

**RICHMOND DOG OBEDIENCE CLUB, INC.
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 11, 2022**

The meeting of the Board of Directors of the Richmond Dog Obedience Club, Inc., took place on Tuesday, October 11, 2022 at the Club building on Tomlynn Street. The meeting was called to order at 6:35 p.m.

The following Board members were present:

President: Peter Lenk (2022)
Vice President: Michele Gillette (2022)
Corresponding Secretary: Rhea McCaffrey (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: Linda Heimiller (2021/2022)
Member at Large: Diane Lenk (2022/2023)

Board Members absent: Recording Secretary: Deanne Hamilton (2022)
Member at Large: Jeanette Makowskyj (2022/2023)

No guests were present.

Minutes of the last meeting: On the motion of Rocky Altimore, seconded by Michele Gillette, the minutes of the September 13, 2022 Board meeting were approved as published, by voice vote.

Report of the President: None.

Report of the Secretaries:

Corresponding Secretary: Rhea McCaffrey reported that

- Sympathy cards and Morris Foundation contributions were sent to Rocky and Susan Altimore on the passing of Comet and Sharon deCheubel on the passing of Gemini.
- A get well card was sent to Susan Newton after her recent outpatient surgery and flowers were sent to Teri Frick after her surgery.

Report of the Treasurer: None

Report of Committees: None

Unfinished Business:

- Following discussion, on the motion of Linda Heimiller, seconded by Ellen McNelly, the Board voted to approve the Club's contract with RockITS, for Website Maintenance, with the following changes: invoices for service will be billed to the Club's President on a quarterly basis; the billing date will be the last day of the quarter; and the effective date of the contract is November 1, 2022. Rocky Altimore abstained from this vote.

The Board discussed possible membership of the Steering Committee which will meet with RockITS to discuss website enhancements and priorities for website issues. Rocky Altimore recommended Janet Bowers, Carisa Whelan, Valerie Pascal and Rhea McCaffrey to serve on the Steering Committee. President Peter Lenk recommended Dave Brobst to serve on the Steering Committee.

Rhea McCaffrey proposed a notification system to operate within the website to provide members only with important messages.

Linda Heimiller proposed class evaluation and instructor feedback could be included within the website and accessed through it by instructors.

- Valerie Pascal provided a report on the Pat Miller seminar, held on October 8, 2022, at the Club building. Attendees were pleased. The seminar did lose money overall. Five assistants and six instructors have requested reimbursement.

Presentation of Applications for Membership: On the motion of Linda Heimiller, seconded by Diane Lenk, the Application for Membership of Connie Jones was unanimously approved on a voice vote.

New Business:

- Peter Lenk reported that RDOC is sixty years old and thought should be given to appropriate acknowledgements.
- On the motion of Michele Gillette, second Rocky Altimore, the Board authorized Valerie Pascal to purchase for \$174.10 clickers for use by students.
- Diane Lenk will propose at the Membership Meeting that S.R. White, a long-time RDOC member, become an Honorary Member. Ms. White will not be renewing her dues due to health issues involving mobility and eyesight.
- Rhea McCaffrey raised the possibility of a vacancy on the Board due to the nominated candidate for Recording Secretary withdrawing for health reasons. There have been no indications of interest in the position.

Adjournment: On the motion of Peter Lenk, seconded by Rocky Altimore, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Michele A. Gillette, Vice President
On behalf of Deanne Hamilton, Recording Secretary

Minutes approved as amended 11/8/2022