



The Scottish Terrier Club of America, Inc.
Meeting of the Officers and Directors
May 16, 2024
Spring Meeting at STCA Rotating Specialty
Ocala, FL

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 | X | 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: Suzanna Mackey

GUESTS: None

Welcome: Called to order at 8:35 AM ET

Pam Williams

Pam Williams welcomed all to the meeting despite some travel difficulties. She announced that the STCTB will be setting up for their Specialty today. Pam asked Board members to assist the STC of Tampa Bay wherever needed.

Motion: To excuse the absence of Suzanna Mackey HPrince moved and APelle seconded. Passed unanimously

Report of the Secretaries
Recording

Kathleen Dunleavy

- Kathleen Dunleavy presented the minutes of the April 17, 2024, meeting for approval. There were no revisions to the minutes from Board members.

Motion: To approve the minutes of the April 17, 2024, meeting minutes MLaBonte moved and DBurge seconded

- Kathleen reported that the Roster Addendum was mailed to all STCA members on Monday, May 13, 2024. The previous roster was missing member information, especially for foreign members and a few US members. Kathleen will send extra copies of the roster addendum to Theresa Kay Thomas, Corresponding Secretary, for her mailings to new members.

- Kathleen read the report of the STCA Nominating Committee from Chair, Larae Shafer. The report listed a 2025-2026 ballot of STCA Officers and Directors, submitted by the Nominating Committee.

President: Pam Williams

Vice President: Ann Davis

Corresponding Secretary: Theresa Kay Thomas

Recording Secretary: Kathleen Dunleavy

Treasurer: Mark LaBonte

AKC Delegate: Helen Prince

Directors – Class of 2025 (not up for vote)

Danica Burge-Garside

Suzanna Mackey

Christine O'Brien

Dee Smith

Directors – Class of 2026

Jeffery Jones

Amy Pelle

Susan Jacobsen

Lisa Kincheloe

Kathleen distributed the biographies of the slate of candidates for the 2025-2026 STCA Officers and Directors. Pam Williams reported that there were some deviations from the Nominating Committee SOP this year and the nominating process could be improved by adhering to the SOP. Some efficiencies should be realized if the Bylaw changes are approved by membership and electronic communication can be used. Kathleen will send a mailing of the 2025-2026 slate and a cover letter to all STCA members postmarked by June 1, 2024.

Motion: To accept the report of the Nominating Committee of the 2025-2026 slate of Officers and Directors. JJones moved and HPrince seconded. Passed unanimously

Corresponding Secretary

Theresa Kay Thomas

- Theresa announced that Suzanna Mackey, Awards Chair, received two nominations for the Silver Service award. There were no nominations received for the Good Sportsmanship award.

Motion: To enter Executive Session at 8:55AM to discuss nominations for the Silver Service award. LHills moved and TKThomas seconded. Passed Unanimously.

Motion: To leave Executive Session at 9:15AM. LHills moved and DSmith seconded. Passed unanimously

Treasurer's Report

Mark LaBonte

- Financial Reports

The Club recorded a **Net Loss of \$9,009 for April and Net Income of \$2,611 year to date.** The loss was comprised of activities from the Bagpiper \$11,671, Awards \$4,134 and small losses from Committees and Shoppe activities; this was offset by net income from Rotating, Investment Income and Montgomery activities. **The Club's Net Assets on April 30, 2024, were \$522,613.** Cash balances in checking and savings which provides cash for operations was \$122,983 excluding certificates of deposit. Listed below are the accounts with income and expenses over ~\$500 this month.

