

American Toy Fox Terrier Club

Board Meeting Minutes

March 8, 2017

Call To Order – President Kim Rowley called the meeting to order at 8:33PM EST.

Roll Call

President	Kim Rowley - Present
Vice President	Anne Kieffer - Present
Secretary	Barb Kelley - Present
Treasurer	Karen Gibson- Present
Directors	Dianne Clark - Present, Douglas King - Present, Sheryl Irwin - Present, Carolyn Lichty - Present, Susan Buckley Thibadeaux - Present
Guests	National Show Chair – Cindy Enroughty - Present Obedience Trial Chair – Arlene King - Present Orlando Specialty – Terrie Crawford - Present

Approve Minutes

December 21, 2016 – unable to get code to make meeting minutes available.
February 8, 2017 – Motion made by Doug to accept minutes, 2nd by Sheryl,
approved.

Reports

- **President**
- **Vice-President**
- **Secretary** – Judges ballots were mailed 2/14 and email sent to members with an update of club business, needed volunteers and dues reminder.

ATFTC Judges Ballot Report

2017 - 2018

124 Ballots Mailed, 53 Returned, 3 Invalid

2017 Top Five

Rodney Merry 16

Judy Webb 13

Carolyn Herbel 12

Gloria Kerr 11

Timothy Catterson 10

2018 Top Five

Charles Trotter 17

Anne Katona 16

Norman Patton 15

Dorothy MacDonald 9

Gay Dunlop 8

Suggested sites for 2019 National:

Madison, OH 7

Buffalo, NY 2

Monroe, MI 2

West Springfield, MA 1

Perry, GA

Springfield, MO

Kansas City, MO

Ft. Wayne, IN

Gray Summit, MO

New Orleans, LA

Nashville, TN

Mobile, AL

Suggested sites for 2020 National:

Las Vegas, NV

Salt Lake City, UT

- **Treasurer**

- Report emailed to BOD today.
- Has \$25 PayPal payment from Katherine LaRue – assumes for trophies.
- Membership dues and affiliate dues discussed under old business.
- Jon Rawliegh requested authorization to spend ~\$87 for a projector to use for Judges education seminars to eliminate having to rent from hotels at each event for ~\$100. Concern expressed about how equipment would be handled ie, ship around for use and cost. Would like more detailed information from Jon. Karen will contact him and get additional info.

- **2017 Show Chair – Cindy Enroughty**

I have been in contact with the Show Chairs for the Cluster in Topeka, KS that are holding the All-Breed and Toy Group shows for the weekends surrounding our National Specialty as well as Onofrio, who we will be using as Superintendent, and here is what I know to date:

1. Agreement that 8/22/17 will be the date of our National
2. Atrium area will be available for entire day as no other shows are going on that date and all events can be held there.
3. Proposed times for the day:
 - a. 8:00am – 9:30am – Breed Seminar (Jon Rawleigh has agreed to present)
 - b. 10:30am – 11:00am – Junior Showmanship
 - c. 11:00am – 12:00pm – Sweepstakes - Dianne Clark has agreed to Judge
 - d. 12:00pm – 3:00pm – Breed Judging and Veterans, Best BBE, NOHS, Best Puppy, Stud Dog, Brood Bitch
 - e. 4:00pm – 6:00pm – Annual Meeting
4. Recommendations from Banquet Chair

- a. That the Banquet be held on Monday, 8/21/17 rather than 8/32/17. Most people coming to the Nationals would very likely be there in time to join us on Monday, but many may be leaving on Wednesday.
 - b. Blind Tiger Brewery to be the site based on recommendations of Carolyn Lichty
 - c. Separate Banquet Room, bar & bathroom (holds up to 60) cost of \$150 to be included in banquet cost to participants
 - d. Buffet to include Burnt Ends, Pulled Pork and Chicken, Potato Salad, Baked Beans, Coleslaw. Can add dessert of either cheese cake or cookies at an additional charge
 - e. Without dessert, the cost per person for the meal would be \$19.99. This includes the gratuity, not sure about taxes, will check. If we charge \$30.00 per person, this should cover the cost of the room as well as the cost of Carolyn's Awards
5. Awaiting input from Trophy Chairs
6. Confirmed Supported Entries for All Breed Club on 8/21/17 and the Toy Club for 8/23/17. This will include upgraded Rosettes and trophies for at least the BOB, BOW, BOS, SELECT DOG, SELECT BITCH, NOHS
7. Onofrio to be sending Contract
8. Onofrio to be sending Premium List Form which is due back to them NO LATER THAN 3/22/17.
9. AKC Event application is also due by 3/22/17
10. Awaiting conclusion of Judging Ballots to work on contracting a Judge for this event.
11. We need TWO ring stewards – one outside for Armbands and one inside calling classes, marking books, staging ribbons, etc. If you know of anyone qualified, please let me know. There is no Professional Ring Steward in this area.
12. Dianne Clark has agreed to judge our Sweepstakes at her expense.
13. As Kansas is the Sunshine State, the Show Site Chair has offered to decorate the area for our Nationals with Sunflower(s) as she has many on hand she has offered to use.
14. Do we want to ask Lila Fast if she would do T-Shirts for the National? My thought is to use a large Sunflower on the shirts with some catchy saying about “the sun shining on us at the Nationals” and the usual show information.
15. TFT Rescue has asked if we will allow them to hold a raffle for fund raising. I propose that we allow this the day of the National Specialty only.
16. In the past 3 years (prior to 2016's show in FL), we have had raffles to raise money for the ATFTC in an effort to offset the cost of our show. I propose (and have approval from the All Breed Show Chair for both weekends) that the club provide a substantially enticing Raffle Item - one for each weekend of these shows. I've asked Susan if she would like to be in charge of this raffle, but have not yet received a response. I would also propose that these items are either donated to the ATFTC, or monetary donations are solicited to purchase the items.
17. As the event center's Concession Stand will not be opened on 8/22/17, it has been suggested that the ATFTC provide sandwiches, chips and drinks in the atrium area. I have confirmed that there is room to provide tables for same. If this requires discussion/vote – please do so at 3/8/17 BOD meeting.

