

**RTCA BOARD MEETING**  
**Call the Meeting to order Feb 3, 2021**  
 7:00 PM MST  
**Meeting started at 7:09 PM MST**

**In attendance:**

President: Cory Hart, CH  
 Vice President: Tracey Kallas, TK  
 Treasurer: Linda Lee, LL  
 Secretary: Jeri Berg, JB  
 Director: Christina Martinez, CM  
 Director: Patty Smith, PS

**Absent:** Director: Carmeta French, CF

All BOD members present had read January 7, 2021 minutes, waived reading of the minutes.

**Motion 2021- 291** Approve BOD Meeting Minutes January 7 2021.

Motion: TK 2<sup>nd</sup> PS Approved

**Report of President:** No report

**Report of VP:** No report

**Report of Secretary:**

- AKC Parent Club: Is RTCA an unincorporated Association (503 ( c)7)?
  - LL: RTCA is incorporated in the state of Missouri and is a 501 3c.
- AKC Marketplace – Rat Terriers –
  - Breeders who had falsely advertising as being members of RTCA, have been notified and have removed the status on their ads.
  - RTCA Club information was never updated when new BOD took over, has all the old club website and emails.
    - emails addressed to AKC Marketplace, VP Consumer Demand, and Executive Projects Administrator to update with new club emails and website. As of Feb 3, 2021, the information has not been updated.
- Medallions: Cost for Medallions for Conformation & Performance \$470 including shipping.
  - CH: Performance Committee can review and decide if past performance will be recognized. Going forward PC will need to present a budget needs to be submitted to BOD, reward the medallions?
  - Confirmation medallions were not listed in Premium.
  - Supported Entry Committee and Ways & Means Committee will work with Performance Committee.
  - CM: Were they listed in premium? club is not obligated to purchase. Where is the money coming from? No
  - JB: 2 RTCA members in agility, posted on FB Members page.

- Accounting for payments of Medallions 2018 & 2019: Confirmation and Performance –
  - LL: agility Medallions paid with card.
  - CH: previous accounting will no longer be discussed.
- For Policies, please update receipts and remittals. Submit photo or notify committee chair of money spent, ie Shows, accumulate receipts; x amount of days of the show spreadsheet/account is closed. Move to New Business then moved to Old Business for March BOD meeting.
- **Posts on RTCA BOD Facebook page and emails:**
  - Please reply if a question is asked. Yes or No. many times there has been a post, it shows it was seen but no remarks are made. If the BOD is going to use the page to get work done before the meetings, we must have a record of replies.
  - CM: Tag BOD members when posting to notify
  - JB: Add date the answer
  - Notification to members via email blast, FB Members Only and RTCA website.

### **Report of Treasurer:**

- Submitted in PDF Format via RTCA Email. Will resubmit an updated Treasurer's report.
- LL thanked CM for all the help she has provided to get the new accounting and membership system set up.
- Spreadsheet of financials will not be posted with BOD Minutes. RTCS

Ways & Means PayPal	\$ 19.12
Ways & Means Checking	\$ 727.45
Ways & Means	\$ 444.94
Regular Checking:	\$ 613.17
Regular Savings:	\$ 5259.91
<b>Total:</b>	<b>\$ 6619.65</b>

- Membership List posted to BOD Facebook page, February 1 2021, all listed are members until March 1<sup>st</sup>. No designation of who has paid and who hasn't.
- New passwords will be given to paid members on March 1<sup>st</sup>, 2021.

### **Correspondence:**

### **Committee Reports:**

#### **Bylaws Committee:**

Chair: Randi Garske

Members: Jeri Berg

Charles Harrison

Sharma Sonntag

Sue Swan

A Facebook group has been created to manage discussions and maintain a history of comments. Our first meeting to discuss Article I – Membership was held on Sunday, January 24. All members were in attendance.

The recommended changes to the bylaws will be presented as a whole when the committee has finalized its review as changes to one section may impact changes to another section. At a high level, the recommended changes to the membership section of the bylaws include:

- Adding Lifetime member to “Eligibility.” This was removed from the 2018 previous version of the bylaws.
- Clarifying *Fiscal* Year where necessary. If the club should decide to change its fiscal year, the bylaws will not need to be updated.
- Establishing that membership dues are set by a majority vote of the Board.
- Changing the process for New Membership applicants to provide the membership an opportunity to view the new applicant information and provide feedback to the board.

Thank you for entrusting this committee to review and provide recommended changes to the Constitution and Bylaws.

Respectfully,

Randi Garske  
RTCA Bylaws Committee Chair

**Health & Genetics:** No Report  
Chair: Carmeta (Meta) French  
Members:

**Judges Education & Mentoring Committee:**

Chair: Tracey Kallas  
Members: Kari Jepson  
Linda Lee  
Renee Morgan  
Christina Martinez

Letter has been drafted to the Artist for graphics. Letter was read to BOD. The letter will be sent to JB, secretary to send with official RTCA Logo, including signature of RTCA BOD and JEC. Will be emailed to artist.

