

**Gem City Dog Obedience**  
**Club Board Minutes**  
**12/16/2025**

**Board Members Present:** John Clifford, Michelle Collett, Lynn Conrad, Rachel Corbett, Sam Davis, Alicia Heidorn, Maggie Melton, Angela Profitt, Kathy Roberts, Barb Siler, and Deb Werts

**Call to Order:** Meeting was called to order at 7:23 pm by Michelle Collett. The motion to accept the board meeting minutes of 11/7 was made by Sam Davis. John Clifford 2<sup>nd</sup> the motion, Motion carried. Meeting minutes from the November 11<sup>th</sup> membership meeting were presented to the board for errors and/or omissions. None were suggested.

**President:** Michelle Collett. Nothing to report.

**Vice President:** Steve Hart was not present. Michelle shared that the contract for the land had been finalized. Steve has been contacted by Kathleen O'Neill to set up some rental dates of the land for some Southern Ohio Flying K9s events in 2026.

**Membership:** Sam Davis. See attached report. Sam is developing an application to utilize while recording member hours and information. It may have the capability to allow Trial Chairs/members to enter hours.

**Treasurer:** Kathy Roberts. See attached report. Kathy stated we have approximately \$262,758.14. It was discussed that the AKC has increased fees across the board. GCDOC has not increased any entry fees, but this may need to be revisited in the future. There was discussion that other clubs in the area, as of now, have not increased any trial fees.

**Registrar:** Maggie Melton. Reported that class registration for Session One went well. There are a few openings here and there in a couple of classes.

**Obedience:** Barb Siler. See attached report. It was discussed that there should be a way to determine if a student needs to bring in their vaccination record to the first night of class. It was suggested that a column be added to the roster so that instructors know which students to ask for the information. There was discussion that the pre-requisite of advanced obedience class to take Barn Hunt Class will be removed.

**Agility:** Deb Werts. See attached report. A motion was made by Kathy Roberst to approve up to \$1,200 for new jump cups and a set of competition agility weave poles. Angela Profitt second the motion. The motion carried. Deb reported she has been cleaning out the filing cabinet in the agility room. It contains a lot of old history about the club which she is organizing. Deb was asked if she might offer another weave class in the future, and Deb said she was not sure; There is not a lot of available ring time. The next agility trial is in February.

**Maintenance Report:** John Clifford. See attached report. Rachel agreed to de-energize the sign on the front of the building when she has time. There was discussion regarding a better way to store instructor crates, such as using a garage lift or possibly removing an area of the kitchen cabinets. A decision was not reached at this time. An incident regarding a dog getting loose and interacting with a bait trap was discussed. John has come up with a type of guard he will be installing on the bait traps to make them harder for a dog to access.

**Old Business:** It was discussed to remove the website/tech review from the agenda since GCDOC is not looking into having a company re-do the website. For now, at least, we are handling changes made to the website in-house.

**New Business:** Sam presented a new membership form for review. Formatting changes were suggested before making an approval. The liability waiver was mentioned. There was discussion that the Membership Director should be making sure that the liability waiver is signed when a person becomes a member. There

was discussion that perhaps new members should be presented with a welcome packet that includes such things as a copy of the bylaws, standing rules, etc.

Barb mentioned that she did not see anything in the bylaws regarding a requirement that dogs on the obedience side need to be in a crate during class when they are not working. Deb mentioned that for agility she reviewed laws and saw issues that she thought should be changed, formed a committee, came up with suggested changes, and presented it to the board for approval. Deb suggested the same be done for the obedience side.

Inclement weather and club closures were discussed. It was reviewed that if the club as a whole decides to close, it closes. If the club doesn't decide to close, but an instructor doesn't feel safe coming to the club then, the instructor can cancel their class and have a make-up. If the club doesn't close and a person doesn't feel safe coming to class, then it is up to the individual to decide if they want to attend class. If we close the entire building, it should be reported to the news stations in the area to be added to the closure list.

Sam began discussion regarding the need for a key code for the Lenehan building to keep the door unlocked while people are constantly entering and exiting, such as there is for the Barn hunt Building. It was mentioned that board members should have access to those codes in case there was an emergency. Michelle mentioned that she has a sheet with the codes. The codes to the buildings were shared with the board members.

It was discussed that there is interest by some members of becoming a Happy Ratters Club. Practices would be held in the Lenehan building and that becoming an actual club requires applying. There has also been some discussion by some members about possibly make improvements to the Lenehan building. Kathy mentioned that we should table this for now. She is concerned about making sure the club has funds to cover large repairs, etc. She also mentioned that if members want to play around with Happy Ratters that that is also ok. John was concerned about chemicals/hazards in the building that might be dangerous to kids that might be present. Angela asked if AKC does the same type of event with rats and the answer was no. She just wanted to make sure we don't break any AKC rules.