Income

\$ 5,350 – Rotating activities – hospitality

\$ 3,879 – Interest income on investments

\$ 1,200 – Independent Parent Specialty (Facebook auction items)

\$ 740 – Bagpiper advertising

Expense

-\$ 12,576 – Bagpiper (2023 Issue 4 \$7,944 and 2024 Issue 1 \$4,632)

-\$ 4,134 – Awards (25-year service pins and BBE Medallions)

-\$ 1,504 – Rotating (Electricity \$713 and ring setup \$791)

-\$ 971 – Shoppe – purchase of new inventory

Other Activities:

- **Rotating** –Reservations were cut off May 1, 2024; 109 dinner reservations received for Tampa Bay and 94 for STCA dinner; Tampa Bay has done some excellent networking and marketing of the event so Board members should observe and discuss their methods and processes so we can try to emulate this with other regional clubs. Lisa Hills stated that individual Board members should thank STCTB members for their efforts including their inclusion of Scottie rescue in their event.
- **Audit Committee** – Committee has been appointed (Theresa Stewart, Chair, Kaitlin Ambrogio and Pam Singleton, members). I have responded to requests but currently on holding pattern due to Committee Chair – aiming to complete it no later than May 2024.
- **Fundraising Facebook** – Facebook online auction generated net donations of \$1,200 which was deposited in April into the bank account. The goal was to raise \$2,500 towards the IPS and they had a 3rd fundraiser agility tunnel with sandbags on 4/7/24. Will follow up with Kathy Knoles.
- **Fundraising MCKC** – The fundraising flyer was posted to STCA Facebook and forwarded to Danica for posting to other social media sites. There has not been a lot of interest generated but will follow-up.
- **Investments** – A CD in the amount of \$80,000 matured in early April. Funds were reinvested into a Money Market account earning 5% interest and balance at 4/30/24 was \$101,137.74.

2024 STCA Budget Discussion

- Mark presented the 2024 STCA budget which is based on a predictive model. Mark reviewed all line items based on 2023 history and current events to complete the budget. He adjusted for inflation.
- Mark reported that the STCA is slow in receiving some income from dog shows and other performance activities which causes uneven reporting of financial activity.
- Mark asked about the usefulness of the ‘Class’ report which reports income and expenses by STCA activities. Pam Williams suggested that it be included as a Board report twice a year, at the Rotating and Montgomery meetings. Each Bagpiper includes a Balance Sheet and the monthly Treasurer’s report to the Board is included in published Board minutes.
- Regional Club Grants – Lisa Hills observed that the STCA allots two \$500 educational grants to its regional clubs which she does not think is a sufficient reflection of regional club activity. Danica Burge mentioned that the two grants may not incentivize regional clubs to pursue outreach and activities. Will revisit education grants during the regional club discussion.
- Jeff Jones reported that an average of five STCA Grooming manuals (including thumb drives) are ordered monthly. He will follow-up with Lori Kelly about vendors and order more manuals and thumb drives to replenish inventory.
- Helen Prince stated that she has ordered twenty-five- and fifty-year award pins from a local Maryland jeweler that will be awarded at the Saturday night STCA banquet.
- Lisa Hills asked about profit from the STCA Shoppe. Mark replied that the three-year average is \$8,000 per year. Additional colors have been added to Shoppe items to increase sales.
- The budget for any website or tallying upgrades is currently \$10,000 which may change pending receipt of project proposals.

Motion: To approve the 2024 budget pending a change in the budget for the STCA Regional Club education grant. LHills moved and DSmith seconded. Passed unanimously.

Motion: To increase the allowance for the 2025 expenses for the Judge's Education Institute to \$1,000. LHills moved and HPrince seconded. Passed unanimously.

