Canadian Association of Rally Obedience

Board Meeting Minutes for the Month of August 2025

In Attendance:

Chair - Patricia Hunt
Treasurer - Verlaine Murphy
Secretary - Maria Adams
Exec at Large - Jess Cohen
Western Director - Julia Schwark
Prairies Director - Kim Masiak
Ontario Director - Lilian Cook
Eastern Director - Alexandra McGowan
Pending Eastern Director (Observing) - Saundra Clow

Visiting Presenter:

Data Entry – Barb Burgess (left meeting after presentation)

Key Dates:

August 2 – Board meeting via Zoom
August 10-24 – Summer C Stream Virtual Trial
August 12 – Course Design Clinic
August 19 – Working Judge Clinic
August 26 – Rally Judge Clinic

Discussion Points:

- The Data Entry team presented the process of trial records data entry, explaining why it is beneficial for hosts to get records in as quickly as possible after trials.
- Treasure provided a detailed summary of the financials.
- Requested a board representative for the Judges' Program
    - Chair volunteered to be the board representative.
    - All 4 current members of the program will continue in their current roles.
- Course approvers
    - To continue as before, even after board member changeover.
    - Standard template for dealing with difficult submissions.
    - Vice Chair to create a survey to ask judges about their experiences judging, particularly with the course approval process, with the goal of creating a smoother process and better communication between judges and approvers.
- Requests for updating the course design template
    - Judge & course approvers should fill out the Jot form or email the BOD Secretary email.

    - When there's enough changes or safety concerns, a new version of the template will be distributed and posted to the website.
- Round the Clock clarification
    - Only 1-2 cone numbers are required to face the camera for virtual trials. Enough so the judge can see the correct cones are circled.
    - The handbook will be amended so the wording is clearer.
- Broad jump equipment requirements discussed
    - No change being made to broad jump equipment requirements at this time.
- Motion vs Clarification in regards to handbook wording
    - A Motion is a vote to change a rule or procedure. It can be passed via email, after a minimum 7-day response period.
    - A Clarification is an explanation of an existing rule or procedure and does not require a vote. It can be agreed upon via email.
    - After the Motion has passed or Clarification is agreed upon, the appropriate action may be taken and the applicable person or group may be updated on the new rule or clarification.
- Yukon Trial Update – The Yukon trial was a success. It was great to have two judges submit course maps and one judge travel to officiate in person. Several participants earned titles, and some are now eligible to join the judges' program.

Motions:

The following motions were voted on and passed during the month of August 2025.

2025 058 That the June minutes be approved

2025 059 That the July minutes be approved

2025 060 Data Entry to send all the mail, including ribbons and title certificates, despite the Canada Post dispute not settled, provided they are not on Strike.

2025 061 To thank Barb Burgess and Verlaine Murphy for their years of service to CARO, with lifetime CARO membership.

2025 062 Given the lack of nominations for the position of Treasurer, the Board appoints Debby DaCosta to the Treasurer position for the 2-year term starting Oct 1, 2025.

2025 063 Verlaine Murphy be appointed in the role of Bookkeeper, to assist the Treasurer, as of Oct 1, 2025.

2025 064 With respect to the Canadian Association of Rally Obedience account #01669 0225118 at Scotiabank. THAT the following people be removed as signing authority on the account immediately: Barb Burgess – former Vice Chair; Jeanne Shaw – former

Secretary; AND THAT the following people be immediately added as signing authority on the account: Katharina Zinggl – Vice Chair; Maria Adams – Secretary; Jessica Cohan – Executive Member at large ; AND THAT the following person remains as having signing authority on the above indicated account: Patricia Hunt – Chairperson; On October 1, 2025 the following change should be made: Verlaine Murphy – Treasurer, removed; Debby DaCosta – Treasurer, added Patricia Hunt is to be issued a Delegate card immediately. Debby DaCosta is to be issued both a Delegate card and a Signatory card as of October 1st.

2025 065 That Andrea Giffen be accepted as a Versatility/Versatility Excellent judge.