

**ALLENTOWN DOG TRAINING CLUB
BOARD OF DIRECTORS MEETING
November 28, 2021**

MINUTES

The meeting was called to order at 6:03 p.m. by President Chuck Achenzie.

Roll Call

Present at the meeting were President Chuck Achenzie, Vice President Steve Markowitz, Treasurer Barbara Artim, Corresponding Secretary Terry Papineau, Recording Secretary Carol McCarthy, Training Director Phyllis Broderick and Board Members Debbie Achenzie, Linda Eldon, Anna Guglielmo, Gail James and Edie Rysdyk.

Minutes

The board had before it for approval the minutes of the board meeting held on October 24, 2021. Phyllis Broderick moved to accept the minutes as submitted. The motion was seconded by Debbie Achenzie and the motion passed by unanimous voice vote.

Treasurer's Report

Treasurer Barb Katz presented the Treasurer's Report (see attached).

No corrections or additions were noted. Terry Papineau moved to accept the Treasurer's Report as submitted. The motion was seconded by Anna Guglielmo and the motion passed by unanimous voice vote.

Correspondence

Terry Papineau reported that she received a communication from AKC outlining what clubs should have in their insurance policies. Their recommendation is to use Equisure which the club currently uses. After discussion, it was decided that Terry, as Corresponding Secretary, should receive any communications concerning insurance. Barb Artim will turn over to Terry the information she put together regarding insurance. All Barb needs is an invoice to pay insurance premiums.

Federation

Edie Rysdyk reported the Federation is working on a newsletter which she has not yet seen. When it is completed it will be posted on the club website.

Membership Report

Debbie Achenzie presented the Membership Report (see attached).

Anna Guglielmo moved to accept the application for membership from Marianne Hyatt. Terry Papineau seconded the motion and the motion passed by unanimous voice vote.

Debbie also noted that membership renewal applications are coming in and she has not received any donations for the trophy fund.

Training Director's Report

Phyllis Broderick presented her Training Report (see attached).

Phyllis also advised the board that she thinks the drop in rate for members should be raised to \$10.00. Discussion was had and Anna Guglielmo moved to raise the drop in rate from \$8.00 to \$10.00. Terry Papineau seconded the motion and the motion passed by unanimous voice vote.

Phyllis then advised that she would like to have the star puppy class run for seven weeks at a rate of \$160.00. Discussion was had and Gail James moved to have the star puppy class run for seven weeks at the rate of \$160.00. Terry Papineau seconded the motion and the motion passed by unanimous voice vote.

President Achenzie noted he would like the board to address the issue of how the club is doing financially in about six months considering increasing the drop in rate to \$10.00 and the head trainer's fee to \$40.00 and assistant's fee to \$30.00.

Committees

Website

Steve Markowitz noted there has been an increase in activity in the last couple of weeks.

Newsletter

President Achenzie reported the deadline for the December newsletter was November 25, 2021.

Publicity

Linda Eldon noted that Ann Marie Markowitz wrote a nice article for the Member of The Month about Barkley and his therapy dog work.

Phyllis Broderick noted that if Macungie has a Facebook page it might be a good place to put our club information.

Sunshine Committee

President Achenzie noted that a card was sent to Marta Beckstead on the passing of her husband.

Nominations

President Achenzie announced that Terry Papineau will present the slate at the December general meeting and nominations will be taken from the general membership at that time. The election will be conducted at the January 2022 general meeting.

Christmas Party

President Achenzie noted the club Christmas Party will be held on December 8, 2021, following a brief general meeting. Members should notify Bill or Dusty Springer if you are coming. Set up will begin at 5:30 p.m. downstairs in Macungie Hall. Members are asked to bring either an entree or a dessert. President Achenzie will get the raffle tickets currently in the club storage room and have them available for Edie Rysdyk who is in charge of raffles for the party.

SHOWS

Point Show

Gail James reported that she will update the AKC website to list the judges for the May point show. She also said that the towels and armbands have arrived, and there has been some money sent in for the trophy fund. A brief discussion was had concerning cutting back on trophies at the 2023 show.

Old Business

President Achenzie noted he contacted the manager of Wegmans in Bethlehem about holding the board meetings there every other month. Wegmans no longer allows groups to hold meetings there unless food is purchased.

