

**RICHMOND DOG OBEDIENCE CLUB, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
NOVEMBER 8, 2022**

The meeting of the Board of Directors of the Richmond Dog Obedience Club, Inc., took place on Tuesday, November 8, 2022, at the Club building on Tomlynn Street. The meeting was called to order at 6:31 p.m.

**The following Board members were present:**

President: Peter Lenk (2022)  
Vice President: Michele Gillette (2022)  
Corresponding Secretary: Rhea McCaffrey (2022)  
Recording Secretary: Deanne Hamilton (2022)  
Training Director: Valerie Pascal (2021/2022)  
Training Director: Carisa Whelan (2022/2023)  
Treasurer: Rocky Altimore (2022)  
Member at Large: Ellen McNelly (2021/2022)  
Member at Large: Diane Lenk (2022/2023)

**Board Members absent:** Member at Larger: Linda Heimiller (2021/2022) & Member at Large: Jeanette Makowskyj (2022/2023)

**The Following Guests were present:** Merilynn Bergstresser

**Minutes of the last meeting:** On the motion of Valerie Pascal, seconded by Diane Lenk, the minutes of the October 11, 2022, Board meeting were approved as amended, by voice vote.

**Report of the President:** None.

**Report of the Secretaries:**

**Report of the Recording Secretary:** None

**Corresponding Secretary:** Rhea McCaffrey reported that

- A sympathy card was sent to Jody Mountfort for the passing of her stepson.
- RDOC contributed to Morris Animal Foundation in memory of Ellen McNelly's brother.

**Report of the Treasurer:**

- Rocky Altimore reported that he plans to get dues notices out early this year.
- Rocky and Michele are working on the insurance policy renewal for RDOC.

**Report of Committees:** None

**Unfinished Business:** None

**Presentation of Applications for Membership:** On the motion of Rocky Altimore, seconded by Carisa Whelan, the Application for Membership of Joyce S Britt was unanimously approved on a voice vote.

**New Business:**

- On the motion of Carisa Whelan, seconded by Rocky Altimore, the December Board meeting was moved to December 6<sup>th</sup> with approval by a unanimous voice vote.
- Peter Lenk mentioned that RDOC is currently conducting activities under the Covid guidelines set in place two years ago. Discussion ensued concerning what modifications are needed and how the new guidelines should be worded and documented. Peter will take responsibility for moving forward with adjusting RDOC guidelines based on CDC recommendations and reporting back to the Board.
- Peter Lenk reviewed the current list of Committees and discussed what adjustments might be needed considering current practices.
- There was discussion around the possibility of a ZOOM committee and/or how to move forward with ZOOM. This led to a discussion on the requirements for member participation in club activities and volunteering. More discussion on this will take place at the next General Membership Meeting.
- On the motion of Rocky Altimore, second Diane Lenk, and approved by verbal vote by all, the Board authorized Valerie Pascal to spend no more than \$400.00 for title pins to present to members at the Christmas Party.
- On the motion of Michele Gillette, second Peter Lenk, and approved by verbal vote by all, the Board authorized Valerie Pascal to spend no more than \$500.00 for the purchase of gifts for instructors and assistants.
- Peter Lenk reported he received a letter from Carol Maupin concerning Nelson Fletcher being in hospice. Nelson has done a great deal for RDOC over the years. On the motion of Rocky Altimore, second Diane Lenk, and approved by verbal vote by all, the Board authorized Rhea McCaffrey to purchase a fruit basket for the family.
- Rhea McCaffrey reported Gabby Hughes requested clarification on the Feb. meeting - The meeting announcement will include the information: the February 2023 meeting will include committee assignment sign-ups and pizza for all members and guests present.
- Valerie Pascal asked for Board approval for a new class called Footwork. She described the class, and it was unanimously agreed upon to move forward with the class.
- The Board voted on the Sportsmanship Award

**Adjournment:** On the motion of Rocky Altimore, seconded by Deanne Hamilton, the meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Deanne Hamilton, Recording Secretary

Minutes approved as amended 12/6/22