

RTCA BOARD MEETING
March 03, 2020 BOD Meeting
7:04 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
 Director: Carmeta French

Minutes from Feb 3 2021 BOD Meeting

Discussed. Club financial information is being uploaded to the new MoneyMinder account. Minutes will be reviewed and discussed for approval at the April BOD Meeting.

Report of President: No report

Report of VP: No report

Report of Secretary:

- Marketplace – Rat Terriers: all club information has been updated. Phone number has been added, CH will need to add a message for voice mail.
- AKC Shop –emails will not be saved. DELETED.
- Letters have been sent to Artist – will be discussed in JED committee report. Artwork removed from website.
- AKC All Parent Club emails: Updated for President and Secretary. Are any other emails or BOD members receiving emails from them? BOD members replied no they are not getting emails: CH, CM, TK,

Report of Treasurer: LL & CM

LL sent Itemized Spread sheet to BOD. This information will not be included in the minutes. LL will provide a simplified account of expenses, income and totals for minutes. Will have spreadsheet if anyone wants to look at it. MoneyMinder will have full information.

MoneyMinder: BOD members will have Log in to view details only; following the Bylaws.

CH: Simplified account can be posted on BOD page.

Spreadsheet of financials will not be posted with BOD Minutes.

RTCA Balance Sheet for February 2021

| ASSETS: | BALANCE |
|------------------|----------------|
| Regular Checking | \$ 554.34 |
| W&M Checking | \$ 1,727.45 |
| Regular Savings | \$ 5,882.36 |

| | |
|----------------------------|--------------------|
| Regular PayPal | \$ - |
| W&M PayPal | \$ 26.76 |
| Total Curent Assets | \$ 8,190.91 |

EQUITY AND LIABILITIES:

Physical Merchandise at cost:

| | |
|--------------------------------------|-------------------------|
| T-Shirts | \$ 359.25 |
| Bags | <u>\$ 236.17</u> |
| Total Current Physical Assets | <u>\$ 595.42</u> |

Liabilities:

Short Term

| | |
|-------------------------------|--------------------------|
| ZOOM Jan 2021 | \$ (15.78) |
| Feb 2021 | \$ (15.78) |
| Secretary exp | <u>\$ (58.98)</u> |
| TTL thru February 2021 | <u>\$ (90.54)</u> |

| | |
|------------------|-------------|
| Long Term | <u>\$ -</u> |
|------------------|-------------|

| | |
|-----------------------|---------------------------|
| TTL Money In | \$ 1,179.23 |
| TTL Money out | <u>\$ (85.16)</u> |
| TTL Money Gain | <u>\$ 1,094.07</u> |

Correspondence:

Committee Reports:

Bylaws Committee:

Chair: Randi Garske

Members: Jeri Berg

Charles Harrison

Sharma Sonntag

Sue Swan

No report, RG has been busy with Rottweiler National Show and taxes. Bylaws Committee will resume duties next month.

Health & Genetics Committee:

Chair: Carmeta (Meta) French

Members: Needs help and support from membership. BOD will join.

Letter from the AKC Health Statement

JB posted to FB BOD page.

AKC All Parent Club Health Statement:

Needs BOD approval and electronic signature.

Names: Chair & President as second person contact on letter

Rat Terrier Club of America

Add rtca@ratterrierclubofamerica.org email

CF agreed to JB adding information listed above to the letter and presenting back to the BOD for approval via Facebook page.

Health Statement presented to BOD at Nov 18 meeting and at Annual Meeting, Dec 5 2020.

Emails from CF: Nov 16 requested RTCA Letter Head to JB. Sent health statement to BOD personal emails requesting endorsement - was not responded to.

Nov 18 JB had been on holiday, sent letter head to CF,

Nov 24 CF sent AKC All Parent Club Rep Health Statement

Nov 25 Health Statement returned requesting corrections, electronic signature. Sent to BOD, no replies - holiday time and change in BOD.

Discussion on tests for CHIC and optional tests; BOD will join H&G Facebook Group to discuss further.

Judges Education & Mentoring Committee:

Chair: Tracey Kallas

Members: Kari Jepson

Linda Lee

Renee Morgan

Christina Martinez

We sent out 16 cards to 4 different show clusters.

Have received photos of puppy submissions from RTCA members for the AKC PupDate newsletter.

Due to family illness and commitments have not been able to contact AKC rep. Will be in contact with AKC rep soon.

National Specialty Committee – 2020-2021:

Chair: Cory Hart

Members: Jeri Berg

Tracey Kallas

Sue Swan

We will be using two of the judges that the Host Club has reserved, which will save us quite a bit of money. Also, we have two eager volunteers to judge Sweeps. Need to decide if we are hosting shows on Thursday/Friday or on Friday/Saturday. There will also be 4 All Breed shows during this time.

BOD Vote:

Shows on Thursday & Friday: CH, TK, JB, LL, CM, PS

Shows on Friday & Saturday: CF

RTCA National Specialties will be held on Thursday and Friday.

