



Paws4Fun Board Meeting APPROVED Minutes

September 30, 2025

5:30-8:30 pm

O'Farrell Financial

292 County Road 44, Kemptville, ON

Attending Board Members - Heather Esdon, President, PAL Coordinator; Carolyn Heide, Treasurer, Webmaster and Trials Secretary; Erin Moore, Trials Director, Volunteer Coordinator; Ian Cranstone, Facilities Director; Sandra Johnson, Vice President; Roxanne Harrington, Secretary

Coordinators - Kathleen McTavish, Training Manager

Regrets - Andrea Cartier, Training Coordinator; Esther Vrieze, Membership Coordinator; Kristy Nguyen, Communications Coordinator;

1. Call to Order at 5:30 pm
2. Agenda
 - 2.1 Additions to Agenda
None mentioned
 - 2.2 Approval of Agenda

MOTION to approve the Agenda.

Moved by: President

Seconded by: Facilities Director

Vote: Unanimous consent Absent - 1 CARRIED

3. Action Log Review - Vice President
Delayed until the arrival of Sandra.

4. Previous Meeting Minutes:
 - 4.1 Errors or omissions of minutes of August 8, 2025.
 - 4.2 Approval of minutes of August 8, 2025.

MOTION to approve the Minutes of August 8, 2025, as amended.

Moved by: Treasurer

Seconded by: Trials Director

Vote: Unanimous consent Absent - 1 CARRIED

4.3 Approval of In Camera minutes of August 8, 2025

MOTION to approve the In Camera minutes of August 8, 2025.

Moved by: President

Seconded by: Facilities Director

Vote: Unanimous consent Absent - 1 CARRIED

4.4 Errors or omissions of minutes of August 23, 2025

4.5 Approval of minutes of August 23, 2025

MOTION to approve the Minutes of August 23, 2025.

Moved by: President

Seconded by: Facilities Director

Vote: Unanimous consent Absent - 1 CARRIED

5. Email Motions

6. Financial Report (HST update)

Carolyn summarized the report by stating that having the accessible funds at the current amount has the club in a pretty good place for this time of year.

Carolyn stated that we finished a quarter today with the HST and we are in a good spot.

Paws4Fun Agility

Position Statement Sept-30-2025

Account	Balance	Target Min Balance
Chequing	\$10,918.05	\$1,000.00
PayPal	\$0.00	\$0.00
Cash Box	\$669.50	\$100.00
Outstanding Income**	\$0.00	\$0.00
Outstanding Debt***	\$0.00	\$0.00
Savings	\$7,482.56	\$7,200.00

*** Accessible funds: \$10,770.11**

* Funds available while maintaining the Target Min Balances

** Monies received not deposited yet

*** Outgoing cheques outstanding

Paws4Fun HST Tracking, last update Sept-30-2025

HST Income							HST Income for Calendar Year		
Calendar Quarter	Income	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025	2023	2024	2025
Q1 2023	\$6,280.95								
Q2 2023	\$25,084.58								
Q3 2023	\$10,096.11								
Q4 2023	\$2,889.50						\$44,351.14		
Q1 2024	\$2,719.00								
Q2 2024	\$25,738.00								
Q3 2024	\$13,580.00								
Q4 2024	\$1,133.00	\$43,170.00						\$43,170.00	
Q1 2025	\$2,693.50		\$43,144.50						
Q2 2025	\$25,721.00			\$43,127.50					
Q3 2025	\$9,566.50				\$39,114.00				
Q4 2025									

7. Director and Coordinator Reports

7.1 President

Heather stated that the Membership handover has taken place and Logan will begin tomorrow. Heather asked to review membership items (rates, dates, volunteer rewards and penalties) and there will be no changes.

Heather next mentioned elections and said October 1st a notice will be sent to members of nominations opening on October 5. The website is ready to go and she will send the reminder to Kristy tomorrow. She reviewed two other dates; October 25 will be an invitation to members for the AGM and November 15 the agenda and documents will be sent.

7.1.1 Vendor Stolen Money (Sept K9 Kup)

Discussion concerning this occurrence and result is that no action will be taken.

3. Action Log Review - Vice President

Sandra reviewed the items on the Action Log. Some will remain ongoing and others have been closed (panel jump, tires on trailer, Farley Book, tire in Ring 3, trial refunds). Discussion around the pebble problem on the green A-frame, with the decision to let Steve try his fix and see how it works. Discussion concerning the handheld console for timers with Ian stating he will reach out to Mike for repair or replacement (est. \$500 US). Discussion concerning orange tunnel bags which will be offered for free and if they do not go by the end of October, they will go to the dump.

Heather continued the President report by explaining the Nominations Committee and asking Sandra to chair this committee and gave a brief explanation of operation. She also asked Sandra to do the 'ice-breaker' at the AGM. Sandra agreed to both.

7.2 Vice President – no report

7.3 Facilities

Ian began by stating he will continue to work on jumps and jump repairs this month. He stated that November 1st is the move date and the fields will be closed. Erin will do a call out for volunteers for the move.

Ian mentioned the AAC change of rules for tires and suggested we start looking at a second tire. He also mentioned 2 – 15-foot tunnels and 1 – 20-foot tunnel need to be replaced. Erin added on that one of the tents also needs to be replaced.

7.4 Trials Director

Erin reported what has been happening starting with RAD (retired agility dogs) held on September 20th. Kat Cranstone and Rose-Anne Gleiser put a lot of time and care into the planning of this special event. This year marks the 10th anniversary of RAD which was attended by 12 dogs.

