

# CKCOJ News

OFFICIAL PUBLICATION OF THE CAPITAL KENNEL CLUB OF JUNEAU, ALASKA



January 2009

## Upcoming Events

as listed on the CKCoJ Website

## January

### Wednesdays

#### **Obedience Practice Session - Riverbend School**

**TIME:** Wed. night practices, 6 - 8 pm

**DATES:** Wednesdays till Feb. 4, 2009

**LOCATION:** Riverbend Commons

**COST:** TBA

For more information contact [Jill Grose](#)

### 3 Saturday

#### **Obedience Practice Session - Mt Jumbo Gym**

**TIME:** Saturday mornings, 10 am

**DATES:** Saturday; January 3 through February 7, 2009

**LOCATION:** Mt Jumbo Gym Douglas

**COST:** \$60 Novice or Open Practice, \$75 Utility

Practice (Utility practice will be scheduled if there is enough interest to support the gym rental See website for registration form. Drop-ins Welcome For more information contact [Susan Hoffman](#)

### 15 Thursday

**Board Meeting Time:** 6:30 pm **Location:** Downtown Library Conference Room

## February

### 19 Thursday

**Board Meeting Time:** 6:30 pm **Location:** TBA

## March

### 28 Saturday 29 Sunday

**UKC Obedience Trials** (2 trials Saturday, 1 trial Sunday)

**Judge:** Tami Worley (Oregon) **Location:** TBA More information will be published as it becomes available. For more information, contact Camille Stephens

Details and registration on the CKCOJ web site <http://www.CKCOJ.org>

## MINUTES

*CKCOJ MONTHLY MEETING -- December 18, 2008*

- I. Call to Order – 6:34 pm. Board Members present: Jill Grose, George Utermohle, Sue McGowan, Camille Stephens. Other members present: Barbara Bartoo, Patti Kalbaugh
- II. Consent Agenda
  - A. Approval of the Agenda – added items: UKC Rally (V.C.); remove item III.B. because Marty was unavailable
  - B. Approval of the Previous Minutes – The November 20, 2008 meeting minutes were approved
  - C. Acceptance of the Treasurer’s Report – accepted.
  - D. Approval of New Members – Barbara Bartoo (renewal); Martha Fischbach (new); all approved
- III. Discussion Items
  - A. Christmas Party Planning – The party will be held at Jill Grose’s house and will follow the usual format – potluck and gift exchange.
- IV. Action Items
  - A. Revisions to Club Policy 19 – Sue McGowan presented the DRAFT revisions to Policy 19 and will revise based on discussion at the meeting. The goal is to publish in the January newsletter and act on the updated policy at the January meeting.
  - B. Contract for Obedience Judge – The draft contract was discussed. The consensus was that it should be written for the terms we’ve agreed to with Tami Worley, the judge for the March 2009 trials. It was also agreed to continue working on it as a template document for future use.
  - C. UKC Rally – Patti briefed the Board on the new UKC Rally program which starts 1/1/2009. Patti has been approved as a judge. No rules are available as of the meeting date, but should be soon. The UKC program supposedly closely follows Bud Cramer’s original Rally program, the same one that APDT is based on. Clubs must be approved to host Rally trials and it looks like we should be able to meet the requirements for being grandfathered in. We need to submit a request to be approved (licensed) to hold trials. Jill volunteered to email UKC to inquire about getting approved and begin the process.

Minutes continued.....

V. Routine Updates

A. Event Planning

1. Pet Photos with Santa Report – Despite lower turnout, we made more money than last year, approximately \$770 after expenses. Using DotPhoto made it much easier and likely helped increase sales.
2. Obedience
  - (a) March 2009 Obedience Trial – Estimated expenses \$1,187. Anticipate as many as 11 entries.
  - (b) Future Trials – The Board conceptually agreed that we should try to have a trial (obedience and possibly UKC rally) sometime this summer to take advantage of low cost facilities. More to come at future meetings.
3. Agility – Gina Vose has volunteered to serve as trial chair for a NADAC trial this summer.
4. Classes/Practices – George passed along an email report from Marty. She plans to lengthen the puppy class to 8 weeks and increase the cost to \$105. She also noted that there would be an additional \$15 charge for puppy owners who want to participate in the AKC STAR program. She indicated that this will also be the fee for future CGC evaluations.