New Business

President Achenzie thanked everyone for a successful year. The club is doing very well.

General Business

The next board meeting will be held on January 23, 2022, at 5:00 p.m. downstairs in Macungie Hall. The next general meeting will be held on December 8, 2021 at 7:00 p.m. inside the training building at Macungie Park.

The Staples number is 610-439-2800.

Adjournment

There being no further business before the board, Anna Guglielmo moved to adjourn the meeting. The motion was seconded by Phyllis Broderick and the motion passed by unanimous voice vote.

President Achenzie adjourned the meeting at 6:58 p.m.

Respectfully submitted,

Carol McCarthy
Recording Secretary

TREASURER'S REPORT

Treasurer's Report
Board Meeting 11/28/21

- ⦿ Account Balance Report - The current Truist balance is \$15,391.53
- ⦿ Account Balance Report - The Vanguard Account balance is \$57,821.68
- ⦿ Balance of both accounts is \$73,213.21
- ⦿ Income since last board meeting is \$4,778.00; Expenses since last board meeting are \$6,857.41.
- ⦿ Net is -\$2,079.41
- ⦿ Connie Cleveland Seminar: Income \$8275, Expenses \$3,613.82, Profit \$4,661.18
- ⦿ Financial Analyses of increased trainer compensation: Income from training is down \$3800 from the last 2 years and increased trainer compensation will increase training expenses by approximately \$4000.

Respectfully submitted

Barbara Artim

Income/Expense by Category

10/21/2021 through 11/27/2021

11/27/2021

Page 1

Category	10/21/2021- 11/27/2021
INCOME	
Dues	505.00
Point Show In	649.00
Seminar	475.00
Training	3,149.00
TOTAL INCOME	4,778.00
EXPENSES	
Seminar Exp	2,952.80
Telephone	34.61
Training Exp	3,790.00
Training Exp-Specialty	80.00
TOTAL EXPENSES	6,857.41
OVERALL TOTAL	-2,079.41

Account Balances - As of 11/27/2021

(Includes unrealized gains)

11/27/2021

Page 1

Account	11/27/2021 Balance
Bank Accounts	
Checking	15,391.53
Savings	0.00
TOTAL Bank Accounts	15,391.53
Cash Accounts	
Cash Account	0.00
TOTAL Cash Accounts	0.00
Investment Accounts	
ING CD	0.00
Vanguard	57,821.68
TOTAL Investment Accounts	57,821.68
OVERALL TOTAL	73,213.21

FINANCIAL ANALYSIS OF THE IMPACT OF THE ALLENTOWN DOG TRAINING CLUB BOARD OF DIRECTORS DECISION ON 10/24/21 TO INCREASE HEAD TRAINER COMPENSATION BY 33% AND ASSISTANT TRAINER COMPENSATION BY 50%.

- Board motion in the minutes does not indicate an effective date for the increase.
- Our club has 3 types of expenses related to holding dog training classes
 - Directly related to each class – Instructor compensation
 - Indirectly related to each classes – Mats, Macungie rental and supplies
 - Operational Overhead – Insurance, Website, storage unit, telephone
- All 3 types of expenses must be paid for by our income from membership dues and class fees, both public classes and club classes. We have no other sources of regular income.
- Extrapolating the new rates onto the actual figures for **Jan thru Oct of 2021** gives an estimation of increased expenses going forward:

<u>Trainer Compensation</u>	<u>Compensation</u>	<u>New Rate</u>	<u>New Total Expense</u>
Head	\$7,160	x 1.33	\$9,523
Assistant	<u>\$ 1,420</u>	x 1.50	<u>\$2,130</u>
	\$8,580		\$11,653

The new rates would **increase ADTC expenses by \$3,073** or a 36% increase in overall trainer compensation expense for 10 months of 2021.

Direct expenses	\$11,653
Indirect expenses	\$ 8,473
Overhead	<u>\$ 3,284</u>
Total training expenses thru 10/30/21	\$23,410
Income from classes as of 10/30/21	<u>\$19,140</u>
Potential Loss from classes	\$ 4,270
Non-class training Income	\$ 1,325

- Another way to analyze the impact of increasing trainer compensation by 36% is to look at expenses class by class or week by week.
 - Most of our **Operational Overhead** for this year has been paid or can be calculated - \$5534. Or **\$107 per week** must be earned to pay these expenses.
 - Indirect expenses: **mats and Macungie** rental will be - \$10,498; hourly rate for Wed is \$30/hour, daily rate \$165; hourly rate for Thurs is \$20/hour, daily rate \$240. Or **\$201 per week** must be earned to pay these expenses .

