



Paws4Fun Board Meeting Approved as Amended MINUTES

November 11, 2024

10:00 am - 1:00 pm

6689 McCordick Road, North Gower, ON

Attending: Board Members

Heather Esdon, President, IDAL Coordinator, Facilities Coordinator; Carolyn Heide, Treasurer, Webmaster and Trials Secretary; Erin Moore, Training Director, Volunteer Coordinator; Sandy Gummeson, Trials Director; Ian Cranstone, Facilities Director; Rheel Nadeau, Vice President

Coordinators: Kathleen McTavish, Training Manager; Esther Vrieze, Membership Coordinator; Roxanne Harrington, Secretary

Regrets: Rose-Anne Gleiser, K9Kup Coordinator; Kristy Nguyen, Communications Coordinator; Sandra Johnson, Training Coordinator

1. Call to Order at 10:05 a.m. with a welcome to Kathleen.
2. Agenda
 - 2.1 Additions to Agenda
Heather would like to add 1 item concerning volunteer hours for two individuals.
 - 2.2 Approval of Agenda

MOTION to approve the agenda as amended. Moved by President, Second Treasurer.
In favour – 4 Absent – 2 CARRIED

3. Previous Meeting Minutes:
 - 3.1 Errors or omissions of minutes of October 24, 2024
Nothing additional mentioned.
 - 3.2 Approval of minutes of October 24, 2024

MOTION to approve the Minutes of October 24, 2024 as amended. Moved by Treasurer, Second Trials Director.
In favour – 4 Absent – 2 CARRIED

4. Review Email motions
 - 4.1 **MOTION** - That Rose-Anne Gleiser be appointed as the K9 Kup Coordinator.
In favour - 5 Against - 0 Abstain – 1 CARRIED
 - 4.2 **MOTION** - That Lynn McGlashan be appointed to the Facilities Coordinator position. All voted in favour CARRIED
 - 4.3 **MOTION**- That Andrea Cartier be appointed to the Training Coordinator position.
All voted in favour CARRIED

5. Financial Update
 - 5.1 Financial Report Approval

Paws4Fun Agility

2024 Report - 2024 Year End (31-Oct-2024)

Bottom line:

At the start of the 2024 fiscal year we had \$22,445.69 in cash & cash equivalents (cash box, PayPal and bank accounts), and at the end we had \$19,642.43
Over the 2024 fiscal year, we spent \$2,803.26 more than we earned.
At the end of the 2024 fiscal year, we had \$15,491 worth of capital assets.

Summary, Year End 2024

Statement of Financial Position

	2024 Year End	2023 Year End
Cash & Cash Equivalents	\$19,642.43	\$22,445.69
TD Checking Account	\$12,288.08	\$12,869.53
PayPal Account	\$0.00	\$1,858.04
TD Savings Account	\$7,347.12	\$7,361.02
Credit Card	(\$141.12)	\$0.00
Petty Cash	\$148.35	\$357.10
Accounts Receivable	\$0.00	
Accounts Payable	\$0.00	
Value of Capital Assets	\$15,491	

Carolyn reviewed the 'Bottom Line' and the detailed statement of operations, explaining and clarifying a few points.

Paws4Fun Agility

2024 Report - 2024 Year End (31-Oct-2024)

Detailed Statement of Operations

Sanctioned Trials	\$5,878.55
AAC	\$4,923.48
Overhead	(\$3,024.87)
May Trial	\$2,935.03
June Trial	\$1,280.24
July Trial	\$1,132.85
Sept Trial	\$3,168.51
2023	(\$568.28)
CARO	(\$694.12)
Overhead	(\$1,864.61)
Dec-2023 Trial	\$459.63
July-2024 Trial	\$710.86
IDAL	\$1,649.19
Fun Matches	\$6,023.10
K9 Kup	\$5,417.65
RAD	\$77.13
AAC Games Competition	\$398.32
Hoopers	\$30.00
2023 Christmas Tree	\$100.00
Training	\$9,458.20
Overhead	(\$700.00)
Classes	\$9,242.20
Agility Class	\$7,583.20
Hoopers Class	\$1,039.00
Hoopers Supervised Practice	\$20.00
Masters/International	\$600.00
Seminars	\$916.00
Going the Distance	\$320.00
Toy Play	\$47.00
Intro to Hoopers	\$10.00
Obedience 4 Agility	\$224.00
Threadles	\$212.00
Control Unleashed	\$63.00
Commitment	\$40.00
Membership	\$4,158.00
Membership Fees	\$2,945.00
Missed Volunteer Hours	\$1,213.00
Visitors	\$30.00
Overhead Expenses	(\$29,492.52)
Business	(\$4,728.77)
Insurance	(\$1,720.44)
Corporation Fee	(\$12.00)
Meeting Expenses	(\$359.06)
Supplies & Postage	(\$938.25)
Software & Web Site	(\$1,899.02)
Operations	(\$9,902.92)
Maintenance	(\$2,008.78)
Driveway	(\$5,604.80)
Toilets	(\$2,289.34)
Equipment	(\$7,103.90)
Land Lease	(\$6,600.00)
Bank Fees	(\$1,156.93)
Donations/Sponsorship	(\$440.00)
Income	\$1,060.00
Expense	(\$1,500.00)
Interest Income	\$166.85
Student/Competitor Credit	\$20.00
Sales	\$1,394.56
Residual: (\$2,803.26)	

