# OBCC Board Meeting Minutes

## March 3, 2021 7:00pm

### Attendees:

Rebecca Lawrence

Mary Thompson

Marie Sawford

Kevan Gretton

### Agenda:

1. Welcome to our new VP – Kevan Gretton
2. Approve the Feb. 12, 2021 minutes
3. New and old website – Rebecca update
4. Digital Newsletter – Mary - all content was uploaded by Feb. 27th – new recurring series are “The Herding Spotlight”, and “Gone But Not Forgotten”. Rebecca – update regarding Katharine’s layout? We have a content collector – Catherine Rae with assistance from Anne and Mary. We are still hoping for a full time editor.
5. Members Only tab – change password?
6. L&D Report – Mary - Husbandry Seminar, Learn to Pen Successfully, and a Driving clinic with Amanda
7. OBCC Facebook page - Rebecca
8. 2020 Championship Awards and Trophies – Mary report
9. New committee being formed to do a survey headed up by Anne Wheatley - Mary
10. Memberships - Kim
11. Other business

### Board of Directors Minutes

* The Board welcomes Kevan to the Board.

### Board of Directors Minutes

* Feb 12, 2021 minutes Approved by Mary, Seconded by Kevan

### New Website Update - combined with Updates to Current Site -

### Rebecca updated the old site so it is more re-active so it is small screen friendly. She is still working on removing on the older site information for preparation to the new site

* There have been compliments on the updated site, Marie seconded it.
* Rebecca is still pulling multiple pages of old history, doesn’t want to pull over old code/old documents that while the Club may want to keep as part of the history, but doesn’t need to take up ‘space’. It is taking a lot longer to do the removal, it is quite a large volume of data. She is still aiming for end of March. There isn’t a file manager on this site that allows instant download.
* Hence the update to the old site to make it more useful for the Club in the meantime. Marie confirmed it works on Iphones, the one format Rebecca was not able to test.
* **TO DO:** Rebecca to fix Catherine Rae’s information on the site, she is showing up on the Nominating Committee not as Content Editor
* **TO DO**: Rebecca to continue to work on the site

Digital Newsletter

* Rebecca had been in contact with Katharine a few days before the meeting, all the files from Mary have been uploaded to the OneDrive folder. Katharine acknowledged receipt & access of the files, and will be working on it. Rebecca provided Katharine with the timeline of the Club regarding the creation/review & distribution of this issue of the newsletter.
* Mary says she was asked by Anne if content was needed to be in a specific format. Rebecca suggested the Club stick to submitting everything in Microsoft Word as it will make it the easiest for Katharine to pull the information out to ‘plunk’ into her layout software. If it is in PDF, she will have to convert it back to Word to use. Rebecca says avoid too much editing re: layout (like justification), but to use paragraphs etc. Katharine can easily then do her own layout editing. Marie says she just sends Katharine documents in whatever format she has so it makes it easier for Katharine. The writers of the articles do not need to worry about fonts, sizes etc.

Member’s Only Tab & Fee Schedule Change

* Rebecca notes that early spring is usually when the password to the site was changed as it went out in the first issue of the Newsletter. She can change it now & send the information to the current Members via email
* Mary wants to know if we should give members who haven’t renewed for 2021 an opportunity to view the newsletter without payment or should we change the password/announce the newsletter so that only current members can view it? Rebecca feels the latter as we are not mailing out physical copies anymore. By going digital, this may give an encouraging boost to people to renew their membership.
* Kevan wanted to know how often we change the password? Rebecca says it has been changed every year, with the current one being distributed via the publishing of the first newsletter of the year (either through physical distribution or email/website distribution). Rebecca pointed out that if we change the password before the 1st newsletter and advertise the publication on the Facebook page, it may prompt people to renew their membership if it has lapsed. This also may avoid the issue of handlers going to the post for the first trial of the season without payment being made. This would benefit both the Board and the Club.
* Kevan feels the password should change on March 1st as that is when the update to the fee schedule is put into effect. Marie agrees and suggested the password of **2021ATM** (as in **2021** **A**way **T**o **M**e) The Board likes it, and it will be used.
* Rebecca asked if we are going to allow a grace period this year for people paying late as the Board had discussed it in December but hadn’t made a final decision. Kevan, Mary & Marie feel that we shouldn’t as it was discussed in the AGM, and it has been posted on the Facebook & Website.
* **TO DO:** Rebecca to make the change & email the current members