Rachel mentioned changes to the voucher system. Michelle asked if this could be tabled for now. Kathy mentioned that perhaps a small committee should be formed.

There was a suggestion made by Kathy to do something at the banquet to acknowledge the instructors during the banquet. She suggested that perhaps instructors could use an instructor voucher to get their meal. There was discussion that it might cause an issue for members who are not instructors who might feel they should be able to use one of their volunteer vouchers for their meal. There was also discussion on making a shout out to the instructors and making a sheet listing all the titles which would be distributed on the tables.

Board membership meeting dates were set for 2026. They are: January 18, February 15, March 15, April 12, May 17, June 30 at 5:30 pm, July 19, August 16 at 3 pm, September 27, October 18, and Nov 6 following the membership meeting. All meetings with the exception of June 30, August 16, and Nov. 6 will be at 7 pm. All meetings will be at Northcutt.

### **Adjournment**

A motion was made by Angela Profitt for adjournment at 10:05 pm.

Respectfully Submitted by  
Rachel Corbett, GCDOC Secretary

# December 2025 Membership Report

- Tami transferred all data. I'm consolidating it all into one unified database.
- I've developed a pilot app where I can enter volunteer hours. My intention is to provide limited access to heads of volunteer crews, trial chairs/secretaries, etc., so that they MAY enter data if they wish, but they are never required to do so. This will likely be available next month.
- I have reworked the membership application to make it easier for Applicants to understand the process - I have brought hard copies for review this evening.

## Total Number of Members by Type and Year

Year	Applicant	Associate	Family	Lifetime	Regular	Sum
2020	16	20	21	16	116	<b>189</b>
2021	18	19	16	18	122	<b>193</b>
2022	9	14	15	16	123	<b>177</b>
2023	11	17	13	17	128	<b>186</b>
2024	16	18	12	17	129	<b>192</b>
2025	12	17	9	19	138	<b>195</b>

## Average Hours Worked By Type and Year

Year	Applicant	Associate	Family	Lifetime	Regular	Sum
2020	5	11	57	52	48	<b>173</b>
2021	5	9	88	82	58	<b>242</b>
2022	3	28	109	113	61	<b>313</b>
2023	4	14	116	116	64	<b>315</b>
2024	7	12	214	90	81	<b>403</b>
2025	12	12	219	76	78	<b>397</b>

1:40 PM  
12/16/25  
Cash Basis

**Gem City Dog Obedience Club**  
**Draft Profit & Loss (Pending Cr Card Details)**  
January through November 2025

	Jan - Nov 25	Jan - Nov 24	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>40000 · Income</b>			
<b>40100 · Class Registration Fees</b>	39,870.95	52,494.67	-12,623.72
<b>40200 · Trial/Test Entry Fees</b>	103,249.01	107,039.17	-3,790.16
<b>40300 · Contributions-Unrestricted</b>	18.00	69.00	-51.00
<b>40400 · Rental Fees-Land and Building</b>	13,438.00	14,500.00	-1,062.00
<b>40500 · Fund Raising Income</b>	0.00	45.00	-45.00
<b>40700 · MEMBERSHIP PROGRAM INCCME</b>	1,261.85	4,056.53	-2,794.68
<b>40800 · Contr for Trial Volunteers</b>	1,109.10	6,419.11	-5,310.01
<b>40900 · Store Income</b>	229.21	15.36	213.85
<b>Total 40000 · Income</b>	<b>159,176.12</b>	<b>184,638.84</b>	<b>-25,462.72</b>
<b>Total Income</b>	<b>159,176.12</b>	<b>184,638.84</b>	<b>-25,462.72</b>
<b>Expense</b>			
<b>Facilities</b>	55,298.42	55,972.74	-674.32
<b>51000 · Trial/Test Expenses</b>	57,112.54	62,375.99	-5,263.45
<b>57000 · Seminar/Class Expenses</b>	9,634.83	7,095.66	2,539.17
<b>59000 · General and Administrative</b>	8,889.27	6,780.45	2,108.82
<b>64000 · Membership Programs</b>	1,631.46	1,239.49	391.97
<b>Total Expense</b>	<b>132,566.52</b>	<b>133,464.33</b>	<b>-897.81</b>
<b>Net Ordinary Income</b>	<b>26,609.60</b>	<b>51,174.51</b>	<b>-24,564.91</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>	-458.26	3,499.56	-3,957.82
<b>Net Other Income</b>	<b>-458.26</b>	<b>3,499.56</b>	<b>-3,957.82</b>
<b>Net Income</b>	<b>26,151.34</b>	<b>54,674.07</b>	<b>-28,522.73</b>
 <b>paypal transfer pending</b>			
<b>Deposits Pending</b>	<b>\$13,098.54</b>		
<b>Total Deposits Pending</b>	<b>\$22,927.29</b>		
	<b>\$36,025.83</b>		
 <b>Credit Card Charges not Posted</b>			
	<b>\$5,400.00</b>		
 <b>Cash Balance as of 12/16/2025</b>			
<b>In Bank Checking</b>	<b>137,255.58</b>		
<b>Deposits Pending</b>	<b>\$36,025.83</b>		
	<b>\$173,281.41</b>		
 <b>Savings</b>			
	<b>\$89,476.73</b>		
<b>Total Cash</b>	<b>\$262,758.14</b>		

