

RTCA BOARD MEETING
Call the Meeting to order January 7, 2021.
6:37 PM MST

In attendance:

President: Cory Hart, CH
 Vice President: Tracey Kallas, TK
 Treasurer: Linda Lee, LL
 Secretary: Jeri Berg, JB
 Director: Carmeta French, CF Left meeting at: 7:07 PM MST
 Director: Christina Martinez, CM
 Director: Patty Smith, PS Left meeting at: 8:45 PM MST

Treasurer's report –

Ways & Means PayPal	\$ 19.12
Ways & Means Checking	\$ 727.45
Checking:	\$ 613.17
Savings:	\$ 5259.91
Total:	\$ 6619.65

Expenditures: from Checking:

\$85.72 for 2 reams of paper and Ink Cartridge
 \$ 57.89 Zoom Account
 \$164.99 Final Payment to Artist for graphics

Deposits:

Membership Dues: \$ 413.34
 Breeder Ad \$ 25.00

Check #512 \$100 has not been cashed.

CM: Why is there no download of Treasurer's report to see?

CH: How would it be formatted?

CM: Can provide a file to set up Treasurer's report.

CM & LL will work together to format Treasurer's report.

Secretary's Report –

Motion 2021-284: Approve BOD Meeting Minutes November 18, 2020 with amendment on December 29, 2020 to Motion 2020-271. And Treasurer's Report: Expenditures: \$100 donation to the family displaced by fire in CA amended to add: This family is fully employed, had 15 elderly and rescued Rat Terriers, they are not breeders. Their entire home was destroyed.

Motion: JB 2nd CM APPROVED

AKC Correspondence:

- RTCA Officers information has been updated: CH president, old president email, to her personal email, VP TK, Director CM

- Medallions 2020: email and Facebook BOD page Clarification: The email sent to the members did not stat that RTCA WOULD be able to purchase, it stated that a request was received from an agility competitor who had spoken to the AKC rep at the event.
 - Email sent Dec 2020 to determine if medallions could still be purchased, as of Jan 2, 2021 no reply has been received.
 - JB left a voice mail on Monday, Jan 4, 2021, no reply.
- I have reviewed minutes and motions from June 2018 up to April 2020, when I took over as secretary. Notification of the AKC National Medallions appears to be sent early in the year. I also reviewed the Treasurer's audits/review of records and found no mention of AKC National Medallions being paid. Does this go under a different accounting system?

June 29, 2018: 2018-00019 Motion: Offer medallions for MTB for conformation, obedience and agility. Motion passed.

August 5th, 2019 Treasurer's Report \$170.00 Royal Canin for performance medallions

Paperwork and check has been sent to AKC for the medallions to be handed out at AKC Nationals in Orlando Florida

- **Future pledge:** All BOD members mark Calendars as a reminder to look out for AKC National Medallion Request as early as May and Notify BOD as soon as notification is received. FB group meeting to discuss and Authorize Treasurer to purchase at earliest possible time to avoid issues.

CH: communication

CM: Club donation of medallions to be listed in Premium. Create a standing agreement to do medallions yearly.

- Also provide a medallion for other performance events that AKC will be hosting at Nationals: Obedience, FastCAT.
- Supported Entry and Performance Committees shall be notified concerning purchasing AKC Medallions for Nationals in Showing, Agility, Obedience and FastCAT.
- Obedience Finals: first Rat Terrier to be invited; CF dog. Performance & Supported committee
Discuss with Performance Committee Under New Business
- AKC Shop:
 - JB will not be posting information on the Members FB page. FB flags it as selling and there is little to no Rat Terrier merchandise.
 - Only post AKC communications: Government, Gazzette
- Zoom
 - Refund from Zoom – Webinar I contacted Zoom requesting a refund due to wrong information being given to use Webinar for Annual Meeting. \$42.11 refund was given and processed on December 31, 2020.
 - Still have Meeting Pro
 - Future Annual Meetings: use Zoom or another media, able to allow more members to attend the meeting.
 - CM: AKC changed rules due to the Covid Pandemic. Regular rules are for members to meet in person for Annual Meetings,
 - CH: those not present can be conferenced in but cannot vote.
 - Quorum must be in person.
 - Advantage to add zoom for historical recording purposes.
 - Need to check Policy & Procedure/need policy.