Old Business

2024 Montgomery Update

Ann Davis

- Ann Davis, STCA Vice President, is the Montgomery Show Chairman. Ann to contact Rau to finalize plans for plastic covering at host hotel for Sweepstakes and IPS shows.
- Advertising deadline for IPS, Sweepstakes and Montgomery catalogs is September 15, 2024.
- Wednesday, 10/22/2024 – Obedience & Rally trials, Palmyra, PA, Ann Davis needs to connect with Lynne Berry, chair. STCA has made a deposit for the event.
- Thursday, 10/3/24 Agility trials, Palmyra, PA – Linda White, chair – STCA needs to make final payment to them for the event.
- Thursday, 10/3/24 – Junior showmanship & IPS – paperwork for the Premiums has been sent to MB-F, Show Superintendent/Secretary. Helen Prince/Theresa Thomas to order ribbons for IPS and Sweeps.
- Helen Prince suggested that STCA notify members that the IPS Show Superintendent has changed to MB-F. Exhibitors will have to submit their IPS and Sweepstakes entries to MB-F.
- Barbara Casey is the IPS judge and will need transportation from the Philadelphia airport on Tuesday. Discussion about options, including using a car service, for Barbara Casey's travel from airport to hotel.
- Clifford Schultz will steward at the IPS on Thursday, October 3rd; Lisa Hills volunteered to steward for the 10/3/24 Sweepstakes.
- Ann Davis reported that the Hatboro show on Friday, October 4, 2024, is an STCA supported entry. Trophies will be embroidered towels. Danica will take them to the show for Thursday and Friday.
- Montgomery stewards – Clifford Schultz, Helen Prince and Dee Smith will serve as stewards on Sunday, October 6th.
- June 1, 2024 – Deadline for Montgomery trophy list (Rau rosettes in shadow boxes for top awards).
- Hospitality and STCA Shoppe Tent at Montgomery – Will need three tables for tent.
- Montgomery photographer – We need to remind the photographer what we require show photos in the ring and that they include the STCA logo in the photo. There was discussion about using a ramp for the photos. Helen Prince and Anne Davis will measure a ramp to evaluate its use as a table for show photos and also look for options for a drape for the ramp. This topic will be discussed further at a future board meeting when Helen and Ann present their findings.
- Non-Regular Classes (Brood Bitch, Stud Dog) – will occur after the conclusion of Best of Breed judging.
- Doubletree Hotel (host hotel)- Grooming area and show ring are in separate spaces. We will need 1-2 people to announce upcoming classes in the grooming room.
- Karen Campbell has requested vendor space at the Doubletree which may only be possible for one day due to space limitations outside the ballroom. There will be minimal space for the STCA Shoppe and for the Treasurer's table for annual dues paying, etc.
- Danica Burge suggested that there be a livestream of the IPS and Sweepstakes with a monitor in the grooming area so that exhibitors can view the show from the grooming area. Host hotel may have smart TV that can be used to stream the IPS and Sweepstakes.
- Kathleen Dunleavy to send list of deceased STCA members from 2023-2024 to Pam Williams. Pam Williams requested that Board members look for photos of these folks for display at the STCA banquet on Friday, October 4, 2024.

- Wednesday, October 2, 2024, Buffet Dinner at Doubletree Hotel – How much does the STCA want to underwrite the cost of the dinner for attendees? There was discussion about adding a post-dinner educational presentation on Thursday evening with dinner. Danica Burge suggested Breeder Education or STCA Club development. Helen Prince will follow up with Dr. Marcia Dawson from the STCA Health Trust for a post-dinner speaker.

2024 STCA Rotating Specialty – Tampa Bay STC

- Dee Smith stated that we will need to assist with some tasks for meals, etc. Pam Williams distributed a task list for Board members for the Rotating weekend and reviewed the assignments with the Board.

2025 STCA Rotating Specialty – STC of California

- Scheduled for the first weekend in April 2025
- Danica Burge reported that the STCC denied the SFBTC's request to host a specialty on the same weekend as the STCA Rotating Specialty.
- Host hotel has changed to Holiday Inn Express and Suites, Ventura, CA – STCC getting hotel contracts this week.
- STCC selecting Rotating Weekend theme and also, providing Montgomery banquet centerpieces
- Finalizing contract with Jack Bradshaw, show superintendent and Ventura County Fairgrounds, show venue and provider of security and housekeeping services.
- Mark LaBonte will send STCC the \$2,000 STCA grant to support Regional Clubs for hosting the Rotating Specialty.

Future STCA Rotating Specialties

- Theresa Kay Thomas sent letters to Northeast STCA regional clubs and the Michigan club to ask their interest in hosting the 2026 STCA Rotating Specialty.
- The future of the Top 20 event is uncertain because we do not have an Event Chairperson.

