



**The Scottish Terrier Club of America, Inc.  
Meeting of the Officers and Directors  
Tuesday, September 30, 2025  
Doubletree Hotel, Plymouth Meeting, PA**

**PRESENT:**

|   |                                  |   |                               |
|---|----------------------------------|---|-------------------------------|
| ✓ | Pam Williams, President          | X | Theresa Thomas, Corres. Sec.  |
| ✓ | Ann Davis, Vice President        | ✓ | Kathleen Dunleavy, Rec. Sec.  |
| ✓ | Steve Russell Treasurer          | ✓ | Helen Prince, AKC Delegate    |
| ✓ | Danica Burge, Class of 2025      | ✓ | Susan Jacobsen, Class of 2026 |
| ✓ | Christine O'Brien, Class of 2025 | ✓ | Jeff Jones, Class of 2026     |
| X | Suzanna Mackey, Class of 2025    | ✓ | Lisa Kincheloe, Class of 2026 |
| ✓ | Dee Smith, Class of 2025         | ✓ | Amy Pelle, Class of 2026      |

**ABSENT: Theresa Kay Thomas, Suzanna Mackey**

**GUESTS: Sheila-Faith Barry, Theresa Stewart (incoming Board members); Bob Gann, Robbie Adair (via Zoom); Whitney Shafer, Larae Shafer, Krissy Shafer Simmons (in person)**

**Welcome: Called to order at 8:35 AM ET**

**Pam Williams**

- Pam Williams stated that there would be a 2PM ET Zoom call with Bob Gann and Robbie Adair for a STCA website update. Whitney Shafer, Larae Shafer and Krissy Shafer Simmons requested to address the Board at 11AM ET to discuss an issue with the Lloyd Trophy.
- Pam announced that Amy Pelle will begin her new role as Corresponding Secretary today in the absence of Theresa Thomas.

**Report of the Secretaries  
Recording**

**Kathleen Dunleavy**

**Motion: To excuse the absence of Theresa Kay Thomas CO'Brien moved and JJones seconded. Approved unanimously.**

**Motion: To not excuse the absence of Suzanna Mackey HPrince moved and CO'Brien seconded. Approved unanimously.**

**Motion: To approve the minutes from the August 20, 2025, Board meeting Regular Session. JJones moved and SRussell seconded. Passed unanimously.**

## Corresponding

Amy Pelle

- Amy Pelle reported that she's received requests for specialties from the following regional clubs:
  - STC of Chicago requests its designated specialty on Saturday, June 13, 2026, with Judges Peggy Browne and Nancy Eilks; additional specialty on Sunday, June 14, 2026.

**Motion: To approve the STC of Chicago's request for a designated specialty on Saturday, June 13, 2026, and an additional specialty on Sunday, June 14, 2026. HPrince moved/CO'Brien seconded. Passed unanimously.**

- STC of Greater New York requests its designated specialty on Friday, May 1, 2026, as part of the Garden State Terrier Show.

**Motion: To approve the STC of Greater New York's request for a designated specialty show on Friday, May 1, 2026. KDunleavy moved/ DSmith seconded. Passed Unanimously.**

- San Francisco Bay STC requests its designated specialty on the third weekend of October 2026 as part of the Del Valle Kennel Club show. Final date and judge to be determined.

**Motion: To approve the San Francisco STC's request for a designated specialty show on the third weekend of October 2026. ADavis moved/CO'Brien seconded.**

- Amy Pelle stated that she had not received specialty applications from the following regional clubs: Greater Atlanta, Greater Dallas, Greater Dayton, Northern Ohio, Greater Houston, Greater Pittsburgh, Piedmont and Greater Denver.
- Amy announced that Dana Johnston of the STC of New England submitted a request for a \$500 grant for expenses related to a Stud Dog Social on May 29, 2026. The club requested the grant to assist with costs for a tent, tables and audio for the Stud Dog event.

**Motion: To approve the STC of New England's request for a \$500 grant for their Stud Dog event on May 29, 2026. JJones moved/KDunleavy seconded. Passed Unanimously.**

- Amy\_Pelle reported that Trustees Joseph Kinnarney, Beth Firulli, and Helen Prince, Secretary, have asked to continue their roles within the Health Trust Fund. Marcia Dawson has recommended their continuation in office.