- Zoom Meetings tabled for next BOD meeting – discuss Pros & Cons. Economically and Historical recording purposes. Discuss between now and next BOD meeting; CM: Facebook general number
- Approved RTCA Forms:
 - RTCA How to Start a Rat Terrier Club of America Committee
 - Email current is treasurer's RTCA4All@msn.com needs to be changed to secretary@ratterrierclubofamerica.org

Motion 2021-285: Motion to change email on Approved RTCA form: How to start a Rat Terrier Club of America Committee from treasurer's to secretary.

Motion CH 2nd CM APPROVED

(CF left meeting 19:08 PM MST)

CH: Can't see when members leave – negative to Zoom

CM: can be done in set up.

- Do the new committees who presented at the Annual Meeting need to fill out these forms?
No, they presented the same information at the Annual Meeting.
- Membership Applications: sent to Treasurer, CC'd to Secretary.
- CH: duplication of communication on emails. In case of accidents, Use BOD President, Secretary and Treasurer should be able to access emails.
 - Paper copies of membership applications will be scanned, or screen shot and sent to secretary. CM: LL doing correct; copy of payment and application.
 - Renewal for Members: Posted on Members page: changes in personal information must fill out new application.

President Report:

- Letter from the President 2021: sent to all RTCA Members by JB, secretary
- Protocol for BOD discussions more generic email. Discussion under new business or on Pres report. Some use Facebook some use email, not using BOD emails instead using personal email address. Change President's email to just president@ratterrierclubofamerica.org
- BOD emails:
 - To have historical recording and continuity
 - Emails paid by RTCA must be used.
 - Domain @ratterrierclubofamerica.org emails: \$14.99 a year per email
 - Treasurer@ratterrierclubofamerica.org – used by Ways & Means -CH
LL as Treasurer and JB as secretary have full access to
 - secretary@ratterrierclubofamerica.org – Secretary – JB
 - President2018jbl@ratterrierclubofamerica.org – Previous President email will be discontinued when renewal comes up.
 - rtca@ratterrierclubofamerica.org – BOD – emails redirected to BOD private email except JB who regularly checks the secretary emails. New emails of BOD member to be added and a test run to be done. All BOD members to reply to email test run to confirm it works.
 - BOD emails were set up due to people setting up emails with RTCA....Rat terrier club of America..., using the members email list, that appeared to come from an official RTCA

communications. Emails needed to be from @ratterrierclubofamerica.org not from yahoo, Gmail or any other domain. Not been able to change treasurers, cannot use treasurers, need to set up new address for treasurer to use.

- New emails to be added:
 - President – generic email, no personal information included in address.
 - Pedigree Committee
- Email blasts to members, bcc'd members & board – private email. All will get it twice.
 - Check BOD email....send email to CH to see if it works.
 - BOD@ratterrierclubofamerica.org does not work; emails bounced back
 - CM checked, on listed
 - JB: only member contacts
 - CH: We as a BOD will work on, contact and emails, historical reference for future BOD members to see.
 - To be done between now and next BOD meeting.

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Correspondence:

Board will move to Executive Session: Topic Open

Motion 2021 -286: Board will move to Executive session 7:24 PM MST

Motion CH 2nd TK

Motion 2021-287: Board will move out of Executive Session 20:14 PM MST

Motion CM 2nd TK

Discussion on communication with BOD members, history of communications for future boards so they can reference what has been done which will help with policy and precedence.

Committee Reports:

Not all committees had been formed and ready to have a report for this meeting.

**** BOD approval:** New Committees or Committees with new Chairs will be sent a letter informing them of acceptance to form committee. Requests that each committee create a Facebook group for communications, record of discussions, send a monthly report 5 days before posted BOD meeting and have a BOD liaison if necessary.

****New committees** do not need to fill out RTCA Committee forms. Can use information from Annual Meeting.

**** Nomination Committee**

- Letter will be sent by the secretary before January 15, 2021, to members who offered to help on the Nomination Committee, notifying them to set up committee and create a Facebook group for communications.
- **Motion 2020-279** The 2021 Nomination committee shall be: Chair - Susan Mulligan. Committee Members Jason Sharp and Sue Swan, Alternates: Theda Little and Michelle Blackmore
Motion Jordon Leigh 2nd Jeri Berg
Yes: Cory Downey Hart, Meta French, Jordon Leigh, Tracey Kallas, the board has a quorum on this motion, it is approved.
- After the letter is sent, JB, secretary will have no further contact with the committee. The Nomination Committee will report progress directly to CH, president instead of secretary; as

listed in the Bylaws, ARTICLE IV, The Club Year, Voting, Nominations, Elections SECTION 4. Nominations and Ballots (a), (b), (d); as the secretary position is up for re-election. This will remove any conflict of interest or appearance of improprieties for the election and results.