B. Committee Reports/Updates

1. Building Committee –no update

C. Correspondence – nothing of significance

VI. Next Meeting – January 15, Valley Library, 6:30pm

VII. Adjournment – 8:30pm

**DRAFT AGENDA**  
**CKCOJ MONTHLY MEETING**  
**January 15, 2008**  
**Downtown Library**

- VIII. Call to Order
- IX. Consent Agenda
  - A. Approval of the Agenda
  - B. Approval of the Previous Minutes – November 20 meeting
  - C. Acceptance of the Treasurer’s Report
  - D. Approval of New Members
- X. Discussion Items
  - A. Brother hood Bridge Maintenance Update (Marty Messick)
- XI. Action Items
  - A. DRAFT Revisions to Club Policy 19 (Sue McGowan) - Funding for instructor, co-instructor, and assistant training. DRAFT revisions to change when funding is given. The draft policy was published in the January newsletter.
- XII. Routine Updates
  - A. Event Planning
    - 1. Obedience
      - (a) March 2009 Obedience Trial – update (Patti Kalbaugh)
      - (b) Future Trials (Camille Stephens)
    - 2. UKC Rally – update on gaining approval to host trials (Jill Grose)
    - 3. Agility
    - 4. Classes/Practices – updates on current classes/practices and plans for future classes/practices
  - B. Committee Reports/Updates
    - 1. Building Committee
  - C. Correspondence
- XIII. Next Meeting – February 19, Valley Library, 6:30pm
- XIV. Adjournment

## Newsletter Contributions Welcome!

Please e-mail items you'd like published to

Donna at [halibut03@yahoo.com](mailto:halibut03@yahoo.com)



### More Club e-mail lists and information

#### Ckcoj-news

*Receive newsletter as an email attachment*

Subscribe:

[ckcoj-news-subscribe@yahoogroups.com](mailto:ckcoj-news-subscribe@yahoogroups.com)

Unsubscribe:

[ckcoj-news-unsubscribe@yahoogroups.com](mailto:ckcoj-news-unsubscribe@yahoogroups.com)

List owner

[ckcoj-news-owner@yahoogroups.com](mailto:ckcoj-news-owner@yahoogroups.com)

#### Ckcoj-agility-

*Agility announcements*

Subscribe:

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[ckcoj-agility-unsubscribe@yahoogroups.com](mailto:ckcoj-agility-unsubscribe@yahoogroups.com)

List owner:

[ckcoj-agility-owner@yahoogroups.com](mailto:ckcoj-agility-owner@yahoogroups.com)

### Club Contact Information

Mailing Address:

Capital Kennel Club of Juneau

PO Box 32513

Juneau, AK 99803

E-Mail Address: [info@ckcoj.org](mailto:info@ckcoj.org)

Website: <http://www.ckcoj.org>

Club e-mail lists

Ckcoj-announce- General announcements, no discussion.

Post message: [ckcoj-announce@yahoogroups.com](mailto:ckcoj-announce@yahoogroups.com)

Subscribe: [ckcoj-announce-subscribe@yahoogroups.com](mailto:ckcoj-announce-subscribe@yahoogroups.com)

Unsubscribe: [ckcoj-announce-unsubscribe@yahoogroups.com](mailto:ckcoj-announce-unsubscribe@yahoogroups.com)

List owner: [ckcoj-announce-owner@yahoogroups.com](mailto:ckcoj-announce-owner@yahoogroups.com)

