# OBCC Board Meeting Minutes

## September 18, 2018 7:00pm

### Attendees:

Kim Gretton

Tracy Hinton

Rebecca Lawrence

Cynthia Palmer

(absent: Werner Reitboeck)

### Agenda:

* Approval of minutes
* Financial report
* Membership Report
* Trials Report
* Novice Award
* Ribbons
* 2019 Board and Nominating committee
* 2018 AGM

### Minutes Approval

* Review June 19, 2018 minutes. Tracy approved, Kim seconded
* **TO DO**- Rebecca to Post on website

### Committees:

* **Newsletter**
  + Michelle Lawrence & Kris Kiviaho are working on having it completed & ready to be distributed this week
* **Fundraising**
  + Pamela Hall & Janet Fahey
  + Kim notes that she received $305.00 in cheques from the Silent Auction at Kingston, noted in the Treasurer’s Report below. Cash has not been sent in, but neither has the invoice(s) for the purchased merchandise
  + Cynthia did send the budget overview to Pamela before the ordering process, and helped Pamela liaise with John Milloy & Teresa Castonguay, the previous Fundraising Committee, to review how merchandising was done in the past
  + The amount actually spent on merchandise is over our expected budget. Is the Club making any/enough money on each item to cover the cost of the individual item as well as making a profit? It may be that the OBCC will not have to purchase merchandise for next year as there may be a surplus of inventory from this year. Will have to review as the yearly revenue is approximately $2,000 a year, which at this time will not cover the costs
  + Kim would like to see the exact figures in revenue, costs & inventory so that the Board can review the profit margin on the merchandise
  + Rebecca noted that the current newsletter has an advertisement for the merchandise that lists the prices being charged per item, the Board may want to review the prices before the newsletter is sent out to the Club
  + **TO DO:** Cynthia, as President, will email Pamela to request the full amount purchased & sold as of today, before the Triple Crown event.
* **Learning & Outreach**
  + Nothing at this time
* **Membership**
  + Kim notes that the Club has gained a few new members. There are still multiple people from last year who have not renewed, most of them do not appear to be active handlers. A few from 2016 who were not members in 2017 have renewed for 2018
  + Rebecca noted that the Board had previously mentioned increasing the costs of the membership to help offset the costs of printing the newsletter. Michelle has been investigating methods to decrease the costs, but currently the OBCC is being charged at cost for the newsletter. Rebecca noted that some members have changed their preference back to mail rather then email/online, likely due to connectivity issues but it does increase the expenses for the Club to do so.
  + Kim notes that Kevan prefers to have a hard copy; the rest of the Board also like the hard copy to read so are in agreement to review a possible $5 increase in membership for both individual & family
  + The Board needs more information as to how many newsletters are printed, and costs associated
  + **TO DO**: Cynthia to email Michelle regarding how many newsletters are printed & mailed? How much does it cost?
* **Trials Committee**
  + Tracy has calculated the results for the following trials, and the points standing has been posted to the website current as of September 7th. As Cloudberry Novice SDT was held 2 days ago, results are not yet in.
    - Handy Dog Novice Trial
    - 80 Acres SDT
    - Kingston SDT
    - Good Companions SDT
    - Shepherds Crook Labour Day SDT
  + The Committee has received requests for 2 new trials to be sanctioned in the Kingston area:
    - Leslie Gamble will host an Open trial on October 27 for a maximum of 45 dogs
    - Janet Fahey will host a Novice trial (2 runs each of Novice-Novice & Pro-Novice) on October 28
    - They have arranged to have parking on Leslie’s farm, and to have the Town Hall opened for a Potluck dinner on the Saturday night
    - Janet is working on obtaining judge(s) for both trials
    - They have not asked for any funding, but as Amanda is not having her trial at Butternut this year, those funds are available if needed
    - Tracy has been in contact with them, and has encouraged Leslie to sanction her Open trial as both OBCC & USBCHA, but at this time Leslie is only seeking OBCC sanctioning. Board to encourage the Open & Novice members to support these new trials
  + Cynthia would like to move the responsibility of ribbons, Tracy has suggested that the Trial Committee take it on as the requests for ribbons are coming to the Committee currently. Kim & Rebecca seconded it
  + Cost of plaques for year end winners is roughly $450
  + The Board discussed the Fundraising Guidelines, as previously requested. Currently it does not stated/provide a monetary guideline to the Committee on how to honour funding requests. The Committee would like to not disappoint OBCC members who are putting on trials. A suggested guideline of a maximum of $100/day, or perhaps the member is not asked to provide an amount that they are seeking but that the Committee will review all requests and decide upon an amount.
  + **TO DO**: Cynthia to arrange delivery of ribbon inventory to Tracy
  + **TO DO**: Provide ribbons to the winners of the last two Novice trials (Good Companions & Cloudberry)
  + **TO DO**: Provide ribbons to Janey Fahey at the Triple Crown to be pro-active for her & Leslie’s trials at the end of October
  + **TO DO**: Rebecca to send the Funding Guidelines to the Board along with suggested wording discussed.
* **Treasurer’s Report as of March 20/2018**

**Opening bank balance Jan. 1/18 $2,249.89**

**REVENUE 2018 PROPOSED BUDGET ACTUALS %**

Membership $2,000.00 $1826.20 91%

Donations & Clinic Fees $ 500.00 0

Merchandise Sales $1,900.00 0

Raffle & Silent Auction Sales $ 700.00 305.00 43.5%

Total Revenue $5,100.00 $2131.20 42.7%

EXPENSES

Bank Charges $ 30.00 $39.00

Insurance /Legal $ 400.00 $492.70

Merchandise Costs $ 800.00 $276.85

Newsletter Printing $1,000.00 $406.80

Office & Newsletter Supplies $ 10.00 0

Postage $ 300.00 $211.48

Promotion of Club Goals $ 700.00 $300.00

USBCHA Finals Promotion $ 0 $136.70

Raffle Licenses & prize Expense/ribbons $ 200.00 0

Event Support $ 800.00 $800.00

Website Charges $ 30.00 0

Year End Awards $ 500.00 0

Total Expenses $4,770.00 $2663.53 55%

Bank balance as of Sept. 18/18 $1717.56

### Other Items:

* **Kingston SDT Trial in 2019**
  + **TO DO:** Send lanyards to Amanda
* **Most Promising Novice Handler Award**
  + Tracy has sent the email out to the Club, and received 3 nominations: Pamela Hall, Rebecca Lawrence & Kelly Morrow
  + Tracy investigated the cost of ordering the same whistle as 2016, at current exchange rate it will be about $85 CDN. Board in agreement to order.
  + **TO DO:** Tracy to order the whistle. Border Collie & Sheep along with the same engraving as two years ago
* **Annual General Meeting**
  + Set for Saturday, November 17 @ 1:00pm at Andrea deKenedy’s farm
  + Notice to go into the current newsletter
* **Nomination Committee** 
  + Rebecca has agreed to join the Committee seeking nominations
  + Tracy will be stepping down from the Board this year. At this time Cynthia is undecided while Kim & Rebecca will run again for next year’s Board
  + **TO DO:** Rebecca to contact Andrea deKenedy about joining the Committee this year

### Next meeting:

* Next meeting will be Tuesday, October30 18 @ 7:00pm.
  + Meetings to move to Skype
  + **TO DO**: Board Members to obtain a Skype account

Cynthia moved to adjourn. Meeting adjourned at 7:52pm.