Constitution & Bylaws

- Helen Prince reported that Mark Todd, CPA is managing the ballot process and has received 300+ ballots to date. A few board members reported not receiving the bylaws ballot mailing.

Regional & Rotating Specialty Shows/ Parent & Regional Club SOP

Pam Williams

Pam Williams distributed the current STCA Parent and Regional Club SOPs and the proposed Regional Specialty Approval Process. A lengthy Board discussion ensued addressing the following topics:

- Pam plans to produce a Wrap Up edition specifically for Regional Clubs, published three times a year with STCA news, guidance and club development features.
- The proposal includes:
- Regional Clubs must send a permission request to Theresa Kay Thomas, Corresponding Secretary, by October 31st of the preceding year to add, change or request a specialty show in the following calendar year.
- Regional Clubs must send their Designated Specialty date and any additional specialty dates, in writing, to the STCA Corresponding Secretary by October 31st of the preceding year.
- If more than one Regional Club requests the same date or weekend for an additional specialty, consensus should be reached by both clubs regarding the date. If consensus is not possible, the date is assigned to the Regional Club that made the first request for the date.
- STCA Corresponding Secretary sends the official response to a Regional Club that requests to add an additional specialty show or change a designated or additional specialty show date. The correspondence must be sent to the Regional Club President and Corresponding Secretary
- The Regional Club specialty approval process is a yearly requirement to request, add or change a designated or additional specialty show weekend.

- A specialty show weekend is defined as Thursday through the following Monday. This definition is to prevent a regional club from intruding on another club's Designated regional specialty by offering a multi-day specialty over the same weekend.
- STCA requires that Regional Clubs submit the results of their Designated specialty show and encourages clubs to submit all additional specialty show results to the STCA Results posted to the STCA website and to the STCA Historian. In addition, it is requested that win photos from the Designated specialty show be made available to the STCA Historian.
- A Regional Club hosting their Designated specialty show may grant permission for another club's specialty show during the same date or weekend by granting permission in writing to the regional club and copying the STCA Corresponding Secretary on their decision. The requesting regional club must also submit a request, in writing, to the STCA Corresponding Secretary by October 31st preceding the upcoming calendar year.
- Consensus was that too many requirements or regulations about Regional Club specialty dates will result in inappropriate policing of the Regional Clubs. Regional Clubs should be mindful and consider the financial and operational implications of requested additional specialty shows. Clubs that are not successful, for any reason, with an additional regional specialty are unlikely to repeat the following year.

New STCA Membership Vote

Lisa Hills

Motion: To enter Executive Session at 1:55PM to discuss new members vote. LHills moved and HPrince seconded. Passed unanimously.

Motion: To leave Executive Session at 2PM. TKThomas moved and LHills seconded. Passed unanimously.

Rotating Specialty SOP

Pam Williams

Pam Williams reviewed the Rotating Specialty SOP with the Board which included the following discussion:

- Regional Clubs planning to host the STCA Rotating show should contact and work with the STCA Board member designated as Coordinator for the Rotating Specialty.
- Regional clubs should send their request to STCA to host the Rotating Specialty three years in advance of the event year. If two Regional Clubs request the same year, the club with the most comprehensive and completed project planning will likely be chosen as the host for that year.
- All correspondence regarding hosting a Rotating Specialty should be sent to the STCA President, STCA Show Chair/Board Member, STCA Rotating Coordinator/Board Member and officers of the Regional Club.
- The Regional Club hosting the Rotating Specialty requests permission from the All-Breed Club before requesting permission from its parent club.
- Regional club hosts may request specialty-specific grants for companion dog or other events during the Rotating (for example, Rescue parade, grooming competition, stud dog event).
- Dee Smith suggested that STCA consider assisting the hosting Regional Club with suggestions to diversify their offerings during the Rotating Specialty weekend.
- Pam will make revisions to the SOP and bring back to the board at a future meeting for further discussion and approval.

