# OBCC Board Meeting Minutes

## January 8, 2019 7:00pm

### Attendees:

Tara Dier

Janet Fahey

Kim Gretton

Victoria Lamont

Rebecca Lawrence

### Agenda:

Approval of minutes

Confirmation of Board of Directors Positions

Confirmation of the Committee Members

Future distribution of plaques & trophies

USBCHA DVD – possible distribution

Uberconference or Skype for future Meetings

Other business

### Minutes Approval

* Review September November 13, 2018 minutes. Kim approved, Tara seconded
* **TO DO:** Rebecca to post on website

### Committees Confirmations

* **Board of Directors**
  + President: Tara Dier
  + Vice President: Victoria Lamont
  + Director: Janet Fahey
  + Treasurer: Kim Gretton
  + Secretary: Rebecca Lawrence
  + **TO DO:** Rebecca to post on website
* **Trials Committee**
  + Tracy Hinton had expressed interest at staying on as the Chair & continuing the calculation of Club points for 2019
    - Board is unanimous with this decision
  + Janet Fahey agreed to stay on
  + If any other members wish to step forward, the Board agrees that a fifth person may be added
  + New Trial to be held in Ottawa this year, Cynthia Palmer is the trial manager, has asked for sanctioning.
    - Sanctioning to be done by new Trials Committee once appointed.
    - Board does not typically review sanctioning requests unless the committee is unable to come to a consensus
  + **TO DO**: Tara to send an email to John Palmer & Carol Guy to confirm their interest in staying on the committee
  + **TO DO:** Rebecca to post on website
* **Fundraising**
  + Pamela Hall expressed interest in continuing to run this committee
  + Tania Costa had provided support to Pamela last year with this committee, Rebecca suggested the Board contact her to see if she would like to continue on and be recognized for her role
  + **TO DO**: Tara to email Pamela & Tania Costa to see if they would be willing to continue in their roles
  + **TO DO:** Rebecca to post on website
* **Learning & Outreach**
  + It wasn’t a very active committee in 2018
  + **TO DO:**  Tara to reach out to Tracy & Werner to see if they would like to continue to serve.
  + Depending on the outcome of the above, the Board may reach out to the membership at large to see if anyone would be willing to head this committee
* **Newsletter**
  + Michelle Lawrence has agreed to stay on as Editor-in-Chief at the AGM
  + Kris Kiviaho agreed to stay on as Content Editor
* **Website**
  + Rebecca has agreed to stay on as webmaster
  + **TO DO:** Rebecca will review the new changes to the site builder and work on making it mobile friendly (if at all possible)
  + **TO DO:** Rebecca to distribute the Board email addresses & passwords to each Board Member
* OBCC Trophies & Plaques
  + Tara stated that the year end trophies & plaques are the core of the Club
    - The Board needs to have more control of the collection & distribution of the trophies
    - They should be presented to the winners at the AGM
    - The Board should make it clear that the winners are responsible for returning them in a timely manner so that the trophies can be engraved and polished for distribution to the new winners at the AGM
    - She pointed out that in the CBCA, the winners were responsible for engraving their own names on the trophy & for careful wrapping to be shipped back to her for the future champions
  + The Board is in agreement with Tara
    - Winners can expense cost of the engraving back to the OBCC
    - Possibilities for collection include mail, returned at Triple Crown or giving a due date of October 15th to the winners with firm instructions that the trophies must be returned to the Board by this date
  + Janet has offered to take on the role of tracking & following up for the return of the trophies come the fall so the Board can have them ready to distribute at this year’s AGM
  + **TO DO:** Tara will bring the Pro-Novice trophy to the January arena trial, Victoria will collect it from her to take to Kelly Morrow
  + **TO DO:** Tara will follow up with Cynthia Palmer to locate the two MIA trophies: Novice Reserve & Pro-Novice Reserve. The 2017 winners of each were Patrick & Lorna. If they are still with the latter, Janet will follow up on collecting them & having them engraved for distribution to Mathieu & Mary
* USBCHA DVD
  + The Club received a copy of the 2018 USBCHA finals DVD set. The Board needs to decide upon its future.
    - Set up a Club library to borrow from?
    - Air portions of it at the AGM?
    - Put it up as a silent auction item at the Kingston SDT?
  + Tara has already viewed the CBCA’s set, states that they are very poor quality with soft resolution. Lots of issues with skipping & DVDs in the set not playing
  + Victoria states that as it is poor quality, it would not be fair to put it up as a silent auction item. Perhaps it would be best to just offer it up to the Club at large and pass it around members as wanted. Tara points out the Board could put a “Property of the OBCC” sticker on it and pass it out to whomever wishes to view it
  + Janet found a notification on the USBCHA website that the latter is aware of some of the DVD sets are defective, and that new ones are being distributed to everyone who has received a copy of the set
    - Will review new set once it arrives
* Future Meeting conferences
  + The Board is happy to continue to use the free UberConference.
  + If any issues arise in future, the Board can look at other methods of holding the Board Meetings
* Finance

**Treasurer’s Report as of January 8, 2019**

**Bank balance Nov 13/18 $2,822.05**

**REVENUE 2019 PROPOSED BUDGET ACTUALS %**

Membership $2,000.00 $ 545.00 27%

Donations & Clinic Fees $ 500.00 0

Merchandise Sales $4,000.00 0

Raffle & Silent Auction Sales $ 700.00

Total Revenue $7,200.00 $ 545.00 7.5%

**EXPENSES**

Bank Charges $ 50.00 $ 6.50

Insurance /Legal $ 550.00 $ 0

Merchandise Costs $ 1,200.00 $54.22

Newsletter Printing $1,000.00 $0

Office & Newsletter Supplies $ 10.00 0

Postage $ 300.00 $0

Promotion of Club Goals $ 700.00 $0

Prize Expense/ribbons $ 200.00 0

Event Support $ 800.00 $0

Website Charges $ 30.21 0

Year End Awards $ 500.00 0

Total Expenses $5,340.21 $60.72 1%

**Bank balance as of Jan 8/19 $,3306.33**

* Per Kim:
  + - Items outstanding – insurance due Jan 1/19 $417. Waiting for copy of invoice/policy from broker
    - Engraving of year end awards invoice

Membership note – last year there were 75 paid members. So far this year 22 are paid.

### Other Items:

* Does the Board have a vision for this year?
  + Victoria has encouraged the Board to think of a longer term strategy regarding communication with the members rather then only the newsletter (i.e. Facebook, Blog, Instagram, Twitter) (Rebecca pointed out the OBCC does have an Instagram & Twitter that we could use)
  + Janet stated that she likes the hard copies of the newsletter, she can give copies of it to the judges at the trials & provide copies to sponsors of any trial
  + Tara pointed out that the newsletter is the historical record of the Club
  + Rebecca brought up the possibility of monetizing the newsletter as referenced by Michelle during the AGM
    - Victoria doesn’t feel the ad idea will sell, as we are a relatively small club
    - Janey feels that people who would sponsor would likely have a personal connection to a club member (i.e. feedstore, pet store)
    - Tara wonders if it would be a lot of work for little money
    - Kim states that the membership covers the cost of the newsletter & trophies, so the Club doesn’t have to worry about monetizing
    - Rebecca brought up the change to distribution of the newsletter by the last Board, new members are automatically set up as e-copies unless they ask for hard copies to help reduce costs

### Next meeting:

* + To be held Tuesday, March 5th at 7:00pm

Victoria moved to adjourn. Meeting adjourned at 7:51pm