

READY 2 RUN
OFFICERS MEETING
5/25/04

Officers Present: Karin Bell, Greg Battaglia, Jane Diamond, Katrina Anderson, Cherie Singer
Members Present: Lin Battaglia

The main objective of this meeting is to create a standardized format for trial, including budgets, responsibilities of the trial committees and classes offered. Standardizing will make it easier and clearer for whoever is in charge. Other miscellaneous topics were discussed.

Questions for discussion:

1. What are each of the job descriptions for trial positions?

We need to empower the people that are put in the positions to be able to do their jobs. Greg proposed putting a handbook together defining the job positions of a trial committee. He will have a rough draft of this for our next meeting. This committee should include the trial chairperson, secretary, raffle volunteer, some key experienced trial people, and officers. This committee will get together and make some key decisions and create the working budget, what time lines and dead lines are needed.

2. How can we make the trial committee more visible?

A suggestion was made that at the general briefing, the president should introduce the trial secretary and chairperson. That way judges and competitors know who to talk to in case of a problem.

3. Insurance

All our certificate of liability for the insurance was mailed to the PO Box and Cherie picked it up. Apparently, our insurance is going up but we don't know how much yet. Greg suggested that we may want to get a estimate of American Family Insurance.

4. Miscellaneous Topics

- We got a nice letter from Morris Animal Foundation thanks us for our donation to PMC.
- We received our Facilities use permit from Fuji Park for the June trial.
- Cherie is going to create a budget for mailing newsletter.
- At our next meeting Fri July 30th we want to form a committee to organize the club picnic Sept 18-19. Karin is going to look into Stampede and Prosser reservoirs and Katrina will look into Frenchmans.
- We will need to get some of our personnel for next years trials. Jane may secretary our games trial with Lynn Saunders chairperson. Debbie Lean may Secretary one of the others. We hope to fill out all committees for all 3 of our trials and hand out packets to all committee members.
- After the last trial, we need a club first aid kit, stop watches, whistles, plastic bin for stop watches. Jane volunteered to pick these things up for us.