Newsletter Committee: No report at this time

Chair: Cory Downey Hart

Co-Chair: Tracey Kallas

Members: Susan Mulligan

Shana Bokelman

Theda Little

CH: Have not contacted Shana or Theda, due to commitment for National Specialty.

Nomination Committee

Chair: Susan Mulligan

Members: Jason Sharp

Sue Swan

Alternates: Theda Little

Michelle Blackmore

BOD member liaison: Corey Downey Hart

Susan Mulligan sent slate of current BOD members running again to DH and was sent to RTCA membership.

The committee received one member nomination with correct paperwork so there will be an election.

BOD positions up for election: Vice President, Secretary and two Directors.

Director's position and an election will take place. Top 2 vote getters declared winners.

Still two weeks for other nominations to come in.

CH is reviewing EVoting possibilities to set up the election process. And will present for the BOD.

If no other nominations for the other position are received, postmarked on or before March 15, 2021 and received no later than March 22, 2001, the remaining positions will be declared elected.

(RTCA Bylaws ARTICLE IV The Club Year, Voting, Nominations, Elections SECTION 4.

Nominations and Ballots. c) and d))

Pedigree Committee:

Chair: Christina Martinez

Members: Linda Lee

CM: if a request goes to the BOD email, please do not respond. Forward all emails to the Pedigree committee.

The Pedigree Committee has a new email pedigrees@ratterrierclubofamerica.org

Please send all pedigree inquiries to that email.

Inquiry #1: this is the second attempt to try and get merles into AKC I told her if she had a AKC registry stud she would need to contact AKC for a pedigree.

Inquiry #2: she has no registration papers on any of her dogs and neither do the parents.

Inquiry #3: I have told him to go back to his breeder or the registry to get the numbers we cannot certified just names.

CM: checks information for any discrepancies before sending on for Pedigree Verification. There is a charge for Pedigree Verification.

Discussion on how pedigrees are verified. 3 generation pedigree is required. RTCA does not assign numbers for registration only verifying pedigree.

Performance Committee:

Chair: Randi Garske

Co-Chair: Jeri Berg

Members: Cory Downey Hart

Susan Mulligan

JB: 2020 Medallions purchase was presented to the Performance Committee on Feb 9th.

CM explained how the performance medallions are presented; it is not for all competitors, only the top competitor.

After much discussion it was voted to purchase the medallions for conformation and agility. Costs Conformation \$45 x 5 = \$225, Agility \$55 + \$10 shipping = \$65, total \$290.

Performance Committee is for performance events only.

CH stated at Feb 3 BOD meeting to present to the Performance Committee to decide. Performance Committee decided to purchase medallions.

BOD did not want to purchase Conformation medallions as it was not listed in the premium. Can be discussed at a later time if necessary.

BOD Vote to purchase medallion for agility:

Yes: CH, TK, JB, CF, CM, PS

No: LL

JB will contact AKC with name and address of agility competitor, confirm how medallions will be purchased and notify the Performance Committee of the decision.

Policy & Procedure Committee:

Chair: Cory Hart

Members: All board members

- Which BOD member should be sending Membership Renewals? Corrections need to be made as there is conflicting information:
 - **Bylaws:** (d) The treasurer shall: send out renewal notices to the membership in October.
 - **Addendum:** Important Dates October – secretary sends out renewal notices
 - **Webpage:** Notifications to All Members: Membership Renewals are due by January 1st. You should be receiving a reminder soon via email. If you have not seen one, please contact the RTCA Secretary.

CM: Addendum: These are a list of dates, should not be with Bylaws.

Membership renewal Notification should be sent monthly,
Review and changes to Bylaws: (d) add Nov and Dec for renewal notices.

- Code of Ethics needs updating to include all members, not just those that are showing or breeding dogs.

CH: It is listed with the membership and should be reviewed Bylaws committee.

- Policy & Procedure: Needs to be updated, BOD members are requested to review, make notes of areas that need updated on BOD Facebook page so they may be discussed and implemented.

CM: Addendum should be listed with Policy & Procedures; have these dates and information put on a calendar as a reminder for the BOD.

Supported Entry Committee:

Chair: Jason Sharp – stated he has no report

Members: Cory Downey Hart

Ray Draper

Gail Harlamoff

Tracey Kallas

Christina Martinez

Sue Swan

**** For Supported entry and Performance Committee: Supported Entry has not submitted a report, however the RTCA is listed in the Tacoma KC Premium as supporting Conformation, Rally and Obedience at their upcoming April Show. This is likely due to the fact that we had offered that support at the show last year (show was cancelled). It is local to me (Cory) and can take care of ensuring the items get to the show.

