

# **February 13, 2007 CAT Board Meeting Minutes**

**Time:** 6:37 pm - 8:36 pm

**Location:** Village Inn, Bridgeport Village

**In Attendance:** Marilyn Watson, Jamie Winthrop, Judy Bluett, Kim Boothe, Barb Persson, Lori Sage, Dwight Cash

**Reviewed and approved the minutes from the last meeting with corrections.**

**Report of the President:** See following agenda

Marilyn welcomed the new board members.

**Report of the Secretary:** no new members to be confirmed

**Report of the Treasurer:**

Reviewed January USDAA trial budget. Trial lost money. Reviewed receipts: Board discussed and decided that CAT funds would not be used to pay for alcoholic beverages at any CAT sponsored gatherings.

Judy to investigate food vendor options at Clark County Fairgrounds--to clarify the details of the presence of food not supplied by the vendor, whether the presence of non-vendor food violates our agreement with the vendor (i.e., hospitality, etc.), and whether the non-vendor food would violate our agreement if it is available at no charge to exhibitors.

Discussion of budget and account balances.

Noted that Dwight Cash will be a non-signer and will reconcile bank accounts monthly.

**Report of the Training Director:**

Barbara Stone was unable to attend but did submit a written report, which includes some of the following information:

Winter classes:

- 76 students enrolled in fall (*winter?*)classes with another 10 or so still using punch cards from fall
- 14 classes have started up for the winter session with two to start Friday night
- One new instructor--Janice Tsuchida (filling in for Karla)
- Two new teaching assistants--Tamara DePue (Tuesday nights) and Linda Watkins (Friday nights)
- Sue Woodson has offered to pick up the Junior Handlers class on Mondays at 5:30 pm in Forest Grove until a "permanent" instructor can be found
- I (*Barb*) have put out an ad to the AgileCAT list asking for instructors and assistants, and have asked Matt to run it in the CATalyst as well

Spring classes:

- Intend to start in early April
- Foundation in Forest Grove will move from Friday nights to Wednesday nights due to Kitty's work schedule

- Have not asked for instructor commits yet, but hope all classes will continue as currently planned--still have to plug the hole in Beginning 1 in Forest Grove

### **Unfinished Business:**

#### **A. Follow-up on action approved at last meeting**

1. **purchasing person.** Tanya Sacks for large items. Still need to find a liason for smaller purchases.
2. **member concerns.** Resolved with the individuals
3. **laptop purchase.** Should arrive this week. Need to verify if Windows Vista supports Quickbooks.

Discussion regarding inventory sheet for "boxes" supplied to each Trial Secretary. Each secretary can use the inventory sheet to replenish the box before handing the box over to the next secretary. Each secretary should turn in receipts for replenishing boxes in a timely manner to the Trial Chair, who will review the receipts and forward them to the Treasurer.

#### **B. Review of policies.**

1. **Vendor policy.** Barb Persson moved to update the fee to reflect that it should be \$25 or a donation to the workers' raffle, at the discretion of the Trial Chair. Motion approved.
2. **Equipment rental policy.** Previously approved text was missing from policy printed on web site. In item 7, add: "A CAT member trained in the usage and care of the timer equipment must be present at the trials where the equipment will be used." Reviewed and approved with correction to reflect previously approved text.
3. **Dog aggression policy.** Reviewed and approved with no changes.
4. **Credit card policy.** Reviewed and approved with no changes.

#### **C. Review of run pricing.**

Barb P. moved to re-evaluate NADAC and CPE fees after their upcoming trials and to adjust USDAA fees to \$12 per run for non-tournament runs at the Regional, then re-evaluate fees. Motion seconded and approved.

#### **D. Trial schedule for 2008.**

Marilyn recommended considering rotating the January NW Cup with a seminar or moving the NW Cup to April. Lori suggested keeping the date fixed as a trial date rather than replacing a trial with a seminar. Discussion ensued about the number of trials. The Board agrees to plan to sponsor 2 CPE, 2 NADAC, and 3 USDAA trials, but will need information about and from April trials to review before proceeding with scheduling. The Board discussed keeping an annual USDAA Regional on the schedule.

#### **E. August CPE trial--combine with club picnic?**

All agreed that combining the trial with the club picnic is a great idea. We do not yet have a trial site. The trial site will need to support RV parking. Judy will check on Clackamas Community College and Wilsonville as possible sites.

#### **F. Handling of ribbons for CPE, NADAC, and USDAA.**

Wendy will continue to handle NADAC and USDAA. We need someone to oversee CPE ribbons. Barb P. suggested that one person should order all ribbons (would be considered a major purchase, therefore, Tanya Sacks may be the appropriate

person). Barb P. also anticipates the need for CATCH ribbons for August. We need to verify if Bonnie Johnson still has the remainder of the CPE ribbons from last year.

**New Business:**

**A. December NADAC.**

Linda King proposed to have CAT sponsor a games only NADAC trial in Monmouth. She would perform the duties of the chair, secretary, ring steward, and hospitality. The Board thanks Linda King for the offer. However, the trial is out of the area and we wish to focus on local trials.

**B. USDAA Steeplechase pay-out percentage.**

The Board agreed to remain at the present level.

**C. Seminar--shy dog motivation.**

Rosie Stein suggested a seminar on shy dog motivation based on a book she had recently reviewed. Barb P. will follow up with Rosie to see if Rosie will organize it.

**D. Barb Stone requests 3 sets of colored, numbered cones for the barns.**

Lori recommends that the purchase be approved, but that the new cones be used in the equipment trailers and three sets be taken from the equipment trailer to distribute to the barns. All present approved.

**Meeting adjourned**