**Motion: To approve the re-election of Joseph Kinnarney, Beth Firulli and Helen Prince in their roles at the Health Trust Fund. CO'Brien moved/DSmith seconded. Passed unanimously**

**Motion: To re-arrange the Board Meeting agenda. SJacobsen moved/SRussell seconded. Passed Unanimously**

## Treasurer's Report to Board October 2025

Steve Russell

### **Financial Reports (October)**

I have closed the books for the month of October, reconciled the accounts, and produced the STCA Statement of Financial Position (Balance Sheet) and Statement of Financial Activities (Profit & Loss) for the month and year-to-date. The reports have been attached, posted to the Board list, and uploaded to the STCA website.

The Club benefitted this month from Montgomery 2025 and related income. In the month of October, there was a **Net Income gain of \$12,322** which reduced the total **YTD Net Income loss to -\$28,988**. The Club's **Balance Sheet Net Assets now stand at \$471,421**.

Listed below are the accounts with income and expense over ~\$500 this month.

#### Income

\$ 5,287 – Shop (Montgomery retail sales)  
 \$ 4,792 – Investments (Interest)  
 \$ 3,406 – Montgomery 2025 (includes Auction \$2,261, MB-F, vendors, etc.)  
 \$ 3,250 – Bagpiper (Ads, BP#4 partial)  
 \$ 2,436 – Dues 2026

#### Expense

**-\$ 4,365** - Montgomery 2025 (shows)  
**-\$ 1,204** - Insurance (Officers & Directors Liability)  
**-\$ 500** - Regional Clubs (STCNE Stud Dog Grant)

Notes:

- **Annual Report** - Delivered the Treasurer's Annual Report at the Banquet. Noted the Club's operating loss over the last 2+ years. Factors include Bagpiper & Specialties.
- **Montgomery 2025** - Listed below are preliminary financials for Montgomery 2025. There was a loss on the show, but it was mostly covered by Shop sales. Settlement is still pending with MCKC.

|                   |                  |
|-------------------|------------------|
| Income            | \$17,512         |
| <b>Expense</b>    | <b>-\$23,252</b> |
| <b>Net Loss</b>   | <b>-\$ 5,740</b> |
| <b>Shoppe</b>     | <b>\$ 5,287</b>  |
| <b>Total Loss</b> | <b>-\$ 453</b>   |

- **Membership Renewal** – Started 2026 Dues collection at Montgomery. Theresa Stewart mailed membership renewal notices to the members by October 31. The new website was not ready on time to take Dues, so we're reverting to the prior method on the existing site. There will be a short lag until that is up.
- **AKC** – Paid annual dues for Club #841.

#### Old Business

##### Montgomery 2025 Task List

**Ann Davis**

- Ann Davis reviewed the 2025 Montgomery Task List with the Board and finalized all plans and assignments for the weekend's activities.
- Steve Russell stated that a deposit check was paid to the Hyatt House, Allentown, PA as the Montgomery 2026 host hotel.

##### Rotating 2026

**Susan Jacobsen/Christine O'Brien**

- Susan Jacobsen stated that October 23, 2025, is the deadline for the Rotating Specialty premium list.
- Susan and Christine reviewed choices for the 2026 Rotating trophies from selected vendors Sarah England and Cheryl James. The estimated budget (without shipping) is \$1,530.

**Motion: To approved estimated trophy pricing of \$1,530 (without shipping) for the 2026 Rotating Specialty. HPrince moved/DSmith seconded. Passed unanimously**

- 2026 Rotating Specialty Information Packet – Pam Williams to finalize details with the Heart of America club for the STCA website.

