

**MINUTES OF THE  
MEETING OF  
THE BOARD OF MANAGERS  
OF  
PORT CHESTER OBEDIENCE TRAINING CLUB**

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A Meeting of the Board of Managers of Port Chester Obedience Training Club ("Club" or "PCOTC") was held at 7:26 P. M. EDT on August 20, 2019 at the Town House Diner, 720 N. Broadway, White Plains, NY 10603

Present at the meeting were the following Managers and Directors:

Barbara Napoli	President
Margaret DeFonce	2nd Vice President
Donna Fanok	Recording Secretary
Mary Skirchak	Treasurer
Deedie Domenicali	Director
Morgaana Menzel	Director

**President's Report**

Membership:

Will be updating the membership form to take into account the new year, Meantime the following applicants have been voted in:

New Member	Dog Name	Breed
Michael Kellick	Pilot	Golden Retriever
	Skye	Golden Retriever
Alisa Greenwald	Zoe	Golden Doodle

Membership Reporting Software (ASAP)

We had been looking into other membership reporting software that could better fill our needs than ASAP. To date none has been found that could do better, therefore, we will continue using ASAP as it stands.

Odor Recognition Test (ORT)/ Scent Work Trial

We are making plans to schedule an ORT during the dark week in February.

With lots of considerations we would like to look into the possibility of combining a Scent Work Trial in conjunction with our annual agility trial held at FDR Park. We will be looking for a chair for each of these trials.

We will be setting up a new schedule for 2020 so we will get out the dates of these events as soon as possible.

### Instagram Account

Our Instagram account will be revived so that we can make it useful to further our club's advertising. Morgaana will be supplying us with her photography for the ads.

### **Report of the First Vice President - Jeanne Meldrim**

While Jeanne was unable to join us for this meeting we felt we should keep the discussion of Parking Lot Security and Safety going. Under consideration is adding more flood lights and other possible deterrents. Jeanne has been in discussion with our landlord regarding this situation.

### **Report of the Second Vice President - Margaret DeFonce**

#### Marketing and Advertising

Bringing in new membership is an ongoing process and Margaret had presented us with flyers and a new brochure with ideas on how this might be accomplished. Some of which may be having our event workers wear custom T-Shirts advertising our club. Further ideas under discussion were reusable grocery bags, street kiosks, radio ads. Brochures could be given to vets to display etc.

We need to come up with ideas to build up our club membership while retaining our current members and to encourage cross training into other disciplines offered.

#### Class Pricing

We continue to investigate further our class pricing by doing comparisons among other dog training facilities in the area. Finding that we are comparable if not lower than those in the surrounding area.

## **Report of Director - Morgaana Menzel**

### Facebook

Morgaana continues to constantly update Facebook which keeps interest high. She reports of a marked increase of hits after each update.

Under discussion is low attendance to our club meetings and how we can encourage more participation.

## **Report of Director - Deedie Domenicali**

### Lease Renewal

Deedie has been speaking with a Lease Negotiator. He believes he can renegotiate a better deal at no extra expense for the club. We will be looking into this further.

## **Report of the Treasurer - Mary Skirchak**

Our financial report was distributed and is now on file.

Revenues are below projection compared to prior years and the bottom line is not as healthy as it once was.

We are making an effort to increase membership and increase class enrollment.

## **Old Business**

Work continues on the manual of positions held with a detailed list of responsibilities of each.

The position of House Director is still vacant.

Still looking for new agility instructor to replace Grace Heck.

## **New Business**

Will look into possibility to allow for drop ins by non members under certain circumstances.

Next meeting will be held on October 2, 2019 at the Town House Diner, White Plains, NY at 7:00 PM

Adjournment

There being no further business, on motion duly made and carried, the meeting was adjourned at 9:39 PM

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Barbara Napoli  
President

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Donna Fanok  
Recording Secretary