

RICHMOND DOG OBEDIENCE CLUB, INC.
BOARD MEETING MINUTES
October 14, 2025

The meeting of the Board of Directors of the Richmond Dog Obedience Club took place on Tuesday, October 14, 2025 at the club building on Tomlynn Street. The meeting was called to order at 6:05 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)

Training Director: Ann Li (2025/2026)

Recording Secretary: Claibourne Jackson (2025)

Treasurer: Rocky Altimore (2025)

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

Absent was Vice President: Carolyn Wilkerson (2025)

The following **guests were present:** Janet Bowers Joanie Brobst

Patti Kilcullen made a motion to allow Joanie Brobst to speak first. Susan Nepomuceno seconded the motion, which passed by verbal vote.

Joanie Brobst proposed conducting Obedience run-throughs Sunday, November 23 as well as a day in January and early May of 2026 (exact date to be determined) in advance of our upcoming trials.

Discussion followed including raising the price of each run from \$8 to \$10 for Obedience and leaving Rally run-through cost at \$5 per run. Rally run-throughs are not planned at this time, but someone could certainly volunteer to chair and arrange to hold them.

Holding run-throughs on November 23 and again in January and May (dates to be determined) were approved unanimously by verbal vote. Changing the cost of Obedience run-throughs was not approved and will remain at \$8.

Building Search Committee:

- Susan Nepomuceno and Janet Bowers reported on the search for a new building for the club. Over 20 facilities have been looked at and after narrowing the number of possibilities down, the Committee enlisted the help of a realtor. At this time, there is 1 building of particular interest, but Janet and the realtor are still searching since building availability remains fluid.

- Janet and Susan presented details evidencing a great deal of time spent and work done in research, data gathering and the compilation of a report. Discussion followed and, as a next step, the Board opted to send Rocky Altimore and Patty Kilcullen to go with Janet, Susan and the realtor to tour the place in the coming week.

Minutes of the last meeting:

- Susan Nepomuceno made a motion to approve the minutes of the September 2025 board meeting. The motion was seconded by Rocky Altimore and the minutes were approved by verbal vote.

Report of the Secretaries

Corresponding Secretaries Report:

- Joan Trentadue reported she will be absent for next month's election meeting.

Recording Secretaries Report: none

Report of the Treasurer:

- Rocky Altimore reported that the State Corporation Commission fees have been paid for year and that he will update the SCC website with our new officers in December.
- Rocky further noted that he closed and reinvested some CDs resulting in a 3% increase in interest income.
- When the O/R Trial opened last week, there was a significant problem with PayPal wherein they shut down our account saying they needed Rocky's picture ID and a business description. As of now, the PayPal account is up and running and the Obedience trial is full.

Report of Committees

Buildings and Grounds:

- Dave Frazier reported that the heat is not working for the annex lobby, but service/repair is expected this week with the landlord covering the costs.
- Dave noted there was a silver crate in the Annex with a wire floor which no one wants to use. Dave asked for a decision about whether to keep or donate it. Board members agreed to donate it to a local shelter.

Hospitality:

- Gabby Hughes notes that we must find a new Hospitality chairperson noting that she will still be available to consult/coach/help.
- Gabby proposed December 13 as the best date for the Holiday party. Claibourne Jackson made a motion to hold the party on that date, Rocky Altimore seconded the motion and it was approved by verbal vote. The schedule will be food collecting and arranging at 5:30, eating dinner at 6:00. Set-up and decorating will be in the morning on the 13th beginning at 10:00 a.m. MEMBERS MUST sign up/RSVP and list your contribution in order to get dinner---i.e. don't just show up and expect food.

Training:

- Gabby Hughes requested a prorated refund for B. Owen who, after the 2nd of 8 classes, was injured. The Board approved a refund of \$105.
- Gabby moved for a total refund to a couple who, after just one class, realized they could not manage the large puppy and withdrew. In the days after the first class, the dog had knocked the husband down, causing him a broken leg. A refund of 100% was approved.
- Gabby alerted the Board that she must have class pricing and session length for 2026 set at tonight's meeting under New Business.
- Gabby says she has 2 instructors and one assistant instructor qualifying for seminar expense reimbursement of \$100 (instructors) and \$50 (assistant instructor).

New Member Applications:

- Membership application for Barbara Stephenson was presented and reviewed. Susan Nepomuceno made a motion to accept the application; Theresa Myers seconded the motion and it was subsequently passed. Barbara Stephenson's application was thereby accepted for voting by the membership.

Old Business:

- Donna Crumpler continues to gather information and work toward a Law Enforcement/Civilian Sniff-Off event. Law Enforcement Officers don't want the public watching blind searches for legal reasons. Customarily, they provide exhibition searches of vehicles wherein the handlers know where the hide is.
- On October 24, 2026 Chesterfield Fairgrounds is going to allow us to use a huge building free of charge for the event. Expected events are public demonstrations

(by law enforcement K9 teams) of bite work and takedowns and vehicle searches as well as a kind of recall race using a radar to record the dog's speed.

- As for RDOC at this event, we can present demos – (think disc dog, agility, obedience, rally, scent work) have vendors, booths of bake sales, etc. (note ALL proceeds will go to benefit VA Canine Police Foundation).

New Business:

- Dave Frazier advised that Cindy Hall has reached out saying she would like to have the position of office manager for the club since Sandra Thurston is retiring. Cindy Hall comes with the recommendation by Maureen Woolley. Dave Frazier made a motion to accept Cindy Hall as the club's new Office Manager. Claibourne Jackson seconded the motion and it was approved by verbal vote. (Thank you, Cindy!)
- Susan Nepomuceno made a motion to raise RDOC's regular class price (as of 2026) to \$160 for non-members as well as reducing the maximum class length from 8 weeks to 7 weeks. Cost of a 7-week class will remain the same (as it was for the 8-week session) for members, at \$140, and increase to \$160 for non-members. Claibourne Jackson seconded the motion. After some discussion, the above motion passed by verbal vote.
- Gabby Hughes recommended that the points committee reconvene to review points now that the system has been in use for a year and a few positions warrant a higher point value
- Theresa Myers opened a discussion of benefits and costs involved in offering the Pet First Aid seminar originally planned for February 21, 2026. Several members of the Board expressed concern about possible liabilities and it was ultimately decided we should withdraw the invitation to hold the seminar.
- Abby Bowman has created a new RDOC brochure for review/revision. (Thank you Abby!)

Adjournment: Theresa Myers made a motion to adjourn the meeting. The motion was seconded by Rocky Altimore, and passed by verbal vote. The meeting was adjourned at 8:29 p.m.

Respectfully submitted,
Claibourne Jackson, Recording Secretary

Approved as amended 11/11/2025 sma