## New Business

### Awards SOP & Tally Program Impact

Pam Williams

- Pam Williams stated that the upcoming STCA Tally program is designed to be automated. The design cost is \$6,000 - \$7,000 and the reports will be compiled from AKC statistics.
- Pam reviewed the current SOP for Annual Awards and Trophies Description with the Board Members. Topics reviewed included:
  - "Owners & Co-Owners" All owners and co-owners must be STCA members in good standing refers to owners and co-owners who are paying membership dues to the STCA. The AKC requires written notification of a change in ownership or removal of an owner's or co-owner's name due to death of the owner or co-owner.
  - The upcoming STCA Tally program will require a reconciliation of change of ownership for a particular dog. There was discussion about results reports for Awards and instances where non-members and deceased STCA members were listed as owners or co-owners that were under consideration for an award.
  - Awards Criteria – Suzanna Mackey contacted some STCA members to verify the identity of some owners and co-owners listed for a dog under consideration for an award. There was discussion about the ownership of a dog in consideration for the Lloyd Award and #3 criteria for the award which states "Points are earned by the dog and not the owners, so a change of ownership will not affect a dog's standing if all owners and co-owners are members in good standing at the time any award points are earned". An owner was added to the owner list for the dog in the Lloyd instance. It was determined that the owner became an STCA member before they were added to the list of owners. The Board decided that there was no conflict with the addition of this owner since it occurred after they became an STCA member. The Board agreed that a footnote to #3 of the Lloyd criteria may be needed to further clarify this criterion.
  - GCHP Woburn Barbary Iron Man Award – Steve Russell asked that item #3 be changed to a personalized tray or trophy instead of Wendell August item.
  - Alchemy Bred by Exhibitor Award – offered by Russ, Mary Lou, Mary (Clamp) and William Somma. Award sponsors include non-members and discussion ensued about contact information for non-members, if needed, regarding the award. Decision was to ask Award sponsors who are STCA members for contact information for any non-member sponsors. Updated contact information should be reviewed yearly by the Awards chair. If STCA member sponsor is deceased, then non-member sponsor is contacted by Awards chair for disposition of the award. The award is made available for other sponsors if there is no response within 30 days of contacting the non-member sponsor.
  - The Deblin's Back Talk Memorial Specialty Award – sponsored by Deborah A. Brookes, Joel Goldberg and Linda L. Orsborn – there are a limited number of custom trophies remaining for this annual award. When they are depleted, the award will be available for new sponsorship.
  - R-Starr Memorial Sweepstakes Trophy – Danica Burge advised that her last name should be changed to "Burge" from "Garside" for this award. She added that Patricia Bartlett should no longer be listed as an awards sponsor.
  - The T. Allen Kirk Award – There will be a new physical award which will be awarded for the first time in 2025. Formerly the Ram Tree Award sponsored by Bill Berry.
  - STCA Versatility Awards will now include an award for Superior Performance Scottish Terrier II and Superior Performance Scottish Terrier III.
  - Harrop Award for Highest Scoring Companion Dog – Faith Harrop has passed away and there is a need for a new sponsor. Pam Williams contacted Linda White to ask if anyone in Performance wants to sponsor the award. Christine O'Brien suggested that the Award be advertised to all STCA members if an STCA Performance member does not want to sponsor it.
  - Barn Hunt Award – will now be sponsored by Lynne Berry.
  - Dromore West Therapy Dog Award – Kathleen Dunleavy, award sponsor, stated that she is changing the award parameters to "At least one owner of the dog/bitch must be a

member in good standing of the Scottish Terrier Club of America” from “The owner of the dog/bitch must be a member in good standing of the Scottish Terrier Club of America”.

**Motion: To accept additions, deletions and changes to the Annual Awards and Trophies SOP. HPrince moved/APelle seconded. Passed Unanimously.**

#### **Lloyd Awards Criteria**

**Larae & Whitney Shafer, Krissy Shafer Simmons**

- As Awards Chair, Suzanna Mackey was absent, Pam Williams led the discussion with the Shafers. Pam thanked Larae and Whitney Shafer and Krissy Shafer Simmons for meeting with the Board in person to discuss the criteria for awarding points for the Lloyd Award. Pam reviewed the Board's earlier discussion about dog ownership and the Lloyd award wording. Pam told the three guests that the question had been about when the new owner was added. Krissy provided that information and because their owner, Paolo Malvar, was added as an owner after he became an STCA member, there is no ownership issue with their dog competing for the Lloyd trophy. After discussion, the matter was resolved to everyone's satisfaction.

**Motion: To enter Executive Session at 11:32AM to the Annual Awards, particularly, the Lloyd award DSmith moved/CO'Brien seconded. Passed Unanimously.**

**Motion: To leave Executive session at 12:30PM DSmith moved/JJones seconded. Passed Unanimously.**

#### **25/50 Year Pins**

**Helen Prince**

- Helen Prince stated that she has 36 twenty-five-year pins with a cubic zirconia. The cost of the fifty-year pins has increased to \$75.00 each due to its gold wash. Helen has 13 Silver Service Medallions.
- A member contacted STCA about a damaged fifty-year pin that she received 5 years ago. The STCA Board decided that it was not responsible to provide a replacement pin.