Ways & Means Committee:

Chair: Cory Hart

Members: Tracey Kallas

Christina Martinez

On February 9th we held another Raffle/Fundraiser. Here are the results:

| Raffle | # of spots | amount | fee | total donation |
|--------------------------|-------------------|---------------|------------|-----------------------|
| Ultrasound | 64 | 1260.00 | 45.84 | 1214.16 |
| Camera | 100 | 1188.00 | 46.53 | 1141.47 |
| Gross for Fundraiser | 164 | 2448.00 | 92.37 | 2355.63 |
| Price for the Ultrasound | | | | -770.00 |

Price for the Camera

-614.98

Net for Fundraiser

970.65

Current Balances:

Wells Fargo:

\$1,727.45

PayPal: \$26.76

JB: For future raffles/fundraisers, please provide information at least a week in advance so members can be notified. I was able to post on Members Only Facebook page & webpage and email blast members the information.

RTCA member Sue Swan won the Ultrasound machine.

Old Business:

- The Pedigree Committee has a new email. Please direct all inquiries to that email address.
- We have discontinued the Zoom Pro Subscription and are trying FB this meeting.
 - JB has a recording app on her iPad to record meetings.
 - Zoom Pro account can be renewed if we want to use it for Annual Meeting.
- Accounting Software – Money Minder, CM & LL have been working on it. LL thanked CM for all her work inputting club information.
 - Linda has purchased the license for one year.
 - All bank & PayPal accounts will be reconciled to this program, as well as the Members list.
 - BOD Members will be given “view only” log ins so that they are able to review the RTCA financial information at any time as per the By-Laws.
- Linda is working on getting a designated person all needed passwords for accounts being used just for the RTCA business. This is simply a security/safety precaution so that the Club would not lose access to the information in the event the Treasurer was incapacitated.
- Artist messages to LL and TK about contract being canceled. Artist wrote the contract, which included a clause to cancel if work was not accepted. Multiple correspondence between TK and artist explaining what type of graphic was needed. JED committee determined that another approach for the graphics were needed. The deposit was paid and the remaining balance for one piece of work.
 - Discussion on future response to artist.
 - Original signed contract

New Members:

- Kathy Wakefield
- Erin McDaniel
 - LL sent membership applications to JB. JB confirmed references, sent New Member Welcome letters.
 - Adding New members to page: Administrator must be friends to invite them.
 - Good response from RTCA members welcoming the new members on the Members Only Facebook page.

New Business:

- Non-disclosure Confidentiality agreement. A number of clubs have these agreements - AKC All Parent Club. JB sent copies the BOD before the meeting for review, will be moved to BOD Facebook page to discussed and presented at a future BOD meeting under Old Business.
- Statistics and Top Twenty Committee – CH has a few volunteers and CH would like to form this committee.
 - JB: Is this just Conformation results?
 - CH: No, Titles for Conformation and Performance.
 - Person needed to input information for statistics, familiar with spread sheets. Ask Susan Mulligan for help
 - Tie in with newsletter & specialty.
 - CH: President receives monthly reports from AKC of the new titles of rat terriers listed with AKC. Will share with committees.
 - Information to be shared with Performance Committee.
- RTCA Membership list stated in the Bylaws under secretary duties; the Bylaws, *ARTICLE III Directors and Officers Section 2. Officers Secretary Duties* keep a roll of the members who are in good standing with their name, zip code, phone number and/or email address and provide a copy to any member in good standing once every club year. Have Bylaws changed and ask members what information they want listed via an emails blast and on members page.
 - Due to previous members inappropriate use of the membership list, only the members name, state and region will be provided.
 - Optional to the Membership application and renewal: member need to state if they want their phone number and or email listed and shared. Some will want to network with other rat terrier people.
- Getting more information about RTCA out on social media:
 - AKC parent club RTCA Facebook page
 - Other dog related groups with a link back to the club.
 - Club will have a link to those groups on their page.
 - RTCA Members Only Page and Webpage: Needs Informational Blog
 - CM posted an article on Dog Poisoned by the Diffuser (essential oils)
- CM: Reference for new members; interest in the breed
 - LL was contacted via text/phone asking for a code. Used # from AKC Marketplace Ad. She checked online and found it was a scam. LL will send information to alert members of the scam.
 - Suggest removing phone numbers from RTCA webpage.
 - JB had asked JED & Mentors if they wanted their phone numbers listed and all agreed.
- Calendar & Google account for the BOD
 - CH: open Google account for calendar
 - CM: not needed as MoneyMinder has calendar, just needs to be filled out.
 - LL: MoneyMinder also has audio feature for meetings.
 - CM: Also has Audit function. Will research for items that can be used by the BOD.
- JB: Preservation of RTCA records: Minutes and Motions missing from March 2019. Motions missing Between June and July 2019 #'s 152, 153, 154, 155, 156. Any BOD members who were on the BOD at that time, have them in their records? If so, please provide them.

- JB: Previously discussed Receipts to be turned into Treasurer 30-60 day. To be discussed with Policy & Procedures Committee.

Next Meeting: April 7, 2021; 7:00 PM MST

Meeting Adjourned: 8:25 PM MST

Motion 2021-294: Motion to adjourn meeting.

Motion JB 2nd CM