

**MINUTES OF THE  
GENERAL MEETING  
OF  
PORT CHESTER OBEDIENCE TRAINING CLUB**

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A General Meeting of Port Chester Obedience Training Club ("Club" or PCOTC) was held at 7:30 PM, on March 15, 2022 via Zoom due to the Coronavirus 19 outbreak.

Present at the meeting were the following Managers and Directors:

Barbara Napoli	President
Kathy Gregory	1st Vice President
Lauren Green	2nd Vice President
Donna Fanok	Recording Secretary
Mary Skirchak	Treasurer
Olga Kornienko	Corresponding Secretary
Linda Kaplan	Director

**Minutes of the Last Meeting** - A motion was made and passed to waive the reading of the Minutes of the Last Meeting, they are posted on the website.

**Report of the President** - Barbara Napoli

In response to the Members' requests, the format of this meeting will be focused on Members' questions. The Board has received the questions in advance and has given each question great consideration.

Covid guidelines were still in place in January/February and have only been recently relaxed. We all hope that Covid numbers continue to decrease and a new variant does not appear.

**Question and Answer Summary**

1 - Resumption of in person meetings will occur when it is safe to do so.

2 - We will resume Seminars when it can be done in a manner that is safe for the guest host and the participants. The revenue engine for the club is classes and they will have priority. Available dates for seminars and other special events are available on a fair, rotational basis for every sport.

3 - The PCOTC Constitution and By Laws are available (Article 4, Section 2) will explain our election process.

4 - The Board has been actively pursuing the Agility instructor candidates and is continuing with the hiring process.

5 - Classes are offered as instructors become available to teach them. Instructors are always encouraged to offer entry level classes.

6 - We are always striving to increase the frequency and timeliness in communication among the Board Members.

7 - The Board has not hired Monique Plink as Agility Instructor as they have the responsibility for selecting the best person for the job based on the Club's needs. The Board has many applicants for this position and are still going through the interview process.

8 - Due to financial pressures placed on the club as we recover from the closures and diminished enrollment during the Covid pandemic, we have decided to eliminate the TD positions. Designated Members of the Board will be acting as Board liaisons to the sports.

9 - Members can present their suggestions for Events in advance with multiple possible dates to the Board Liaison or directly to the Board.

10 - A proposal to reschedule the January Agility Run-Thru must be submitted for consideration to the the Board including all required details. Be prepared with all costs, fee collections procedures and budget.

11 - The Board would not be inclined to use Saturdays exclusively for events that are intermittent and to not bring in the money that classes do.

12 - Cleaning - Our criterion is that the cleaning company would have to be affordable, one that does a great job and has that day available to clean for us.

13 - Election - The Nominating Committee will inform the Membership of the four candidates according to our By Laws.

14 - Financial Health -

a - Our CPA company will have a first draft of the audit by the end of March.

b -The 2022 budget is currently under Board review

c - The club lost approximately 57K in 2021

d - The condition of the Club's finances is recovering from the Covid shutdowns and longer term Covid restrictions on gatherings.

e - To increase revenue at the Club we are offering popular classes that fill with students and are actively looking for new instructors.

f - To increase revenue from matches and seminars the Board is now requiring pre-approval of all pricing for all events to assure that an event will truly add revenue to the Club and not be a loss. We are reviewing every expense line item to see where we can cut expenses.

15 - We appreciate your suggestion of allowing open discussion at the end of the meeting this can only happen if all Members are willing to have the discussion free of any sarcasm, nastiness and rudeness.

16 - a -The lock on the upper level has been fixed two months ago. Please report it to us if you are experiencing difficulties.

b - We have been conservative in reopening all events as students are hesitant to drop all Covid concerns. We anticipate higher income from our rooms holding classes not rentals.

17 - The goal of our Club is to recover financially from Covid; expand class offerings; hire more instructors; rebuild a reliable Membership base and attract new students.

18 - Kathy Gregory accepts payment for her services as a Nose Work judge and her teaching services.

The Meeting was followed by further questions regarding Training Directors, Finances, Hiring of Agility Instructor etc.

There being no further business, on motion duly made, the meeting was adjourned at 8:55 PM.

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Barbara Napoli, President

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Donna Fanok, Secretary