**National Specialty Committee – 2020-2021:**

Chair: Cory Hart  
Members: Jeri Berg  
Tracey Kallas  
Sue Swan

(will update with complete list by next meeting)

Report – We have the Invitation Letter from the Show Cluster Chair to submit with our application and have contacted Baray & The AKC to get all the paperwork in place. The show has given us a list of Judges that we are welcome to use and offered to let us use any of them at no cost to us. This information will be on the National Specialty Committee Facebook Page for review and selections.

**Newsletter Committee:** No report at this time

Chair: Cory Downey Hart

Co-Chair: Tracey Kallas

Members: Susan Mulligan

Shana Bokelman

Theda Little

**Nomination Committee**

Chair: Susan Mulligan

Members: Jason Sharp

Sue Swan

Alternates: Theda Little

Michelle Blackmore

The Committee has formed the FB Group and has started work to have the Slate ready to present to the BOD on February 15<sup>th</sup>. To date, two letters of intent to run have been received.

BOD members whose position is up for election are reminded to send their Letter of Intent if they wish to run.

**Pedigree Committee:** Nothing to report

Chair: Christina Martinez

Members: Linda Lee

**Performance Committee:**

Chair: Randi Garske

Co-Chair: Jeri Berg

Members: Susan Mulligan

## Performance Committee Report

Chair: Randi Garske

Members: Jeri Berg (board representative), Patricia Brady-McKinney, Susan Mulligan (not confirmed yet,) Cory Downey Hart

A Facebook group has been set up for the RTCA Performance Committee. We are still recruiting members. The initial purpose is to create a sustainable, repeatable process for calculating and maintaining the top 10/top 20 statistics for conformation as well as companion and performance events.

Once the group is established, we will begin the process of determining which events to start with and then expand to other events as the process is established.

Respectfully,

Randi Garske

Performance Committee Chair

Performance, Supported Entry and Ways & Means Committee to work together.

**Policy & Procedure Committee:**

Chair: Cory Hart

Members: All board members

Needs to be updated, BOD members are requested to review, post areas that need updated on BOD Facebook page so they may be discussed and implemented.

**Supported Entry Committee:**

Chair: Jason Sharp

Members: Cory Downey Hart

Ray Draper

Gail Harlamoff

Tracey Kallas

Christina Martinez

Sue Swan

- The club members that have volunteered to be on the committee this year are: Jason Sharp – Chair Members: Ray Draper, Gail Harlamoff, Sue Swan, Tracey Kallas, Cory Downey Hart, Christina Martinez
- The Facebook Group that was created for the prior Supported Entry Committee was not accessible to us. A new Facebook Group, named RTCA Supported Entry Committee 2021, was created. The committee Chair and club President are the admins of the group. In future years, rather than create a new group, the name can be updated with the current year.
- The first item of business that was brought to the committee for discussion was organizing Supported Entries for the shows being held in Richland WA the weekend of our RTCA National. The entire committee hasn't offered input yet, but preliminary discussions are supportive of the idea. The Chair is confident the committee will agree to the benefit of offering Supported Entries at these shows.
- Another item that was brought up for discussion was offering prizes for Rat Terriers competing in performance events held at shows where we will be doing a Supported Entry for conformation. As a result, the Supported Entry Committee will communicate to the Performance Committee, the shows where we plan to offer a Supported Entry, to see if there is an interest in organizing prizes for the performance events. In the case that the Performance Committee elects not to organize prizes, the Supported Entry Committee would like to work with the BOD to ensure some recognition for Rat Terriers in performance events held at shows where we will be doing a Supported Entry.
- The Sacramento Kennel Club show (held in conjunction with the Northern California Terrier Association), for which the club has a recurring Supported Entry, has been rescheduled (and relocated) from April to July.

That concludes the Supported Entry Committees report to the Board of Directors.

Thank you,  
Jason Sharp

### **Ways & Means Committee:**

Chair: Cory Hart

Members: Tracey Kallas

Christina Martinez

Report: We will be running another fundraising Raffle this month. We are also working on a shopping page still with Breederloo.

Will contact Performance and Supported Entry Chairs for comments as their funds are going to come from.

Raffle will be Tuesday, February 9, 2021; Feeling Lucky? All Breeds Dog Shows! run by Cheryl Lin CM provided the website <https://www.facebook.com/groups/2595956410620285/about>

Suggested prizes Ultrasound Machine, 2<sup>nd</sup> items: Camera, Xpens, dog crates, customized chairs, leashes. RTCA Members will be emailed the announcement, and it will be posted on the RTCA Members Only Facebook page.

### **Old Business:**

- Updates to the Website – please look and let us know what you think. Any articles, ideas, improve interaction...share them.
- Zoom, Google Workspace, FB discussion
  - Which one are we going to use?

JB: Zoom: Pro: recordings Con: Monthly fee, only one host per license

CM & JB checked Google hangout, Meet, workspace: Pro: Free for 25 or less

Con: Must have a gmail account, No recording feature

Need to check if it has a recording fee.