- Without direct trainer compensation, the total that needs to be covered is \$16,032; 16,032 divided by 52 equals **\$308/week profit must be generated from the classes in order pay our overhead required to hold classes.**
- A single hour class with a head trainer \$40 (Wed night utility, open, some rally, Thurs am open and utility) will require **5 students to cover trainer compensation.** Income from any more than 5 will go toward building, mats and overhead.
- A single hour class with a head trainer and an assistant (\$70) (Wed open, novice, Thurs beg/novice, some rally) requires **10 students to cover trainer expense and pay \$10 toward overhead.** More than 10 students required to pay more toward building, mats and overhead.
- Thursday ring rental time is 100% income helping to pay overhead.
- Public classes - Puppy class for 1 hour (\$40). Our charge is \$20 per class per student so 2 students are needed to cover the trainer expense and any additional pays overhead.
- Public classes - Beginner class for 1 hour (\$40) or with an assistant (\$70). Our charge is \$23 per class so 2 are required to cover one trainer and 3 per class to cover an assistant. Additional students pay overhead.
- Training income is down for 2021 by \$3800 compared to the last 2 years.
 - 2019 \$26,127
 - 2020 \$26,125
 - 2021 \$22,326

Increased trainer compensation will cost approximately \$4000 per year.

Respectfully submitted Barbara Artim, Treasurer Allentown Dog Training Club

MEMBERSHIP REPORT

New Application - Requires Board Approval

Marianne Hyatt
47 Back County Road
Barto, PA 19504
Golden Retriever
C: 484-794-4839
kmhyatt@comcast.net

Thank You including this report in the minutes.
Debbie Achenzie
Membership

TRAINING
DIRECTOR'S
REPORT

Allentown Dog Training Club

Training Director Report November 28, 2021

Wednesday and Thursday obedience and rally classes are running as scheduled.

Wednesday obedience classes will end January 5th.

Thursday obedience classes will end December 23rd.

There is no training meeting night Wednesday, December 8th, but there is training Thursday December 9th. This enables them to finish their session a week ahead of Wednesday's classes.

I would like to conduct a Beginner Novice/Novice workshop Thursday, January 6th, 4:30 to 6:30pm on rules and regulations and showing at these levels.

Linda's rally class starts at 7pm.

STAR Puppy/Beginner Class will be in its 6th week December 2nd.

I have a wait list for the beginner class and the STAR Puppy Class.

I am in the process of sending out applications. I would like to change the price and duration of the STAR puppy class.

New STAR Puppy Class -- 7 weeks for \$160, one hour each class.

This way if we have to combine the classes again they will run the same length of time and weeks.

RING RENTAL:

Full ring rentals from the times 1:15 thru 4:15pm.

CONNIE CLEVELAND SEMINAR:

The seminar ran smoothly. Quite a few people who attended the seminar have expressed a desire to have her return. Her seminars are not like the other seminars we had where all the working people get out on the floor and work at once. Hers is a individual problem solving seminar. All the working participants fill out a questionnaire and she works from that questionnaire. Its amazing to see how her method changes with each dog. She is not a "one size fits all trainer". She also stated that she will do one dog per worker. She also spends as much time as needed working on that person's problem. Some individuals time with Connie were shorter than others. I think that was because they only listed one thing they wanted to work on. There were a few complaints, but most of the people were well satisfied.

The food worked out well. I made a few notes on what was left over and what we can reduce in quantity. Bill and Dusty Springer were so helpful. They helped purchase and Bill picked up the catered food for both days, including the drinks and ice.

Thanks to all who baked goodies. I asked for home made goodies and they were all delicious.

We had quite a few members stay and help clean up. Debbie and Chuck Achenzie and Bill Springer vacuumed the room and hall to help out Amy. She had to put the mats away in order for the room to be ready by 7pm for basketball.

Thanks to all who helped clean up.

Phyllis Broderick
Training Director