## Obedience report 12/16/25

- Obedience teacher meeting - around 20 in attendance
  - CGC Urban testing date: April 25. Also adding CGC/Trick title testing along with it
  - Session 2 fit dog class - Rosa would like to try it, borrowing equipment from those who offered last time
  - Game playing and demos
  - Cathy W and John discussed possible scenarios to alleviate the crate space problem
  - Maggie - the need for a registrar meeting was discussed - not all registrars do all the things and they need to be on the same page. A "checklist" was suggested for them. They miss the registrars coming to their first and last classes to meet and greet and collect vaccination records, etc.
  - We'd like to be able to cross reference students on some sort of data base system - we are working on that. Teachers would track dogs and what classes they've been in and could also log comments about their students
  - From Rosa: "remove 'advanced classes needed' from class requirements. There are no class requirements for barn hunt." This needs discussion.
- Great seminar with Suzi Schmitz! Around 15 dogs and handlers attended.
- Change to "puppy grad" class name and class description. It's now "puppy advanced" and will follow the STAR puppy curriculum; specifically for dogs between 6 and 10 months old where we've had a gap before.
- Successful UKC and WCRL shows since our last meeting!
- Obedience (and agility?) teacher meeting in either late April or late February with Susan Crank from Incredipaws. Topics will include class management, class planning, recognizing signs of fear/aggression/etc in a dog and how to handle it, just how to be better teachers.

## Board meeting

December 16, 2025

### Agility report

1. We offered a weaves class for 4 days Dec. 1 – 4 for members of the foundation and the beginner classes. We charged \$26 for the 4 days. There were 12 teams involved. We got all but one of the dogs in the beginner classes weaving straight up weaves with wires. The foundation class members made progress too. We made \$312 from the classes. I want to thank Terri Hendrix who volunteered her time and expertise to help me with these classes.
2. We would like to purchase another set of weave poles. Cost of weave poles for competition run about \$700 plus shipping. This includes two sets of 6 weaves plus the poles.
  - a. During a trial, it would allow us to have one set used on the course and the other set taped ready to be put out. Our course builders have to change the tape on the poles to keep them from moving when the big dogs run through them. This would allow them to change out weaves when the tape stops sticking.
  - b. Our classes could have two sets of poles out on the course so that dogs could work poles on both sides of the room rather than only one of us using them at once.
3. We would also like to purchase jumps cup strips to replace the ones we currently have on our winged jumps. These are the strips along the front of the jumps that indicate the jump heights for the poles. The ones currently on the wings are getting old and are starting to sag. This allows the bars to be at a slightly lower jump height and it can cause dropped bars because the poles are not resting securely. Cost for 16 pairs of jump cup strips is \$287 plus shipping. Total for both items is \$939.19 plus shipping.

4. We are offering a new specialty class this session for weaves being taught by Sharon LaFuse. Her method was written as an article in Clean Run several years ago. As a specialty class, people can take this one and still take their regular class.

**Deb Werts**

**GCDOC Director of Agility**

Board Meeting - BUILDING MAINTENANCE REPORT: December 16, 2025

- Additional wire cages are being built and will be placed around each of the mouse bait boxes to hopefully reduce the possibility of a dog being able to make direct contact with the boxes.
- There was an issue with the front room heater being turned completely off instead of just temporarily off resulting in the front room becoming “chilly”. I have revised the posted instructions to hopefully make it more clear how to make changes without turning it completely off.
- Semi-annual HVAC inspection & filter change scheduled for Dec 19<sup>th</sup>, 8:00 am.
- New hangers were installed for the new Obedience jump boards.
- The CO detectors beeping “low battery” should be fixed. They will still need to be replaced annually.
- The club sign out front. Maybe just turn off?
- The cut/broken flexible connections on the downspouts will be addressed in the spring.
- Light fixture in turf room was repaired (thanks Rachel!). Under warranty, the company is sending replacement driver for the latest one.

John Clifford 12-16-2025