- CH will have all forms and information forwarded to her by JB secretary. CH will forward on to Susan Mulligan, Committee Chair.
- CH will be auditor for the Nomination Committee to oversee.

****Bylaws Committee:**

Motion 2021–288: Randi Garske to be Bylaws Committee Chair: to form the committee, select members and begin updating Bylaws.

Motion JB 2nd CM APPROVED

- Members on committee: Jeri Berg, Charles Harrison, Sharma Sonntag, Sue Swan
- JB: add for another BOD member to take over secretary duties when that position is up for election.
- CM: Add disciplinary action that does not have to wait for Annual Meeting.

**** Performance Committee:**

Chair: Randi Garske

Co-Chair: Jeri Berg

Members: Susan Mulligan

**** JR Handler Committee:**

Chair: Renee Morgan

BOD Liaison & member: Cory Downey Hart will help with this committee.

National Specialty – 2020-2021: No Report

Policy & Procedure Committee: No Report

Chair: Cory Hart

Members: All board members

Updates needed. We need a couple people willing to start on this.

***Supported Entry Committee:**

Chair: Jason Sharp

Members: Ray Draper

Gail Harlamoff

Tracey Kallas

Sue Swan

Judges Education & Mentoring Committee:

Chair: New Chair is Needed

Members:

Kari Jepson

Tracey Kallas

Linda Lee

Rena Morgan

Christina Martinez

- **Motion 2021-289:** Tracey Kallas to be new JED chair.
Motion CM 2nd LL
- Correct spelling of Rena to Renee Morgan

Health & Genetics: No Report

Chair: Carmeta (Meta) French

Members:

Newsletter Committee: No Report

Chair: Cory Downey Hart

Co-Chair: Tracy Kallas

Members: Susan Mulligan

Shana Bokelman

Theda Little

Pedigree Committee:

Chair: Christina Martinez

Members:

- LL added back as a member.
- No additional help is needed from RTCA members on this committee.
- Continues to get requests to register Merle Rat Terriers with AKC, that is against the standard. Request denied.
- Information on the RTCA Website to be updated to explain what the Pedigree committee does. It is NOT a registration and cannot register the dogs.
- CH will set up Pedigree committee will have their own email
@ratterrierclubofamerica.org

Ways & Means Committee: No Report

Chair: Cory Downey Hart

Members: Tracy Kallas

Christina Martinez

Old Business:

- **RTCA Website changes:**
 - CH Will work on website so the RTCA Logo shows up and not artwork.
 - CH will help JB to post PDF files.
 - Members can email information for website.
 - Committee information to be included, especially Performance.
 - Artist Artwork still showing up, needs to be changed to RTCA Logo.
- Puppy /Breeder inquiries: When I (JB) respond to queries for breeders and or puppies, should I include AKC breeder information?
Yes include AKC link.
 - RTCA Breeder on RTCA webpage

- **AKC Find Rat Terrier** – CM will help write letter with JB & CH per – 10/2020 Motion 2020-265

New Members: none

- **Membership Deadline-** Bylaws Notification for Renewal sent out in October via email blast to all members and posted on RTCA Facebook group October, November, December. 30 days lapse, additional 30 days no longer a member.
- JB: Why so long to renew?
- CH:
- CM: 30 days lapse,
- LL: sending notice in Oct, people forget.
- CM: October and then again Dec. Bylaws reword to announce in Oct & Dec.
- CH: Bylaws Committee to address.

New Business:

(PS left meeting 8:45 PM MST)

- BOD working on the ongoing preservation of RTCA records, advocating the BOD email accounts, and to provide a consistent historical record for future boards. Follow up discussion at the next BOD meeting in February 2021. Policy & Procedures will be update accordingly.
- Zoom account:
 - Refund for Webinar credited back to RTCA debit card, due to bad information given to JB when setting up account. Refund on Jan 4, 2021.
 - Secretary destroyed debit card information after use to set up Zoom account.
 - \$15.78 charged for January meeting.
 - Research to be done for other video/audio services offered that are free.
 - Check Facebook, Facetime
 - Google Hangout – CM has used in the past, states it is very easy to use. She has offer to help JB.
 - Will other services offer same services for less or free.
 - Try services to see which works best.
 - Confer with LL, if payments need to be made.

Next Meeting:

Feb 3, 2021 7:00 PM MST

JB will check with PS and CF to see if this later time works for them as they are on the east coast. Can adjust if necessary.

Motion 2021–290: Adjourn Meeting at 8:57 PM MST

Motion CM 2nd CH Approved.