Total Income & Expenses

Income:	\$46,068.30
Expenses:	(\$48,871.56)
Residual:	(\$2,803.26)

Capital Assets Purchased in 2024

Amount	Item
(\$1,442.00)	Agility Contacts
(\$1,908.25)	Jumps & Jump Inserts
(\$181.64)	Hoopers equipment
(\$165.00)	Tables
(\$250.00)	Tents
(\$3,000.00)	Tunnel bags
(\$6,946.89)	

MOTION to approve the year end 2024 financial report as presented. Moved by Treasurer, Second Facilities. All in favour - 6 Absent - 0. CARRIED.

6. Scheduled Business

6.1 By-law change proposal (Section 39) – President (Appendix 1)

Heather summarized changes made to Section 16 due to the Incident Management Committee but 'Dispute' had been missed in Section 39. Approval will be requested from membership at the upcoming AGM.

MOTION to make the changes as presented to Section 39 of the By-Laws. Moved by President, Second Training Director. All in favour. CARRIED.

6.2 Prepare for AGM - President

6.2.1 Message to go via email and to post on website for RSVP and

Proxy. Heather stated this message will go out to members on the next day or so, with an RSVP request by November 27, 2024.

Heather suggested marking Catherine's absence at the AGM with a purple shirt on an empty chair. All agreed.

6.2.2 AGM Schedule

Heather suggested the following schedule with arrival time for members being listed as 12:45

Setup 12:30-1:00

AGM 1:00-3:00

Clean up 3:00-3:30

Board meeting (post-AGM) 3:30-4:30

6.2.3 Ice breaker idea

Heather had prepared an ice-breaker and had those present try it out. All were in agreement with this excellent idea.

6.3 Review Director AGM reports

Heather asked for clarification on the purpose of AGM reports and the conclusion was that reports demonstrate transparency, inform members of the year in review and are part of the AGM. She mentioned also that reports should not be overlapping. Reports were reviewed, discussed and modifications suggested.

6.3.1 President - welcome, introductions, accomplishments

6.3.2 Vice-President

6.3.3 Facilities

6.3.4 Training

6.3.5 Trials

6.3.6 Treasurer

6.4 Review Coordinator AGM Reports

6.4.1 Trial Secretary – Carolyn-report will not be given.

6.4.2 Volunteer - Erin

6.4.3 Membership – Esther-report prepared and will be given by Rheel.

- 6.4.4 Webmaster - Carolyn
- 6.4.5 K9 Kup Coordinator - Rose-Anne – not required, review will be in Heather's report.
- 6.4.6 CARO and IDAL - Heather
- 6.4.7 RAD - Kat
- 6.4.8 Communications – no report and Kristy will be absent on the day.

Ian gave a brief outline of his 3-part report – thanks, year in review and projects working towards (broad jump, finish jump build, panel jump, canopy tops and puppy equipment).

- 6.5 Draft AGM agenda approval
Heather mentioned the agenda going out two weeks prior to the AGM with the proxy message, previous Minutes, By-Law changes and the Financial Statement. Discussion on order of the agenda and suggestion to add feedback time.

7. Unfinished Business

- 7.1 CARO - President
Heather spoke with Vania and the cards are available for use if the club needs them. Ribbon sales will continue with Sheila.
- 7.2 K9 Kup Committee Update – President
Heather said the survey had 41 responses, 24 from members and 17 from non-members. There are 22 items to look at for potential changes. Another meeting is coming up but overall, it is a popular event with positive feedback. Heather will cover the review under her report.
- 7.3 Field closed – Facilities
Field is closed and tarped.
- 7.4 Road Update - Training Director
Road repair is happening on November 15.
- 7.5 Puppy Equipment - Training Director
Erin had contacted 3 companies -Boudha Equipement, (\$2280) Run It (\$2065) and Agility World (\$2500). All 3 have basically the same pieces and sizes for puppy equipment, and tax would need to be added. Run It came in as the least expensive. Discussion resulting in Erin presenting her next steps. To reach out to the two least expensive and ask when she needs to order for April 1st delivery and what would the shipping charges be?
- 7.6 T-shirts - Training Director
Erin presented clothing options from a company in Almonte and was looking for decisions. First discussion was the hat – low profile and fabric were the decisions. Second discussion was the sweatshirt or jacket and the decisions were – no hood, full zip fleece. Erin will proceed to get a few more quotes. Ian mentioned a digitized logo on file where anyone can place an order at any time and Erin will also look into this option.