### Current CKCoJ Board:

President - Jill Grose

Vice President – Pam Nelson

Treasurer - George Utermohle

Secretary - Edie Barnes

Member at Large – Sue McGowan

### Other Volunteers:

Facilities Coordinator - Jill Grose

Agility Liason - Jill Grose

Conformation Liason - Susan Hoffman

Mt. Jumbo Class Coordinator - Susan

Hoffman

Newsletter Editor - Donna Leigh

Premier Sales - Jill Grose

Club Historian – Patti Kalbaugh

Club Librarian - George Utermohle

Club Webmaster -

Doggie Dollars Coordinator - Cheryl Jebe

## Policy 019 for review

**Policy 019. Funding for instructor, co-instructor, and assistant training:** In order to encourage and facilitate continuing education for regular CKCOJ instructors, co-instructors, and assistants, the club will provide limited funding strictly for seminars and classes oriented towards instructors and improving their abilities.

1. Applications will be approved on a first-come, first serve basis.
2. Applications ~~are to~~ **may** be submitted ~~as soon as possible~~ prior to the event, ~~or~~ Applications for funding can be submitted up to 90 days after ~~a~~ **the** seminar has taken place. Once the application is approved, the club will reimburse the individual after the applicant has ~~scheduled~~ **taught** the required class and **provided a synopsis (of the attended seminar?).**
3. A maximum of \$250 per seminar registration will be awarded. ~~and will be paid to the recipient once the teaching requirement has been met.~~
4. The education committee, working with the club's treasurer will determine the amount to be spent each fiscal year based upon a percentage of the club's income from classes.
5. Applications will not be approved if CKCOJ's bank account balance will fall below \$7,500 as a result of funding a training request.
6. Adoption of this policy in no way guarantees or obligates funding of training requests, and the final approval of any training funding rests with the CKCOJ Board.
7. Applications will be scored out of a maximum of 100 points.
8. Only those applications earning 85 points or more will be approved.
9. Applications are to be submitted (electronically or paper) directly to the club president and/or education committee for distribution to board members at least ten (10) days before the next board meeting.
10. The application will be reviewed and recommendations by the education committee will be passed on to the board. The club's education committee and/or the club's President will contact the applicant following the meeting with the board's decision.

Club members who are ~~awarded~~ **provisionally approved for** CKCOJ funding using this program must ~~commit to~~ **teach** ing a class ~~and present a synopsis~~ in the same genre as the seminar ~~to the club~~ within six ~~(6)~~ **twelve (12)** months. ~~of the funded seminar and present a synopsis within 60 days post seminar to the club. The synopsis will be open to all members and scheduled as a separate event. The applicant is responsible for setting the date, time & location as well as providing meeting information to the club's newsletter editor and webmaster for publication.~~

### **Definitions**

**Instructor:** Organizes the class by contacting the Facilities Coordinator to obtain a facility to hold the class, contacts the publicity person to place the appropriate advertisements, and contacts the Webmaster to list the class on CKCOJ's web site. Acts as the contact for participants to call and/or email for class information. Develops the class curriculum, sets the class rules, and teaches the class. Collects the registration forms and money, and turns the money over to the Treasurer.

**Co-Instructor:** It takes two or more instructors to co-instruct, each sharing equally in the duties listed above under "instructor," with particular emphasis on the actual teaching of the class and the development and presentation of the curriculum.

**Assistant:** Works under the direction of the class instructor or co-instructors.

# Policy 019 for review continued....

## Criteria for funding:

1. **25 Points - Member in good standing.**  
A member in good standing will be current with their membership dues and follow the club's code of ethics. A member in good standing will have a history of taking good care of club equipment, have all equipment returned on time, and have a history of keeping rented facilities clean. A member in good standing will have lived up to all previous agreements made with the club. Any failure of the above requirements will be given a 25-point deduction.
2. **40 Points - Previous instruction.**  
35 points will be awarded if the applicant has been the main instructor or co-instructor for at least one six-week class in the same genre as the seminar within the previous twelve (12) months.  
  