STCA Website Revision

Pam Williams

Pam Williams reported on status of the STCA revision and Tallying upgrade from Bob Gann and Lori Kelly. She included the following items:

- The STCA website has 27,000 yearly users which mainly access the Available Litters, Rescue and Rotating Specialty website sections.
- Recommend move to on-line forms for the website to enhance STCA operations for its members and the general public.
- Bob Gann has not been able to start any development and has recommended a third-party company. He is awaiting quotes from outside vendors for some of the work required.
- Danica Burge stated that the website must be welcoming to companion dog owners and also anyone interested in information about the Scottish Terrier.
- The Tallying process is separate from the Website revision but should be developed in tandem with it.
 - STCA needs another reliable option going forward to ensure we do not lose this capability.
 - Jeff Jones mentioned a contact in the Belgian Tervuren club who may have some insight on how their club manages tallies.
 - Danica Burge discussed the Website Refresh and Tallying with a contact from Showsight magazine. Recommended that contact do a Zoom presentation about Website refresh and Tallying update to the Board, perhaps at the June meeting.
 - The STCA Board must develop its priorities for the Website refresh and Tallying update in order to move forward with another vendor.
 - Pam Williams suggested that the STCA Board:
 - Access the STCA website and click on all aspects of the website, making note of improvement opportunities
 - Review other dog club websites and make note of ones with desired features
 - Consider website features that might meet the needs of companion Scottie owners
 - Bob Gann to elevate STCA.biz Google search position as soon as possible.

Bagpiper Magazine

Pam Williams

Pam Williams reported the latest developments regarding the STCA's Bagpiper magazine:

- Propose moving the Bagpiper from four issues to three issues per year. It would be published every four months. Issue #2 is more difficult to secure advertisements and content.
- Marilyn Cathcart is retiring as Clan Correspondent coordinator with issue 4. Pam to reach out to a couple of new members that might be willing to assist.
- Bagpiper advertising sales have declined due to less exhibitors doing a lot of advertising and exhibitors not advertising Awards of Merit or Select Dog.
- Mark LaBonte suggested that the Board review trending costs for the Bagpiper during 2024.

Performance

Pam Williams

Pam Williams stated that the STCA consider repeating the monetary prize for Performance exhibitors as we did in 2023, for "High in Trial" exhibitor at the Palmyra games as in 2023.

Motion: To provide a \$200 award to the "High in Trial" performer at the 2024 Performance events at Palmyra, PA during Montgomery week. LHills moved and APelle seconded. Passed Unanimously.

CHIC Breeder of Merit Honor Roll SOP

Helen Prince presented a proposed change to the SOP for the CHIC Breeder of Merit Honor Roll. After review, the Board decided to: (1) delete item #8 “For the inaugural year, the awarding of Honor Roll status will be retroactive to all breeder/owners of four (4) or more CHIC registered Scottish Terriers. (2) Delete “Going Forward” from item #9 and, to accept #10 “The new Breeder of Merit Honor Roll will have several levels.....”

Motion: To accept of the Breeder of Merit Honor Roll SOP with revisions and the awarding of pins or certificates to Breeders of Merit at the STCA dinner during Montgomery week. LHills moved and DSmith seconded. Passed unanimously.

STCA Facebook/Instagram Pages

Danica Burge

Danica reported on the STCA Facebook and Instagram pages and asked the Board to consider what postings they want to see on the page. She suggested that postings should include quality, good conformation Scotties and not AI generated Scotties, which may not conform to the Scottish Terrier standard. Pam Williams asked Danica to develop parameters for appropriate posts on the STCA Facebook page to share with members.

Motion: To adjourn the Board meeting at 5PM. DSmith moved and LHills seconded. Passed unanimously.

Respectfully Submitted – Kathleen Dunleavy, Recording Secretary

June 19, 2024 Approved

June meeting – Wednesday, June 19, 2024, at 8:30PM ET via Zoom

July meeting – Wednesday, July 17, 2024, at 8:30PM ET via Zoom