



**The Scottish Terrier Club of America, Inc.  
Meeting of the Officers and Directors  
March 20, 2024  
Via Zoom**

**PRESENT:**

✓	Pam Williams, President	✓	Theresa Thomas, Corres. Sec.
✓	Ann Davis, Vice President	✓	Kathleen Dunleavy, Rec. Sec.
✓	Mark LaBonte, Treasurer	✓	Helen Prince, AKC Delegate
✓	Ellen Avery, Class of 2024	✓	Danica Burge, Class of 2025
✓	Lisa Hills, Class of 2024	✓	Suzanna Mackey, Class of 2025
✓	Jeff Jones, Class of 2024	✓	Christine O'Brien, Class of 2025
✓	Amy Pelle, Class of 2024	✓	Dee Smith, Class of 2025

**ABSENT: None**

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

Pam Williams

**Report of the Secretaries  
Recording**

Kathleen Dunleavy

- Kathleen Dunleavy presented the February 21, 2024 Regular and Executive Session BOD Meeting Minutes for approval

**Motion: To approve the minutes of the February 21, 2024, BOD Director Regular Meeting and the February 21, 2024 BOD Executive Session. HPrince moved and EAvery seconded. Passed unanimously.**

- Kathleen stated that she has received all hard copy new member ballots from Board members. Kathleen will be working with Helen Prince on the mailing of the Bylaws changes and vote from STCA members.

**Corresponding**

Theresa Kay Thomas

- Theresa reported that Larae Shafer, the Nominating Committee chair, was sent one application for a BOD position.

**Report of the Treasurer**

Mark LaBonte

March 20, 2024  
Treasurer's Report to Board February 2024  
Financial Reports

Attached are the Statements of Financial Position (Balance Sheet) and Statements of Financial Activities (Profit & Loss) for the month and year-to-date along with a Class report.

The Club recorded Net Income of \$2,976 for February and \$10,875 year to date. The profit was generated from Bagpiper revenues, 2024 rotating activities and shoppe sales. The Club's Net Assets at February 29, 2024 were \$530,877. Cash balances in checking and savings which provides cash for operations were \$49,093 excluding certificates of deposit.

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

Income

\$ 3,830 – Bagpiper 2024#1 (Regular Ads, Business and Stud dog ads)

\$ 1,170 – Shoppe sales (combined grooming manuals and videos)

Expense

-\$ 661 – Rosters, printing of addendum

-\$ 619 – Bagpiper 2023#4 (postage and mailing)

-\$ 500 – CPA deposit for By-Law changes

Other Activities:

Rotating –Reservations are being received for rotating hospitality; more information will be available at April meeting but a little over \$1,000 had been received as of 2/29/24.

Audit Committee – The SOP for the Treasurer's position requires an audit be performed on the books when there is a transfer in the Treasurer's position. Theresa Stewart has agreed to Chair the committee and we are putting two other people on the committee to perform this audit which we hope to have completed no later than April 30, 2024.

Fundraising Facebook – Facebook online auction generated a profit of \$1,000 however I am still pending receipt of check which was mailed to me on Monday. There was a second auction which I am still waiting for proceeds as well. Several STCA members have won auction items so this seems to be very popular.

Fundraising MCKC – I have spoken with Theresa Stewart regarding a potential fundraiser at MCKC similar to the 2023 Scottie auction. We have decided to move forward with the dog house concept since there is no initial cost to the club. Artists would purchase materials based on established guidelines. We hope to gauge interest from artists to have actual concepts in place by April so that we can market these items well in advance of MCKC. If successful, we would take steps to bring bidders online via Facebook (TBD) with shipping charges the only cost to the club.

Mark LaBonte reported that Theresa Stewart will be chair of the STCA Audit Committee and is seeking new members for the Committee. Theresa Stewart will send the Audit Committee SOP to Kaitlin Ambrogio and Pam Singleton for their review as the Audit Committee members. Committee activities are scheduled to start in April 2024.

Mark reported that Kathy Knoles of Small Dog Club Helpers has conducted two auctions on STCA's behalf netting \$1,000 for STCA. There are plans for 2-3 future auctions before Montgomery weekend.

**Motion: To proceed with the initial planning and contacting potential artists for the Scottie Dog Houses fundraising project Moved: HPrince Seconded: APelle. Passed Unanimously**

Mark reported that the STCA has a \$80,000 CD maturing in April 2024. The addition of that CD will result in \$120,000 in cash on hand for the STCA. Mark suggested that the Board should give consideration to establishing a Finance Committee to discuss use of excess funds.

**Old Business**

**Motion: To enter Executive Session at 9:05PM to discuss the 2025 Rotating Specialty Moved HPrince Seconded LHills Passed Unanimously**

**Motion: To leave Executive Session at 9:35PM DSmith moved and JJones seconded Passed Unanimously**

## Rotating Specialty 2025

Pam Williams

There was extensive discussion about the status of the Scottish Terrier Club of California's proposal to host the 2025 Rotating Specialty in Ventura, CA.

**Motion: To send a letter to the Scottish Terrier Club of California to inform them of the STCA Board's unanimous decision to rescind its invitation to the STCC to host the 2025 Rotating Specialty. HPrince moved and MLaBonte seconded. Passed Unanimously**

## Top 20 Chair

- This agenda item is tabled until the May 16, 2024 Board meeting.

## Handbook 2025

Pam Williams

- Pam Williams stated that she will chair the STCA Handbook 2025 committee with members Amy Collini (performance editor), Vandra Huber (editor), Muriel Lee (historical items editor), and Kari Hill (advertising sales).
- Historical information will be able to be submitted using an on-line form on the STCA.biz website.
- Mark LaBonte stated that the Jett Jackson grant can be a funding source for the Handbook.