**Motion: To establish that the STCA is not responsible for the replacement of any damaged or lost membership pins after 1 year of issuance. HPrince moved/KDunleavy seconded. Passed Unanimously.**

#### **Breeder Education Committee & Proposal**

**Pam Williams**

- Pam Williams presented a proposal for a Breeder Information Program that Sheila-Faith Barry has outlined as part of the STCA Breeder Education Committee.
- The format is that a group of respected breeders would provide an explanation of the standard. Each breeder “guide” would cover the aspects of their section in a real-time Zoom format, using example dogs and other tools of their choice. Topics include Head; Neck, topline and body; Forequarters; Hindquarters; Coat, color and General Appearance; Gait, and Temperament; and Preparing for the Show Ring. A question-and-answer session can be included at the end of each session. The proposed timeline would be one session every 3-4 months. Time allotted would be 60-75 minutes. The STCA's Zoom account could be used and recordings posted on Facebook and Instagram accounts. Sessions will be advertised on Facebook, Instagram and the STCA website.
- Sheila-Faith Barry commented that the information program should create a way to focus on Scottie standards by splitting up the standards such as Head Piece, Movement Coat Prep, Showmanship, and make available to all STCA members. Pam Williams added that she has already contacted a few breeders on relevant topics for their interest. How to Analyze a Pedigree was another topic mentioned for the breeder education series. Danica Burge suggested consistency in the naming of the series recordings to make it easier to do a search. Danica also suggested that the presenters should wear Amazon clip-on microphones.

- This would not conflict with the Breeder history/biographic interviews that Danica has been conducting.

### **Judges Selection Committee SOP**

**Susan Jacobsen**

- Susan Jacobsen reviewed the process for the development of the Judges Selection Committee SOP. The committee had five members: Helen Prince, Julie Hill, Charlie Gann, Ellen Avery and Susan Jacobsen. The committee drafted an SOP for use by future Judge Selection committees to make recommendations to the STCA Board for judges for STCA shows, including Montgomery and the Rotating Specialty. The committee reviewed a list of proposed judges and selected judges that met criteria for judging assignments at STCA shows. Some of the judges were submitted by STCA members using a QR code. The judges' lists prioritize those with terrier judging experience, especially with Scottish Terriers. The lists proposed by the Committee pertain to the 2028 MCKC show, Independent Parent Club Specialty and the MCKC Sweepstakes. Judge suggestions for the 2027 and 2028 Rotating shows will be proposed when a date and location are selected for these shows.
- Comments on the Judges Select Committee included (in bold):
  - #3 – Requests for names of prospective judges will be sent to the STCA membership via: Membership Renewal forms sent by *October 31<sup>st</sup>*.
  - Deadlines for suggested judges: 1. Rotating Specialty will be January 30<sup>th</sup> or *as to be TBD*
  - Judge selection may be licensed AKC judge that is interested in picking up the Scottish Terrier breed.
- Helen Prince to make updates to the SOP based on Board comments.

**Motion: To accept the Judges Selection Committee SOP with changes. CO'Brien moved/DBurge seconded. Passed unanimously.**

### **STCA Website and Tallies Report/Review**

**Bob Gann/Robbie Adair,  
Media-A-Team**

- Bob Gann and Robbie Adair provided an update of the website re-design project.
  - Plan is to design a website which will reduce website volunteer "burnout" which is typical with non-profits.
  - Website will have color scheme/tartan consistent with current color palette using global colors and a global font.
  - STCA website home page is not in final form; incomplete.
  - Pedigree database is transitioning to new color scheme
  - Website will have more white space, and a more modern, USA map with regional club information.
  - Website will feature a location for video podcasts.
  - Calendar of Events will list "Events of Note" and an "Events Form" for Regional Club completion – will be reviewed and approved by a system administrator.
  - STCA Shop – can offer coupons, payment method will be linked to PayPal, buyer can use PayPal or credit card.
  - Available Scottish Terrier page: easier process for STCA breeder members – submit only litter information, not personal demographic information.
  - Available Puppies – Litter owner can turn off availability of puppies
  - Regional Clubs - ability to edit their club information after log-in permission.
  - Tally/Awards - will contain dashboards for AKC Titles and STCA awards
  - STCA Online Membership List –
    - Members will be able to update their contact information online.
    - Roster can be exported for reporting purposes/mailings
    - Dues will be easier to be made online and easier to track without an excel spreadsheet.
    - Will send membership renewal emails to STCA members

- STCA Members must re-establish a username and password to access Member Only section of website.