I really need to have all of the answers and information from subcommittees in hand no later than 3/13/17 in order to prepare the Premium List Form and have it adequately proof read and submitted. Feel free to contact me at any time with questions. Thanks!

Rodney Merry as judge - yes

Judges contract – Carolyn to send recent copy

Banquet – venue as Tammy suggested, \$30/person to take care of tax/gratuity and \$150 room fee, Carolyn highly recommends – **MOTION** by Carolyn to charge \$30 for banquet, 2nd by Anne – passed; **MOTION** by Susan, 2nd by Sheryl to purchase 4 cookie trays for attendees - passed

No concessions on facility day of National – bring in locally for about \$150, **MOTION** to give Cindy a \$150 budget to provide hospitality items for attendees made by Doug, 2nd by Karen - passed

Decorations and theme – Sunflower State

T-shirts – Lila Fast willing to do T-shirts – “Let the Sun Shine on the Toy Fox Terriers in Topeka” by Sheryl

Dianne to judge sweeps

Ring Stewards – Cindy can do armbands and Carolyn will do inside ring stewarding, trophy and ribbon folk have things ready will make it run smoothly

Entry Fees – **MOTION** made by Doug for entry fee will be \$32 for all classes, 2nd by Barb - passed

MOTION made by Doug no charge for Juniors, 2nd by Susan – passed

MOTION made by Anne that Sweeps be \$25 entry fee and traditional sweepstakes distribution by superintendent, 2nd by Sheryl – passed with one no vote

Breed Seminar – **MOTION** made by Carolyn we charge \$15 for members, \$20 non-members/judges, 2nd by Susan - passed

Raffle – TFT Rescue will have a table the day of the Specialty only. **MOTION** by Sheryl to provide TFT Rescue a table and chair for day of Specialty, 2nd by Anne – passed. Club raffle can be weekend before and weekend after with one large item at each. Lots of discussion but no real solutions. Can we do a 50/50 raffle in Kansas? Silent Auction table? Check with Cindy on possibility of 50/50.

- **Catalog Ads** – **Sheryl Irwin** – ad form emailed to Cindy for review, deadline is July, may need to remove PayPal link as it goes to old info, same prices as previous years \$60 full page includes photo. Onofrio will not charge extra per photo if submitted copy ready. We are charged \$23/page Barb needs to check links to store.
- **Banquet** – **Tammy Wallace** – working with Cindy
- **Show Site** – **Tammy Wallace** – Tammy is Grounds chairman for this event only. We have no Show Site chairman
- **Trophy** – **Billy Hodges and Joel White** – share FB posting as much as possible to get word out.
- **Awards** – **Carolyn Lichty** – still has some certificates to send out from last National and she will get them out. Tracking from month to month with AKC reports. Carolyn will send performance reports to Wendy.
- **Sunshine** – **Susan Thibideaux** – no report
- **Judges Education** – **MOTION** made by Doug, 2nd by Anne for Sheryl Irwin to serve as education chair - passed

- **Historian – Mary Redenbach** – has prepared an article for our Newsletter, which has been forwarded to Kim
- **Breeder Referral – Lila Fast**
- **Meet the Breeds – Kim Rowley**
- **Gazette Columnist – Katherine LaRue**
- **Newsletter Editor – not filled**
- **Constitution & By-Laws – Sheryl Irwin** has resigned this position. Doug has volunteered to serve as chair.
- **Performance – Wendy Howard**

I know that nothing can be done officially until we get board approval but I felt we needed to know what timeline we were working on. I did check with Onofrio and in order to get TFT prizes listed in the Mo-Kan Toy Dog Specialty Premium List for Obedience and Rally a list would need to be into Onofrio by March 22nd at the latest.

Please let the board know that the entire performance committee is in favor of this and willing to do the work. I don't know if AKC will allow the ATFTC to designate the Obedience and Rally Classes at the Wednesday, August 23rd Mo-Kan Toy Dog Club as part of its National Specialty but at least we should be able to designate these classes as a supported entry.

