Canadian Association of Rally Obedience

Board Meeting Minutes for the Month of December 2025

In Attendance:

Chair - Patricia Hunt
Vice Chair - Kate Zinggl
Secretary - Maria Adams
Treasurer – Debby DaCosta Debby

Western Director – Julia Schwark

Ontario Director - Lilian Cook
Quebec and Atlantic Provinces - Saundra Clow
Exec at Large – Jessica Cohen

Absent:

Prairies Director – Vacant

Key Dates:

December 6 – Board meeting via Zoom
December 14 – Rally Clinic
December 14 – Working Clinic

Discussion Points:

- Trial Official Handbook and Handbook Amendment document – Board members reviewed via email – Board to review final draft next meeting and post final document early in January.
- Updated Code of Conduct – Board members reviewed via email – to be posted to the website and included in next handbook release.
- Onboarding documentation - in progress
- Course Approval Guidelines
    - Expectations for response times and communication etiquette for both approvers and judges
    - Process for escalating issues and consequences.
        - Issues should be communicated to the board and dealt with on a case-by-case basis.
    - Criteria to be a course approver – Document creation in progress.
    - Exam to remain the first step.
    - Board to review the format of the exam and questions for clarity and accessibility in future meetings.
- Vice Chair presented results of the Fall Virtual Trial judge survey

Motions:

2025 086 That the November minutes be approved.

2025 087 That Liana Klohn be accepted as a NAE judge.

2025 088 That Chelsea McCormack be accepted as a Versatility/Versatility Excellent judge.

2025 089 Amendment document to the 2025 Rally Handbook be sent to all members, posted to the website, and posted on social media.

2025 090 That Julia Schwark be appointed a course approver as of January 1, 2026

2025 091 A judge candidate who is traveling a long distance for shadow judging be granted a sponsorship of 50% of her travel expenses (including gas, ferry costs, and hotel), up to $300, towards shadow judging travel expenses.