

RICHMOND DOG OBEDIENCE CLUB, INC.
BOARD MEETING MINUTES
December 11, 2025

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Thursday, December 11, 2025 at the club building on Tomlynn Street. The meeting was called to order at 6:10 p.m. by President, Patti Kilcullen.

The following Board Members were present:

President: Patti Kilcullen (2025)

Corresponding Secretary: Joan Trentadue (2025)

Training Director: Gabby Hughes (2024/2025)

Recording Secretary: Claibourne Jackson (2025)

Treasurer: Rocky Altimore (2025)

Member at Large: Susan Nepomuceno (2025/2026), Dave Frazier (2024/2025), Theresa Myers (2024/2025)

Absent: Donna Crumpler, Ann Li, Carolyn Wilkerson

The following guests were present:

Incoming Board Members, Debbie Munn and Davina Lancaster

Membership Chair, Arlene Dickson

Minutes of the last meeting:

- Dave Frazier made a motion to approve the minutes of the by November 2025 Board meeting. The motion was seconded by Theresa Myers and the minutes were approved by verbal vote.

Report of the Secretaries

Corresponding Secretary: none

Guest: Arlene Dickson proposed a committee or other way to introduce/clarify what happens at the different trials and/or present demonstrations at monthly meetings. The Board asked incoming VP Davina Lancaster to work on some presentations and/or demonstrations for 2026 membership meetings.

Regarding the recent Obedience/Rally trials last weekend, Arlene reported that people were very pleased with the donated raffle items, which earned the club close to \$700. The club also had received judge's hotel accommodations as a donation. Our new box secretary came by and had positive comments. Participants had so many compliments about the hospitality and the raffles etc. (Excellent Work! Thank you, Trial Committee and all volunteers/donation makers!)

Recording Secretaries Report: None

Report of the Treasurer:

Rocky Altimore reported for November:

Income:	\$ 7462.43
Expenses	\$ 7594.28
Net Loss	(\$ 131.85)

YEAR TO DATE: \$7,827.14

All indications are that last year's loss was an anomaly, not a trend!

Report of Committees

Buildings and Grounds:

- Dave Frazier reported that the Annex heat is working again. Seems the last service person did not reassemble the unit properly, thus it wasn't working.
- The tire shop (subletting from EuroHaus) is open 6 days/week and still has exclusive access to the 6 parking spaces.
- Landlord has now created and notified us of DUMPSTER RULES.
 1. All trash must be IN the dumpster, i.e. nothing AROUND the dumpster.
 2. Only trash created from our business can be placed in the dumpster.* An announcement about this will be in the PawPrint.
- For 2026, Dave Frazier will contact the Board primarily by email with any issues needing review since he will not be a Board member.

Hospitality:

- Rocky Altimore made a motion to allow spending up to \$150 in expenses for the Awards Dinner/Holiday party. Theresa Myers seconded this motion and it was approved by verbal vote.

Training:

- Gabby Hughes expressed concern that we addressed new pricing & session length for classes too late in the year resulting in our instructors not getting a break.
- Gabby made a motion to refund 100% of a 4-week class (\$70) to someone who signed up for Susan Nepomuceno's class but then could not make it to the class at all. Theresa Myers seconded the motion and it was subsequently passed by verbal vote.

- Gabby noted that there was a student who attended 1 class and then requested a refund. This person had registered for class using only an initial and last name, used a clearing-house or masked email address. They sent a letter saying the class was not meeting her expectations, but she gave no specifics. In trying to contact the student, Gabby reached only a voice mail, so she left a message, including her personal phone number saying text was fine. The student has not called or texted with any reply, thus Gabby is recommending no refund.
- Gabby pointed out there may be some confusion about member prices for classes. To clarify:
Member prices for 6, 5, and 4 week classes stay the same.
Member price for a 7-week class is \$140.
Conformation classes will remain the same: 3 weeks is \$40 for both members and non-members. Members may use their points.

Old Business:

- Theresa Myers reported that RDOC's first Scent Work trial is scheduled for January 17 & 18 and registration filled within minutes of opening.
- Note for future SW Trial venue: check Chesterfield Fairgrounds
- Patti Kilcullen made a motion to schedule January Obedience run-through for Sunday, January 25 @ \$10/run. Rocky Altimore seconded the motion and it was subsequently passed by verbal vote.

New Business:

- As a reminder: Per AKC regulations, NO PRACTICE IS ALLOWED IN ANY RING OR SEARCH AREA after it is set up for trials.
- Theresa Myers noted that Aleta Channell would like to host a NASDA trial at RDOC's facility in June. Theresa will communicate with Aleta to let her know the Board needs a proposal outlining space requirements, hours of use, proposed date(s), facility and equipment needs, etc. in order to proceed.
- Proposal: **at Membership meeting, take a vote to change standing rules for renting our building to read "rent the building at an amount set by the Board"
- Proposal: **at Membership meeting, take a vote to change standing rules to state that "a club member" must be present if an outside business rents our building – in order to ensure the building is left clean/secure.
- Theresa Myers made a motion to have Silke Satzinger do a Scent Work - Buried seminar here on January 4. Susan Nepomuceno seconded the motion and it was subsequently approved by verbal vote.

- Debbie Munn said she was looking forward to her new position as training director.
- Huge thanks and gratitude to Gabby and Ann for their work in getting the training program turned around and working so well!!
- NOTE FOR PAWPRINT: GABBY IS STEPPING DOWN as Hospitality Coordinator. There will be no snacks or drinks at meetings unless someone volunteers to be the Hospitality Coordinator.

Adjournment: Patti Kilcullen made a motion to adjourn the meeting. The motion was seconded by Rocky Altimore and passed by verbal vote, thus the meeting was adjourned at 7:53 p.m.

Respectfully submitted,
Claibourne Jackson, Recording Secretary

Approved 1/14/2026 CJJ