**Motion: To set the advertising rates for the 2025 STCA Handbook at \$150 for a Black/White page and \$300 for a color page. HPrince moved and JJones seconded Passed Unanimously**

## Stud Dog Social SOP

Lisa Hills

- Lisa Hills reviewed the proposed STCA Stud Dog Social Standard Operating Procedure (SOP). The SOP consists of an educational component, an examination of the Stud dogs, and information about each stud dog. The possibility of a grant for regional club sponsoring a stud dog social was discussed. The Chicago club received a \$500 grant from the STCA for sponsoring the first-ever Stud Dog Social event. Helen Prince stated that a grant should be considered since grants are offered by the Health Trust for bladder screenings and DNA blood draws. Mark LaBonte suggested that there be a STCA Board Liaison as a resource for any regional club sponsoring a Stud Dog Social. Danica stated that a Stud Dog event should include all elements such as educational, examination and panel discussion consistent with the SOP. The Stud Dog Social committee comprised of members Beth Hernandez, Marcia Dawson, Cindy Cook and Lisa Hills. One or more of these members might serve as resources to any regional club considering a Stud Dog Social.

**Motion: To accept the Stud Dog Social SOP with later consideration for an STCA grant to Stud Dog Social sponsoring regional clubs. JJones moved and APelle seconded. Passed Unanimously**

## Membership SOP

Lisa Hills

- Lisa Hills reviewed the updates to the STCA Membership Standard Operating Procedure (SOP). The changes include:
  - There will be no initiation fee for Junior Membership applications if there is already a parent membership. The initiation fee for Junior Membership for a non-member shall be set by the board along with Single and Family initiation fees.
  - The waiting period for voting on a new member application after publication in the Bagpiper has been reduced from eight weeks to four weeks.
  - Membership chair address has been changed to Lisa Hills' address.

- Addition to the Code of Ethics “Make every effort to satisfy the testing requirements established by the STCA and the Health Trust fund to enter breeding stock into the OFA/CHIC (Canine Health Information Center) Registry”.
- Addition to Code of Ethics “Treat all present, including competitors, judges, officials, spectators, internet forums, lists, and other social media with respect and courtesy. This includes respect for property; show sites, event centers, and hotels”.
- Addition to Code of Ethics “Never misrepresent or fail to disclose known hereditary defects of other health and physical condition of any stock offered for sale or breeding purposes.”
- The Recording Secretary will add the names and demographic information to the Membership roster listing (Excel) and will store the hard copy membership applications of any approved new members which are sent by the Membership chair.

### **Honorary Membership**

Lisa Hills

- Lisa Hills reviewed the updates to the Honorary Membership Standard Operating Procedure (SOP). The changes include:
  - Only living members or persons can be offered Honorary membership in the STCA.
  - 50 Year STCA members are automatically eligible for Honorary membership but they do need to confirm that they will be giving up voting rights.
  - The STCA corresponding secretary contacts candidates nominated for honorary membership and confirms that they will be non-voting STCA members if they accept honorary membership.
  - Deadline for Honorary Membership nominations is 15 days before the STCA National Rotating Board meeting or as set by the STCA Board.
  - The vote for Honorary Membership will occur by a secret ballot at a face-to-face meeting prior to the annual fall meeting and at the same time as the vote for the annual service awards.

**Motion: To accept the STCA Membership SOP and the Honorary Membership SOP, as presented. DBurge moved and EAvery accepted.**

- Lisa Hills stated that she will be sending out the next round of new member applications that will be published in the upcoming Bagpiper for a vote in April.

### **Constitution and Bylaws**

Helen Prince

- Helen Prince stated that she is coordinating the printing and mailing of the vote for the changes to the Constitution and By-laws with Kathleen Dunleavy, Recording Secretary. The packets will be mailed to each member by April 1, 2024.

### **Judges Seminar Institute**

Pam Williams

- Pam Williams asked the Board to consider establishing a budget item for the 2025 Judges Seminar Institute to reimburse Kathi Brown for travel and miscellaneous printing and shipping expenses.

**Motion: To add \$750 to the 2025 budget for reimbursement of travel and miscellaneous expenses for the Judges Seminar Institute. MLaBonte moved and LHills seconded. Passed Unanimously**

### **RTF Request**

Pam Williams

- Pam Williams stated that she received a request from Erica Cerny for a supplemental reimbursement of \$2,000-\$3,000 for medical care of a puppy whose care cost \$23,000. This dog was an adopted rescue with an undiscovered health issue and his prognosis, after treatment, is

good. The owners have already received the limit for RTF reimbursement for medical care. The supplemental reimbursement will come from RTF funds.

**Motion: To grant the request for a reimbursement of \$3,000 for the puppy's medical care from RTF funds. HPrince moved and MLaBonte seconded. Passed unanimously.**

**Motion to Enter Executive Session at 10:10PM to discuss an Insurance Matter MLaBonte moved and LHills seconded Passed Unanimously**

**Motion to leave Executive Session at 10:15PM HPrince moved and LHills seconded. Passed Unanimously**

**Committee Reports**

Theresa Kay Thomas

Theresa will be requesting STCA Board and Board Liaison Committee reports on April 1<sup>st</sup> with a return date of May 1, 2024 to Theresa.

**Motion: To Adjourn the meeting at 10:45 PM ET Moved by MLaBonte and seconded by DSmith.**

Respectfully Submitted – Kathleen Dunleavy, Recording Secretary  
April 3, 2024 Approved

**April meeting – Wednesday, April 17, 2024, 8:30PM ET via Zoom**

**May meeting- Thursday, May 16, 2024 8:30AM-5PM at the Rotating Specialty  
Ocala, FL In-person meeting.**