8. New business

8.1 Volunteer Hours – President

Heather mentioned that two individuals had emailed stating they were unable to complete their volunteer hours. Discussion.

MOTION to wave the volunteer hour requirement for Sheila Davidson for the year 2024.

Moved by Treasurer, Second Vice-President. All in Favour. CARRIED.

MOTION to wave the volunteer hour requirement for Maya Seguin Abels for the year 2024.

Moved by Treasurer, Second President.

In favour – 0 Against – 5 Abstain - 1 DEFEATED.

9. Adjournment 12:51 pm.

APPENDICES

APPENDIX 1 – By-Law Modifications

APPENDIX 1

By-Law Modifications

Paws4Fun By-Laws - Modification #1

Rationale

The club has an Incident Management Policy. With that in place, part of Section 16 of the by-laws is no longer required and can be removed.

Proposed Modifications

Section 16 Discipline of Members

The board shall have authority to suspend or expel any member from the Corporation for any one or more of the following grounds:

- a. violating any provision of the articles, by-laws, or written policies of the Corporation;
- b. carrying out any conduct which may be detrimental to the Corporation as determined by the board for its sole discretion;
- c. for any other reason that the board in its sole and absolute discretion considers to be reasonable, having regard to the purpose of the Corporation.

~~In the event that the board determines that a member should be expelled or suspended from membership in the Corporation, the president, or such other officer as may be designated by the board, shall provide twenty (20) days' notice of suspension or expulsion to the member and shall provide reasons for the proposed suspension or expulsion. The member may make written submissions to the president, or such other officer as may be designated by the board, in response to the notice received within such twenty (20) day period. In the event that no written submissions are received by the president, the president, or such other officer as may be designated by the board, may proceed to notify the member that the member is suspended or expelled from membership in the Corporation. If written submissions are received in accordance with this section, the board will consider such submissions in arriving at a final decision and shall notify the member concerning such final decision within a further twenty (20) days from the date of receipt of the submissions.~~

The board's final decision shall be ~~final and~~ binding on the member, without any further right of appeal.

Paws4Fun By-Laws - Modification #2

Rationale

The club has an Incident Management Policy. With that in place, part of Section 39 of the by-laws is no longer required and can be removed.

Proposed Modifications

Section 39 Dispute Resolution Mechanism

In the event that a dispute or controversy among members, directors, officers, committee members or volunteers of the Corporation arising out of or related to the articles or by-laws, or out of any aspect of the operations of the Corporation is not resolved in private meetings between the parties then without prejudice to or in any other way derogating from the rights of the members, directors, officers, committee members, employees or volunteers of the Corporation as set out in the articles, by-laws or the Act, and as an alternative to such person instituting a law suit or legal action, an Incident Report shall be filed and resolved in accordance with the Corporation's policy. ~~such dispute or controversy shall be settled by a process of dispute resolution as follows:~~

- ~~• The dispute or controversy shall first be submitted to a panel of mediators whereby the one party appoints one mediator, the other party (or if applicable the board of the Corporation) appoints one mediator, and the two mediators so appointed jointly appoint a third mediator. The three mediators will then meet with the parties in question in an attempt to mediate a resolution between the parties.~~
- ~~• The number of mediators may be reduced from three to one or two upon agreement of the parties.~~
- ~~• If the parties are not successful in resolving the dispute through mediation, then the parties agree that the dispute shall be settled by arbitration before a single arbitrator who shall not be any one of the mediators referred to above, in accordance with the provincial or territorial legislation governing domestic arbitrations in force in the province or territory where the registered office of the Corporation is situated or as otherwise agreed upon by the parties to the dispute. The parties agree that all proceedings relating to arbitration shall be kept confidential and there shall be no disclosure of any kind. The decision of the arbitrator shall be final and binding and shall not be subject to appeal on a question of fact, law or mixed fact and law.~~

~~All costs of the mediators appointed in accordance with this section shall be borne equally by the parties to the dispute or the controversy. All costs of the arbitrators appointed in accordance with this section shall be borne by such parties as may be determined by the arbitrators.~~