35 points will be awarded if the applicant has been an assistant for at least three (3) classes during the previous twelve (12) months, has a letter of recommendation from one or more instructors or co-instructors that s/he has worked for, and the classes that the assistant has worked in are the same genre as the seminar.
3. **30 Points - Summary of what the applicant anticipates learning and what will be brought back to the club.**
  - a. 10 points - What is your interest in taking this course?
  - b. 10 points - How do you anticipate applying what you learned to your teaching?
  - c. 10 points - How do you see this seminar benefiting the club?
4. **5 Points - Copy of course description or flyer.**  
Applicant will be awarded 5 points for including promotional material and class description with their application.

In addition, the CKCoJ Board may approve a discount rate for class instructors, co-instructors and instructor's assistants for club hosted seminars and workshops that the club decides will be beneficial in their implementation, performance or general knowledge, to aid and/or employ in future club classes.

The discount rate will be subject to case-by-case review at the time the seminar proposal is introduced to the CKCoJ Board for approval. The CKCoJ Board will determine the amount of the discount given, at the time the event is approved.

To qualify for the discounted rate, class instructors, co-instructors and instructor's assistants will have to be a member in good standing and have been involved in teaching or assisting a class in the 12 months preceding the dates of the seminar.

[\(\(\(See Attachment #2 "Application for Funding for Instructor Training Seminars/Classes".\)\)\)](#)

**Attachment # 2 Policy 019. Application for Funding for Instructor Training Seminars/Classes  
Capital Kennel Club of Juneau  
Application for Funding for Instructor Training Seminars/Classes**

Club Member Name: \_\_\_\_\_

Seminar/Instructor: \_\_\_\_\_

Date(s) of Seminar: \_\_\_\_\_

Applications are scored out of a maximum of 100 points. Only those applications receiving 85 points or more will be approved. See the CKCOJ policies for scoring criteria.

	Points Available	Points Awarded
<b>Member in good standing:</b>	<b>25</b>	
<u>Classes: <i>List classes &amp; dates taught within the previous 12 months</i></u>	<b>40</b>	
_____		
_____		
<b>Summary of what will be brought back: (Include extra pages if needed)</b>		
<i>What is your interest in taking this course?</i> _____	<b>10</b>	
_____		
_____		
<i>How do you anticipate applying what you learn to your teaching?</i> _____	<b>10</b>	
_____		
_____		
<i>How do you see this seminar benefiting the club?</i> _____	<b>10</b>	
_____		
_____		
<u>Copy of course description or flyer: <i>Include a copy of course description</i></u>	<b>5</b>	
_____		
_____		

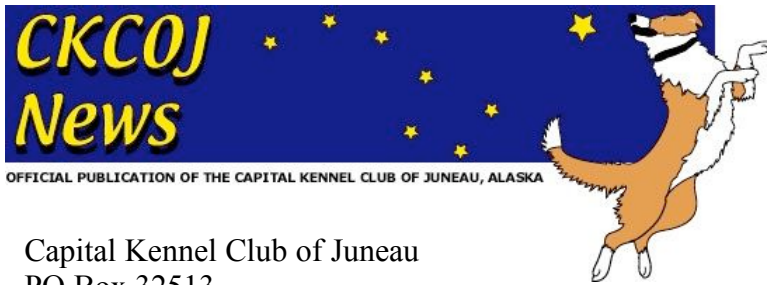
Total  
number  
of points

All club members (provisionally approved for?) awarded funding are expected required to teach a class for CKCOJ in the same subject as the application within twelve (12) months of the funded instructor-training seminar. Failure to follow through on this will affect future eligibility for funding. ~~If the teaching requirement is not met, the member must reimburse the club the full amount of the funding award.~~

Club Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Application can be submitted electronically, but a signed paper copy must be provided when the CKCOJ Board reviews the application in Executive Session.

Visit our Web site at <http://www.ckcoj.org/>



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Juneau, AK 99803