The last 2 K9Kup events of this season were held on August 31 and September 21. Both events were very successful, the competitors had a great time and our members stepped up as volunteers to support these events.

At the August K9Kup event we held the agility yard sale. Kat ran this portion of the event which brought in some revenue for the club.

At the end of the last event, Sharon Cameron presented the award to the junior handler Marshall and his dog Karma. The club presented ribbons to the winning teams for each class and for overall placement. These ribbons were a big hit.

Over the fall, Erin said she would like to take on a gentle review of K9Kup rules and procedures. There are a few items she is hoping to update which include: no poop bins on-site, no staking out tents on Saturday, if an individual does not pay by the deadline, then that individual is removed from the event not the whole team. Erin will be sharing her suggested edits with the board in the next couple of weeks for their review and further discussion.

*Action item added to action log – Erin to review K9Kup rules and procedures.

Since the last board meeting, we held 3 sanctioned AAC trials: August 23 was a biathlon trial with 4 classes. We had 17 dogs participate in this event. Our regular two-day trial was held on September 13 and 14 and a special 1 class starter jumpers was held after K9Kup on September 21st. There were 28 dogs participating in the starter jumpers event.

Volunteer Coordinator

Erin stated that all of the events this season were supported by Paws4Fun members. In very few cases were competitors asked to help out at the last minute. This is a big draw for competitors who know they can just come to Paws4Fun to play. Erin did need to do a lot of begging for extra help for the last 3 events of the season. This is the usual volunteer fatigue that we experience every season.

Erin stated her one concern; she is noticing a pattern of people signing up for entire days' worth of volunteer shifts well in advance of event and then they back out a week or 2 weeks prior to the event. This causes additional and unnecessary stress as multiple shifts need to be filled at the last minute.

Erin asked the Board to ponder an idea concerning the volunteer opportunities. Result is that Erin is the Volunteer Coordinator and if she wants to try something new, she should go

for it. Erin finished with saying RAD and K9Kup in one weekend was too busy. She suggested dates and it was decided to be October 3, 2026 with a rain date of October 4.

7.5 Training

Kathleen stated that all the classes are wrapped up now and the workshops are as well. She said that she sent a survey to all students and will share the results when they all seem to be in. The results have been positive so far and no issues were relayed to Kathleen. She offered an end of season meeting with instructors and it was not wanted. Kathleen mentioned doing a call out for instructors for next year.

8. Unfinished Business

8.1 Next Year Wish List - Vice President

Sandra circulated the wish list with suggested prices for most of the items. Discussion on some of the items on the wish list and ranking them as to need and number. Survey to members was mentioned and then decided to mention in President's report (what has been done) and/or Facilities report (plan going forward).

8.2 Elections – President, see 7.1

8.3 Documenting Ongoing Committees - Vice President Not completed yet – remains on Action Item Log.

9. New Business

9.1 Electronic Timers – President, see Action Log 3.

9.2 Waivers for non-members – President

Heather mentioned the concern for non-members assisting at the fields and the Club potentially needing waivers for visitors. Discussion concerning minors and implementation. Continue to give thought but on hold for now.

9.3 Document Review – Webmaster

Carolyn spoke of tweaks to the ToR and changes to By-laws, review schedule (annually?), and membership approval.

*Action item added to action log – Heather and Carolyn will review ToR and By-Laws.

9.4 Event Proposal - Agility (Appendix 1) – Trials Secretary

Carolyn submitted this proposal with the aim of reaching out to non-club members. She mentioned perhaps reaching out to people (Ian) and that the schedule was not totally decided as of yet. Everyone agreed this was a good idea and she should go ahead and do it.

10. Next meeting (week of November 17?)

Friday November 7 as preparation for the AGM. Roxanne to book room.

11. Adjournment at 7:41 pm.

Appendices:

Appendix 1 – Event Proposal – Agility Tidbits

Event Proposal – Agility Tidbits

Submitted by: Paws4Fun Trials Secretary, Carolyn Heide.

Date submitted: 24-Sept-2025

Description:

- I would make posts on the Paws4Fun public FB group called “Agility Tidbits”, at a regular interval such as once a month, or every two weeks.
- There are so many topics, but here’s some examples that came to my mind in less than five minutes:
 1. What does AO mean, who can use it and what do they get
 2. How do dog measurements & the height cards work
 3. What do the categories (Reg, Spec, Vet, DD Vet) mean, and how/when can you move between them, and what happens when you do
 4. How to read a results sheet
 5. What are the obstacle symbols on a course map (doubles, wall, panel jump, and other jump types especially)
 6. How to fill out a scribe sheet
 7. How to use a catchment area at the exit of an agility ring
 8. What does it mean when they tell you that the gamble horn has been set to mini-vet time for everybody
 9. Why should I hurry to cross the finish line when my Snooker run ends where I didn’t expect it to

Rationale:

- Help people to understand things so I stop getting the same questions over and over.
- Enhance Paws4Fun reputation as a fun and learning place.
- Draw people to the Paws4Fun FB group looking for the regular posts. FB seems to be unreliable about notifying people of posts in groups they follow. If people know these fun posts are coming on some regular interval, maybe they will come looking for them, and see other stuff while they are there.
- Keep Paws4Fun in people’s minds over the winter season.

Date & Venue: monthly or bi-weekly; venue = Paws4Fun public FB group

Budget: zero cost

Volunteer Needs: just me, maybe a guest from time to time

Equipment Needs: no club equipment needed