**To enter Executive Session at 1:45PM to discuss future judging assignments. KDunleavy moved/HPrince seconded. Passed Unanimously**

**To leave Executive Session at 2:45 PM HPrince moved/Dunleavy seconded. Passed Unanimously**

## **Nominating Committee SOP**

**Pam Williams**

- Pam Williams reviewed the Nominating Committee SOP with the Board and below are the new and suggested edits in italics:
  - #7 – Highlighted portion – *“In the event that a member of the nominating committee should volunteer and/or become a candidate for any open position being considered, that individual will recuse themselves from the nominating committee. At that point, an alternate member of the committee shall be moved up into the full committee member position for selection and voting purposes.*
  - #8 – Insert – *“Thereafter, all nominees should be contacted in writing by certified mail with return receipt or by email to a specific email address for that individual.....The biographical sketches should focus on contributions to the club, breed and dog community.*
  - P.3, #7 – Insert – *As well as any particular skills needed to be effective in the role (i.e. Excel, PowerPoint, web technology, Finance, etc.)*
  - P. 5 #1 – Insert- *Winter Board Meeting-Election and notification of the Committee for the STCA Board; announcement to membership of Committee members via publication on the STCA website, social media, Newsletter and/or the Bagpiper, if deadline is met.*
  - P. 5 #9 – Insert – *November – Petition for Service posted on STCA website and mailed by STCA Treasurer to all STCA Members in Dues Packet.*
  - P. 6 #5 C – Insert – *The Nominating Committee should evaluate whether any particular skills may be needed (i.e. finance, technology, marketing, etc.) in their deliberations and recommendations.*
  - P. 6 #4 – Delete – *It is suggested that no member serve on the Board longer than ten (10) consecutive years or sixteen (16) cumulative years.*
  - P. 12 – Highlighted portion – *Standard Biography Data Form – Any other information you feel will enhance your ability to serve as an officer or director or AKC Delegate (No more than 50 words; focus on contributions to the club, sport, breed and not personal win records.)*

**Motion: To accept changes to the Nominating Committee SOP document. ADavis moved/APelle seconded. Passed Unanimously**

## **Rotating 2027 & Rotating SOP**

**Pam Williams**

- Rotating 2027 – Pam Williams reported that one club has said maybe to hosting in 2027 but if they take too long to decide we may need to take alternative action. Sheila-Faith Barry added that maybe two clubs could cooperate to host the Rotating. Discussion ensued about whether we need a formal dinner at the Rotating, is a Rotating necessary. Helen Prince stated that the regional club should provide an answer to the STCA by November 2025.
- Dee Smith presented the revised SOP for the Rotating Show which documents roles and responsibilities for both the STCA and the host regional club for a successful rotating show. Sections include:
  - Eligibility Requirements for Hosting
  - Procedures Required When Filing of Application
  - Formal Proposal Submission
  - Host Club Financial Arrangements and Obligations
  - Judge Information and Arrangements

- Host Club Show Chair Responsibilities
- Local Hospitality Chair Responsibilities
- Local Advertising and Publicity Chairperson Responsibility
- Responsibilities of the Local Trophy Chairperson
- Master Checklist
- Sample Letter to Host Clubs

Regional Clubs hosting a Rotating Specialty will be required to sign-off on the SOP to understand their role and responsibilities with hosting a Rotating show.

- Dee Smith suggested that it may be time for the STCA to make a change as to what the Rotating Specialty means for STCA members and the Club. He noted that there has been a consistent decrease in entries in the past few years. Dee suggested that we consider hosting the Rotating in one location, such as Purina Farms, on a consistent date each year so that exhibitors can make plans to attend. Different regional clubs, perhaps two at a time, could share in the hosting responsibilities. He added that Purina Farms is a good location because it is in the Central USA and, it is a relatively low-cost choice for exhibitors and the STCA. Jeff Jones mentioned that this change may be feasible to investigate once the all-breed club calendars stabilize. It would result in better planning for the STCA, our members and exhibitors.

**Motion: To adjourn the meeting at 4 PM. HPrince moved and APelle seconded. Passed Unanimously.**

Respectfully Submitted – Kathleen Dunleavy, Recording Secretary

12/17/2025 FINAL

#### **Future Meetings**

**Wednesday, October 15, 2025, via Zoom**  
**Wednesday, November 19, 2025, 8:30PM ET via Zoom**  
**Wednesday, December 17, 2025, 8:30PM ET via Zoom**