

**RICHMOND DOG OBEDIENCE CLUB, INC.**  
**BOARD MEETING MINUTES**  
**APRIL 12, 2022**

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Tuesday, April 12, 2022 at the club building on Tomlynn Street. The meeting was called to order at 6:30 p.m.

**The following Board Members were present:**

President: Peter Lenk (2022)

Vice President:

Corresponding Secretary: Rhea McCaffrey (2022)

Training Directors:

Recording Secretary: Deanne Hamilton (2022)

Treasurer: Rocky Altimore (2022)

Member at Large: Linda Heimiller (2021/2022), Jeanette Makowskyj (2022/2023), Ellen McNelly (2021/2022)

**Board Members absent:** Michele Gillette (2022), Valerie Pascal (2021/2022), Carisa Whelan (2022/2023), Janie Robertson (2022/2023)

The following **guests were present:** none

**Minutes of the last meeting:** The amended minutes of the March 2022 board meeting were approved. Rocky Altimore made a motion to approve the amended minutes of the last board meeting. The motion was seconded by Linda Heimiller, and passed on verbal vote.

**Report of the President:** none

**Report of the Secretaries:**

**Recording Secretary Report:** none

**Corresponding Secretary Report:**

We sent a card in March to Janie Robertson for the loss of her Sheltie, Gracie, and received a card back from Janie saying how thoughtful it was.

**Report of the Treasurer:**

Rocky mentioned that just a very small number of dues payments were still outstanding. He has reached out several times and will try once more, but at that point, action would need to be taken. Rocky made a motion that the corresponding secretary send a letter to all members with delinquent dues payments, asking that they pay their dues by May 15, 2022 or be removed from the roll. The motion was seconded by Linda Heimiller and passed by verbal vote.

**Report of Committees**

**-Audit:**

Peter Lenk brought to the Board's attention that we have not had an audit in 2022 and presently do not have an audit committee. Peter will contact Les Foldesi to see if he would be willing to

Chair the committee and he will also check the standing rules to see if we can go to an outside vendor for the audit.

**Unfinished Business:**

Peter Lenk received additional communication from Catherine Foldesi regarding planning for the memorial service for Sally Cecil. She requested guidance concerning how to move forward with the food given current Covid levels and any adjustments that might be needed. It was decided that Rhea would respond to Cathy, instructing her to move forward with her plans and not to worry about positivity rates unless we were instructed to do something differently per State and/or CDC guidelines. Suggestions would be given for planning purposes regarding quantities to plan for, vendors, types of food/beverage and reimbursement procedures.

**Presentation of Applications for Membership:** The application of Christy Nilo was read to the Board. Rocky Altimore made a motion to approve the application for a vote at the May 3, 2022, Membership Meeting. Ellen McNelly seconded and the motion passed by verbal vote.

**New Business:**

Rhea McCaffrey mentioned that, prior to on-line registrations for classes, the corresponding secretary used to receive notice from the Registration committee when Trainees had been referred to RDOC. The corresponding secretary would then send a note thanking the source for the referral. Now with on-line registrations, we have not been capturing these referrals and there is no process set in place to communicate the information. Peter Lenk said he would look at the standing rules to see what changes might need to be made to move forward.

Rhea also brought up the issue of the rising cost of flowers and/or appropriate gift cards for members with illness or sympathy needs. After discussion, Rhea made a motion to raise the limit to no more than \$100 for flowers or appropriate gift. Jeanette Makowskyj seconded the motion and it passed by verbal vote.

**Adjournment:** A motion was made to adjourn by Linda Heimiller, seconded by Rocky Altimore, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,  
Deanne Hamilton, Recording Secretary

Minutes approved May 10, 2022