Learning & Development progress

* Mary says 3 events planned for 2021 to date:
  + 5 people have already signed up for Kevan’s event and there has been tremendous response for the Learn to Pen event & the Amanda event.
  + The Learn to Pen event will be announced next week
  + A member has approached the L&D regarding a Zoom event for Xfit for dogs to get them in shape for trialing, Mary wanted to inform the Board. It is looking at possibly happening in April. She will be finding out more information and will update us when it more is available. Marie & Rebecca feels that it would be an excellent benefit to the Club members.
  + Kevan suggests that we consider possibly re-running some of these events if they fill up and there are extra people who want to be a part of them. There have been occasions when events are over-subscribed, and some people don’t have their names pulled out of the hat. Kevan would be willing to so do with his event. Mary will speak with Tracy to see if she would be willing to do so with the Learn to Pen event.

OBCC Facebook Page

* Andrea has set up Rebecca & Marie as moderators on the site for 2021. Andrea will update the Facebook when they step down & 2 new Board members come on board.
* It is very basic approval, there is no questions to be completed to join the group, it is a straight request. It is very easy for Marie & Rebecca to approve or remove members/posts.

2020 Championship Awards & Trophies

* Mary reached out to the 2020 winners to see what their interest was, in regard to acknowledgment of their win.
* Susan S declined any form of acknowledgement (plaque or item)
* Amanda would prefer a garment and not a plaque
* Florentine would prefer a plaque
* Mary would prefer a garment
* Mary has ordered Florentine a plaque, and Mary & Amanda have ordered a vest (approx. $34) & sweater (approx. $40) . It will have OBCC on one side with their win level on the other side with the logo
* Based on this, future Boards may want to continue with the garments rather than the plaques.
* The Open Trophy is the only one not back, it in for repairs.

New Committee Proposal

* Anne has approached Mary regarding doing a survey of our members regarding what they like/don’t like about the Club. Feels we have lost a lot of members over the years, not sure if it is regarding age/interest
* Rebecca says we had discussed as a Board before, the Survey should be distributed from the Board and reviewed by the Board not but a Club member. Kevan wants to know the cost of this, Rebecca says there are online options that are free to use.
* Mary says that Anne wants to do the survey face-to-face, Kevan questions how they can do this? How are they going to reach out to former members? Marie questions how this can be done during a pandemic which limits in person interactions? Rebecca doesn’t feel that we can reach out to former members due to privacy laws & previous year’s membership information
* Mary says Anne feels that there may be a bit of apathy in the Club members regarding joining committees, Board, etc. Anne feels that speaking with them may result in more data. Rebecca says in her experience with other clubs, that anonymous surveys tend to provide more information as people feel they can speak their minds. Marie & Kevan agree with this suggestion. Marie feels it should be done via email/anonymously or we will not obtain any valuable results.
* TO DO: Rebecca to check to see if we could create this on the website anonymously

Other Business

* Anne Wheatley has spoken with Mary about being a part of the Nominating Committee. Per Mary, Anne has asked Kelly Morrow & Lynn Johnston if they would be interested in pursuing nominations for next year’s Board. Anne wants to add Outreach to the Nominating Committee as it was dropped from the Learning Committee (which was change to Learning & Development). Kevan wanted clarification, were they looking to be on the Board or to seek nominations? Rebecca has asked what the Outreach portion will be as it isn’t typically a part of the Nominating Committee? Mary says they would reach out to other festivals/events to gain more interest in the Club.
* Marie has a paid ZOOM account so for the next event she can send the link for the Board
* Rebecca says she received a text from Anne regarding obtaining the boxes of the Club to review. Is Mary aware of this? Mary is, says there is concern that the boxes haven’t been collated/recorded and there is an interest on Anne’s part to do so. Rebecca will provide Anne with the boxes.
* Mary says she is more interested in a form that needed to be done & sent to the government on a yearly basis. Andrea had reached out to her about it. Rebecca is not familiar but if Mary would provide her with what exactly the document is, she will look through the boxes.
* **TO DO:** Rebecca to provide Marie with read access to the Membership list

### Next meeting:

* + Meeting adjourned at 8:12pm, next meeting tentatively set for April 9th at 7:00pm