Minutes for Board of Directors' meeting
Special Meeting: Incoming and Outgoing Executive
Wednesday, November 12, 2008

Present: Current executive: Dianne Ford, Brianna Newton, Ina Melbourne, Deborah Glassman.
Past executive: Stephanie Conway
Regrets: Aimée Surprenant
Absent: Erin Pottle

1) Meeting called to order: 7:32pm

2) Vice President Trade-off:
    a. All materials were previously transmitted to Brianna from Steph electronically.
    b. Suggestions from Steph were: it is helpful to have an email list for flyball members and an email list for agility members for any emails that need to be sent; do whatever Dianne needs help with; "Hello, my name…" name tags are handy.

3) Treasurer Trade-off:
    a. All paper materials were handed to Ina from Deborah, and Deborah quickly went over the filing system.
    b. The change of officers form was ordered online from NL Government, and we realized we were in arrears for submitting our year-end to them from 2007, which will be rectified with the filing of change of directors.
    c. Deborah has started to create an interactive PDF form which, when submitted online will go directly to Ina as Treasurer. A discussion ensued about payments – and the Executive agreed that during the first class, either Ina or her designate will be at the first class, with the receipts pre-written based on the registration forms, to speed up payment collections for classes. The other option of a locked drop-off box was discussed, however, issues surrounding the security of the box was considered.
    d. Deborah recommended finding a process and staying on top of the monies, which can come in with high frequency during the start of sessions, and to be aware of the personal safety and comfort concerns that come along with it.
    e. Deborah noted that the club qualified for a corporate Visa, to cover costs like the website so Dianne doesn't have to continue paying for it with her personal credit card. It could also be used for equipment purchases, etc. that require a credit card.

4) Secretary Trade-off:
    a. Not completed due to absences. To be done individually.

5) Fun trial discussion:
    a. The trial committee requested permission to include an $80 gift certificate from NADA, Inc. in their gift basket for which they are selling tickets to members as a fundraiser for the sanctioned trial. The executive unanimously agreed to this.
    b. Ring rental for fun trial – we confirmed for the trial committee that the ring has already been paid for as it was originally to be used for an instructors' workshop. Thus, even if there is low turnout, it should be held to recoup some of the costs, if not help raise funds to cover the AAC sanctioned trial.

6) Classes:
    a. The executive discussed issues raised by the trial committee regarding the apparent issues surrounding the lack of classes. We discussed the issue in terms of meeting public demand for entry into the club, club resources and current club members' needs, and the sanctioned trial. The following is the schedule for classes with NADA, Inc. for 2009. (Note this is just for agility – flyball schedule has not yet been determined, although it is

anticipated there will be flyball drop-in Jan/Mar, and then classes resuming in April.)

Session	Offerings (Max. Spaces: Individuals eligible)
Mid-January to March (8wk)	***Beginners*** (10: current Pre-agility graduates) ***Intermediate 1*** (10: most recent Beginners graduates from the Summer, then any remaining spaces are available to any intermediate or advanced agility member) ***Drop-In*** (# of hrs dependent on registration numbers – for any dog who has completed beginners agility)
April/May (8wk)** ** This is the only session in which new members are accepted. The rest of the year is focused on developing these teams and supporting the existing membership.	***Puppy*** (5: current and new members) ***Pre-agility*** (10: current and new members) ***Intermediate 1*** (10: current members who have only completed Beginners – any remaining spaces open for any intermediate or advanced agility member) ***Intermediate 2*** (10: current members who have completed one round of intermediates, any remaining spaces will be open to intermediate/advanced dogs for current members) ***Drop-In*** (# of hrs dependent on registration numbers – for any dog who has completed beginners agility)
June/July (8wk)	***Pre-agility*** (5: current members who just finished puppy class) ***Beginners*** (10: current Pre-agility graduates) ***Intermediate 2*** (10: current members who have completed one round of intermediates, any remaining spaces will be open to intermediate/advanced dogs for current members) ***Advanced*** (10: current members who have completed at least two intermediate classes, who have never competed at an AAC trial and are registered in the sanctioned trial, any remaining spaces are available to other dogs who are similarly registered in the AAC trial, but have run in AAC before.) ***Drop-In*** (two days of drop-ins to assist with trial preparation – only for those who are going to run in the sanctioned trial)
August (3wk)	***Drop-In*** (two days of drop-ins to assist with trial preparation – only for those who are going to run in the sanctioned trial) ****AAC-SANCTIONED TRIAL WEEKEND****
September/October (8wk)	***Beginners*** (5: current Pre-agility graduates) ***Intermediate 1*** (10: current members who have only completed Beginners – any remaining spaces open for any intermediate or advanced agility member) ***Drop-In*** (# of hrs dependent on registration numbers – for any dog who has completed beginners agility)
November/December (8wk)	***Intermediate 1*** (5: current members who have only completed Beginners – any remaining spaces open for any intermediate or advanced agility member) ***Drop-In*** (# of hrs dependent on registration numbers – for any dog who has completed beginners agility)

The hope is to add some workshops for those who cannot or do not want to register for classes.

7) Future meetings: The Executive set all future meetings to be held on the second Wednesday of each month at 7:00pm – locations to rotate through various Executive members' households.
8) Meeting adjourned: 9:24pm