CH: \$8 for active user

BOD FB page, PS suggested GoToMeeting: Con: has a monthly fee

BOD can use Facebook: Pro: free, see who is in meeting, note when someone leaves

Con: no recording

Facetime:

JB suggested finding a free app that will record meetings.

Can always choose Zoom or similar for Annual Meeting to allow members who are unable to travel to event to attend.

CH: create a spreadsheet of Pros/Cons including expenses and discuss on BOD Facebook group. Information must be presented to BOD no later than February 21, decision on which venue to use by February 25.

- Just for discussion: BOD working on the ongoing preservation of RTCA records, advocating the BOD email accounts, and to provide a consistent historical record for future boards. Policy & Procedures will be update accordingly.

- TK: Election P&P...
  - CH: As secretary position is up for election it was decided at the January 7, 2021 BOD meeting that the President would handle the secretary duties as listed in the Bylaws. Any emails or information that the secretary receives, will be forwarded to CH who will forward to Nomination Committee. Secretary will have no contact with Nomination Committee Chair.
  - JB: to check P&P to make sure it is listed.
- AKC: Officers email info updated with new president@ratterrierclubofamerica.org

#### **New Members:**

Kelley Lewis, Idaho

#### **New Business:**

- Accounting Software – Money Minder, CM & LL have been working on it. LL thanked CM for all her work inputting club information.
  - Purchase software \$159 + \$39 to link bank information = **\$168** per year
  - CH: integrated Bank accounts additional, forwards everything from Bank accounts so you don't have to enter it.
  - Software designed for Non-Profit organizations.
  - Easier for the Treasurer
  - Link money from PayPal & Bank account
  - Other BOD members can log in at different levels (Membership, Ways & Means)
  - Lists Membership: individual, household, senior, lifetime
  - Online assessable to everyone.
  - Try for a year and see how it works.

**Motion 2021-292:** Approve Annual Expenditure for the MoneyMinder Account including the Bank connectivity.

Motion: CM 2<sup>nd</sup> PS Approved.

- PayPal: has all of LL personal information
  - LL in order to remove SS# a new one is needed.
  - PayPal has TIN# from RTCA
  - CH: Depends on the account, Ways & Means was set up as Business
  - TK: can take off SS#, can help change account to Business
  - CM & LL will continue streamlining the financial and membership accounts for the club.
  - Add in more log ins for BOD members.
  - LL will pay, CM will add BOD members.
- Enforcing policy for Breeders Ads. This is a Members only privilege, so will be the same as dues renewal. We have one ad running that was sold to a non-member. It has been removed and the breeder will be refunded for 5 months. A check and letter will be sent.
  - Breeders ad must be paid at time of membership and or renewal.

- If an ad is added after or later in the year, it will only be valid until March 1 of the following year.
  - An ad was accepted by mistake, breeder did not renew membership for 2020,
  - ad has been removed Feb 1, 2021 by CH
  - a 5-month prorated refund will be issued.
  - CH, JB and LL will draft a letter to the breeder explaining the error. A membership application will also be provided if they would like to re-apply as a member.
- **Policy & Procedures for BOD:** please review and provide any suggestions for corrections or updates to the Bylaws Committee. Discuss next meeting under old business. Make Motion to set days for receipts to be turned into Treasurer 30-60 day.
- The following questions were received from Members:
  - Performance: It would be nice to have some kind of awards for non AKC events such as Fast Cat, NASDA, Barn Hunt. Maybe we do?  
 This is part of the responsibilities of the newly Formed Performance Committee. They will be tracking all venues that the AKC recognizes as well as other venues that the RTCA chooses to recognize as part of the heritage of the breed. We cannot offer awards for competing USA registries such as the UKC, but can for all FCI and CKC awards as well as Sport Specific organizations. Many of these, while not AKC, are already recognized by the AKC and can be added to official Pedigrees.
  - AKC Members in Good Standing: On the membership application/renewal it says you need to be in good standing with the AKC. How is this monitored and who is responsible?  
 The AKC regularly publishes a list in the Secretary Section of the Gazette of people who are sanctioned by the AKC. Additionally, we submit a membership list annually to the AKC, and hope they would contact us regarding any Members who are not in good standing with the AKC. There is no formal process, but generally someone will happily point out if a Member is not in good standing.
- As requested by the previous President and stated in the Bylaws, a record of attendance is kept for each meeting and quarter. The dates listed in the Bylaws will need to be updated to show the quarters for the New Board instead of the fiscal year. **ARTICLE VII Removal of Officers and Directors SECTION 4. Automatic Removal.** *The secretary shall keep a voting record of each board Member. At the end of each quarter (March 31, June 30, September 30, December 31), the secretary shall review the voting records for said quarter. Any board Member, who has failed to vote on at least 75% of all board issues within said period, unless excused by a majority of the board, shall be automatically removed from office.*



Next Meeting:

**March 3, 2021 7:00 PM MST**

**Motion 2021 - 293:** Adjourn Meeting at 8:12 PM MST

Motion CM 2<sup>nd</sup> TK Approved