Jen, Wendy and I assure the board that we only need their support to do this, we will do the work to get prizes (and donations for those prizes) and whatever we need to do to give TFT owners that enter Obedience and Rally a great Specialty experience.

Also, on another subject. Can you let us know when you have a newsletter editor as we would like to have a section in each newsletter devoted to performance and companion events

Thanks for your help

Arlene

MOTION made by Carolyn that we support the Obedience Trial the day following our specialty, 2nd by Susan - passed

- **Mentor Program Review – Sheryl Irwin**
- **Webmaster – not filled**
- **Audit – Douglas King – tabled until next meeting**

On February 7th I, as Chair of the Audit Committee, and committee member, Greg Lawson, performed the 2016 audit of the ATFTC financial matters.

Information was sent to me via registered mail from Treasurer Karen Gibson. All information was extremely organized and easy to understand. Karen should be commended for her organization and proficiency in the position.

We have the following recommendations:

- 1) Add year to date totals on the financial statements. This will probably require the use of a financial software program like quick books or quicken. Categories can be managed easier with a software program.

- 2) Change the Paypal password. Every time we have new officers elected the password should be changed. We recommend the President, Secretary and Treasurer be the only ones with access to the Paypal account.

A huge thank you to Karen for all she does for the club.

All items received by Karen will be returned via registered mail today.

If you have any questions, please let us know.

Respectfully submitted,
Doug King – Audit Chair
Greg Lawson

Unfinished Business

- **Membership & Affiliate Club Dues** – Motion made by Dianne, 2nd by Sheryl to extend renewal of membership to our members until March 31, 2017. Sheryl will send Karen address for Puget Sound to send bill for affiliate dues. All other clubs are probably closed. Will check on Houston Club.
Susan suggested a moratorium on dues from affiliate clubs to encourage clubs to become affiliate clubs. Carolyn shared a lot of clubs were never recognized by AKC as member clubs but ATFTC had recognized them. AKC requirements are difficult to satisfy. Barb shared our website contains forms for Affiliate Club requirements and applications.
- **Mentor & Presenters**
Terrie Crawford Application – Terrie emailed she attended the Nationals in 2011, 2012 & 2016, breed seminar in 2015 in Orlando and 2011 in Oklahoma
- **Parent Club Breed Flyer**
- **Judges Balloting**
- **Newsletter Options** – who would like to prepare update to members this month?

New Business

- **New Membership Application** – Greg Stansbury – Grayling, MI; Jean Abrams – Oxford, MS; Tabitha Phillips & Troy Dvorak – Seward, NE
Greg Stansbury and Jean Abrams have been voted in as members.
Tabitha Phillips & Troy Dvorak did not have both signatures – application on hold.
- **Expense accountability** – Kim will provide information. Susan received tickets for people to enter to get in free and tickets for box lunches for Orlando. Susan paid for Orlando event and spent about \$250 which she donated to the club. In NY receive an envelope with \$150 cash and \$80 cash for parking and lunches. Kim has everything broken down for this year and will forward.
- **Nominating Chairman/Committee for 2017 Elections** – Carolyn volunteered to

serve as chairperson. Tabled

- **2018 Show Site and Chairman in Vallejo, CA** - tabled
- **Meet the Breeds – Orlando/Westminster** - tabled
 - Orlando – December 16th & 17th 2017
 - New York – February 10, 2018
 - Orlando – December 15th & 16th 2018

Each club received a stipend of \$150.00 for volunteers' expenses and \$80.00 for lunches at the New York event. This is distributed to/by the national club.

The Orlando events are provided with box lunches. (max of four..\$80.00 value)

Each event sends admission tickets in advance to each club for distribution to those volunteers.

- **Materials of former president including important email communications such as the current issue below mentioned provided to Kim Rowley.** New points of contact have been provided to AKC so hopefully future communications will be forwarded appropriately.

Susan is the Administrator of the club's FB page with Kim and Sheryl as moderators. Because the page is connected to Susan's personal page, she would prefer to be the only administrator. Replies should be by individual not appear to reply as the club unless club business. Text Susan if need help getting items posted.

- **2017 December specialty in Florida – Independent Specialty, Terrie Crawford Show Chair** – Friday, December 15, 2017, Joel and Billy would assist with trophies for this specialty. Central Florida TFT Club will be involved. Club would like to get their own sweepstakes judge and use a judge that is already judging in the area. Ann Hearn's name came up as possible judge.
- **Handling board business in between monthly meetings as needed.** By-laws indicate business can be handled via email. We will utilize email to get club business done. Concern is that it won't become a standard way of conducting business and end up with a 24/7 meeting. If it can be utilized for time sensitive and urgent matters that would be appreciated. Need a protocol to call meeting to order, Kim will give direction and call for a vote when ready.
- **National show chair information: what board needs to vote on and what can be handled without board approval**

Next Meeting: April 12, 2017 * Time 8:30EST/ 7:30 CST/6:30 MST/5:30 PST

Adjournment MOTION made by Susan, 2nd by Doug to adjourn – passed 11:22pm