Jimmie shared with the board. Motion to adopt by Terri Morefield, Mary Ann seconded. Leslie would like to change #6. Justification to increase 10% fee would be only if the insurance went up. Board members feel this is enough. We also need to add the increase of 20 dollars for non-members. Jimmie will add to document. Leslie would like if we could make the policy into an info sheet to be given out. Terri will add worksheet onto website. Need to add to document review in January. Thank you to Jimmie for putting this together. Motion passed.

Biennial report – we are good through the summer.

Scheduling Events – TVKC Calendar Policy Motion to approve by Terri Morefield, seconded by Mary Ann Robinson. Terri would like to change #3 – currently committee chairs are notifying Terri of dates – change to say that committee chairs are responsible to notify Electronic Communication Director so changes could be made.

Kimberlee shared that each committee chair has designated a person who was given access to calendar by Stuart. Terri has no problem adding an “or” to contacting her or doing it themselves.

Another change for #7-eliminate the last sentence and add “electronic communications or the designated board member” and delete the last sentence. Terri moves that we approve as changed, add to policies and procedures, and include with January review. Motion was seconded by MaryAnn and passed.

Logo Merchandise on hold.

Refund policy – Nicki Stewart and Lisa Bishop – Refund Document #2 was submitted by Nicki. Issue has come up with training groups being unable to be at group, we have had previous policy to refund or provide alternate date if due to weather.

Kimberlee-other clubs have offered to refund if your dogs are sick so they don't come to a trial. We do give refunds for bitches in season for agility -would help prevent sick dogs at May show. Would require a note from a veterinarian. Terri agrees – would need to go into premium list if approved at the document review.

Nicki shared that we made our own policy since people ran out of time to reschedule, so people wanted a refund this fall. We wanted to set a consistent policy as agility training group policy says you can reschedule but it must be in the spring timeframe. It is already in the agility policies and procedures and Leslie asked for a motion that would support Agility's policy, moved by Terri and seconded by Susan. Motion passes.

Leslie asked that minutes include that the Board intends to address consistent refund policies club wide as part of our procedures and policies review.

Date for board and chairs retreat – 29th of January. It will be at the Ag Building. Susan will reserve. Meeting will start at 10 am. Jessica will coordinate food. Terri will send out copies of board documents to all board members before the meeting.

Position descriptions - Nicki submitted changes for audit committee from agility for better description of how training group info is coordinated. Leslie thanked the agility group for all their hard work.

Terri went to website training, found out we don't have most of the permissions we need. She asked web host for access, and it was denied. Terri proposes that we move the website to local control, \$350 to move the site and \$250 to maintain. The fee covers security for payments, and nightly backups. Website needs a redesign which same local person could help with. Terri has moved that we change website host to local control and pay for a major change with budget. Mary Ann seconded the motion. Leslie asked for bid and proposals to be sent to board members. Leslie asked if this is something that might need a membership notification and approval. Terri did go to every site in town and feels this is the most reasonable. Lisa Bishop shared that she has concerns about making the website more updated and user friendly and what may happen if/when Terri leaves. Leslie would like an understudy for someone to work with her and learn her position. Jimmie would like to find a competitive bid locally and feels this is a board decision.

Michaela Krohn shared that she has a local guy who does everything for her business, and she would love to see the club do the same. She would like to see a professional take over the website.

Terri did want to expand our ability to make payments on our website. This is what prompted her to seek help locally. We cannot expand online payments without making a change.

Leslie would like to see the documentation from Terri, then the motion will be amended to have an email approval to accept local person as new host. Terri asked if she could put emails onto a word document so we can see exchanges and then see the final amount.

AKC pilot program for Juniors – will allow Juniors to experience showing a dog with their All-American Dog. If we don't want to do this, we will have to opt out. Susan shared that we need to decide as a club if we are going to allow this. This is a contentious issue now and Becky G. has not received any information from AKC. Susan Parsons feels we don't need to vote about this now, but we may want to present to membership. Leslie would like Susan and Becky keep an eye on this policy and watch what they require in the premiums and let the board know when we need to act on this policy. Jen Schutte has received this email from AKC, feels it will require a decision for the May show. Leslie will put under unfinished business for next regular board meeting. May show premium is not due for a month and a half, Becky will pass information on to show committee and discuss.

Support for Legislature Bills imposing restrictions on breeders and warning about Xylitol. Leslie got a few responses from membership asking for her to send a message to legislators. Board approves of Leslie sending her letters.

Comments

Lisa Vaughn would like to highlight all 4 of our training centers in town for winter training opportunities. If you know of anything else, please send anything else to Lisa V. who is slowly gathering things for newsletter. Also, she had a question about bid for website, likes for this to be done locally. She asked if we have a competitive bid process, which we do not. Nicki asked if Lisa should include Peggy Beagle's training area in her newsletter.

Susan asked if anyone needs a reimbursement check. Jessica needs a reimbursement check also.

January 25th meeting - next Regular Board Meeting 6:00 pm at the Fairgrounds Ag building.
Motion to adjourned by Terri at 7:37 pm.