

**RICHMOND DOG OBEDIENCE CLUB, INC.**  
**BOARD MEETING MINUTES**  
**March 14, 2023**

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Tuesday, March 14, 2023 at the club building on Tomlynn Street. The meeting was called to order at 6:34 p.m.

**The following Board Members were present:**

President: Peter Lenk (2023)

Vice President: Michele Gillette (2023)

Corresponding Secretary: Merilynn Bergstresser (2023)

Training Directors: Carisa Whelan (2022/2023)

Recording Secretary: Susan Altimore (2023)

Treasurer: Rocky Altimore (2023)

Member at Large: Diane Lenk (2022/2023), Jeanette Makowskyj (2022/2023), Kara Kolster (2023/2024)

Board Members absent: Judi Edwards (2023/2024)

The following **guests were present:** None

**Minutes of the last meeting:** The minutes of the February 2023 board meeting were approved. Diane Lenk made a motion to approve the minutes of the last board meeting; the motion was seconded by Merilynn Bergstresser, and passed on verbal vote.

**Report of the Secretaries:**

**Corresponding Secretaries Report:** Merilynn Bergstresser reported RDOC sent a card and donation to the Morris Animal Foundation to Janet Bowers on the passing of Harvey and to Kimberly Osmonson on the passing of Sigh.

**Recording Secretaries Report:** None

**Report of the Treasurer:** Rocky Altimore reported he was contacting 3 members that have not yet paid their dues.

**Report of Committees**

**Trials and Events:**

- Agility Trial: President Peter Lenk reported he received an email from Cristol Klevensky, Chairperson for the Agility Trail Committee that everything is on track for a successful event on 3/25 and 3/26 at Level Up Dog Sports in Mechanicsville.
- FCAT: Rocky Altimore and Michele Gillette reported they had been in contact with members of the FCAT committee and they were working on changing the event site from Poor Farm Park to the Hanover Rutian Club. The reason for the event site change is the event could be cancelled on short notice by Hanover County due to rain to protect their fields. A Certificate of Insurance is

needed for the new site if the event is moved. The trial committee is working out the details as the event is only a few days away.

- Tracking Test: The tracking test is expected to be profitable even though a few expenses are still outstanding.

**Training:** Carisa Whelan reported she is going to investigate a situation concerning training methods and dog handling.

#### **Unfinished Business:**

- The Board of Directors is working on creating a Code of Conduct for members and students at our club facilities and at club sponsored events. The Code of Conduct may include member class attendance.
  - Carisa Whelan made a motion that the Board of Directors proposes an amendment to the Standing Rules concerning member class attendance with exceptions for excused absences. The motion was 2<sup>nd</sup> by Kara Kolster. Discussion followed and the motion was tabled pending more specific guidelines from the Training Director.
- Carisa Whelan reported she purchased a \$25 widget to make the audio system in the main training space Bluetooth compatible. She is working on a 'How to' users guide.

**Presentation of Applications for Membership:** The applications of Cindy Hall and Deborah McGuire were read and approved by the Board. They will be presented to our membership and voted on at the April 2023 meeting.

#### **New Business:**

- President Peter Lenk reported that at a recent trial there was a confusing incident involving dogs. Peter has reached out to the Va Federation concerning the process for resolving misconduct at a trial. We, as a club, need AKC guidance on the process of incident resolution. There is a concern that this knowledge is not readily available if an incident should occur at a club sponsored event. Peter will follow up with the AKC and share the information.
- Training Director Carisa Whelan started a discussion concerning the scheduling of Obedience and Rally Run Thrus and the cancellation of classes to have these events. Run Thru events need to have some scheduling guidelines and provide metric data from the event so there is data to use to make the best decisions for the club for Run Thru events..
  - Carisa Whelan made a motion to have Obedience and Rally Run Thrus on Saturday and Sunday, 6/10 and 6/11. The Rally Run Thru will be on Saturday, 6/10 and will start after the Saturday Rally class. The Obedience Run Thru will be on Sunday, 6/11. Sunday classes will be cancelled for that day. The motion was 2<sup>nd</sup> by Rocky Altimore and passed on a show of hands vote.
- Susan Altimore reported Gaby Hughes had the following requests from the Hospitality Committee:
  - Approve funding for our July picnic – Approved.
  - Change the date of the picnic from 7/4 to a week later on 7/11. Approved. This change follows standing Rule 4a – that states *'If a membership meeting falls on a legal holiday, the meeting shall be held on the following Tuesday.'*

- Clear the club calendar for the Main Building for 7/11 to allow for picnic set up at 10am and bringing in food at 5:30pm – Approved, Carisa Whelan will schedule classes around this date.
  - Authorize hospitality for the General Membership meetings to begin at 6:50pm and extend until 7:10pm. There was discussion which resulted in approval for starting hospitality at 6:50pm but keeping the meeting start time at 7pm per our Standing Rule 4a which states ‘. *The meeting shall convene at 7:00 p.m. and adjourn by 9:30 p.m.*’
- Carisa Whelan made a motion requesting \$50 for refreshments for the seminar watch party. The motion was 2<sup>nd</sup> by Jeanette Makowskyj and passed on a verbal vote.

**Adjournment:** Rocky Altimore made a motion to adjourn the meeting. The motion was 2<sup>nd</sup> by Carisa Whelan and passed on verbal vote. The meeting adjourned at 7:50 p.m.

Respectfully submitted,  
Susan Altimore, Recording Secretary

Minutes approved as amended 4/11/2023