

**Border Terrier Club of America  
Policies and Procedures Manual**

**Club Officials and Organization**

The following section lists the BTCA officer positions, board of director's requirements and standing committees in accordance with the BTCA Constitution.

The roles and responsibilities of the officers and board members can be found in the BTCA Constitution. Policies and Procedures pertaining to the various standing committees are detailed in Section 2: Policies and Procedures

A list of the current officers and committee chairs may be found in 1-03 Current Officers, Directors and Committee Chairs.

**(1) Officers:**

- President
- Vice President
- Corresponding Secretary
- Recording Secretary
- Treasurer

**(2) Board of Directors**

- One Director for each of the six Districts
- Five "At Large" Directors (see 1-04 for current layout of districts)

**(3) Delegate to AKC**

**(4) Standing Committees**

- Agility
- AKC Legislative Liaison\*
- AKC Gazette Columnist\*
- Awards & Recognition Coordinator\*
- Barn Hunt
- Breed Books
- Breeder's Education
- Constitution and Bylaws
- Database Manager\*
- Earthdog
- Editorial
- General/Public Education\*
- Genetics and Health
- Historian/Archivist\*
- Judge's Education
- Junior Showmanship
- New Membership Coordinator\*
- Nominating Committee
- Nosework
- Policy and Procedures
- Recorded Titles, Coordinator of\*
- Scholarship
- Specialty Liaison & Guidelines
- Trophy Coordinator\*
- Versatility
- Web Site

\* Currently considered single person assignments, no committee needed at this time.

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**Policy for Appointment of Committee Chairs and Members**

All committee chairs and single person assignments will be appointed by a majority vote of the Board of Directors.

Committees that will have members recommended by the chairman of the committee and will be approved and appointed by the board.

The Nominating Committee Chair/Board Member will be chosen annually at the board meeting and will be a permanent agenda item

Agility  
Barn Hunt  
Breed Books  
Breeder's Education  
Earthdog  
Editorial  
Genetics and Health  
Junior Showmanship  
Nominating Committee  
Nosework  
Scholarship  
Versatility  
Web Site

Committees that will have members recommended by the chairman of the committee and will have their chairs and members nominated and voted on by the Board, if changes are necessary.

AKC Legislative Liaison  
Constitution and Bylaws  
Judges' Education  
Specialty Liaison & Guidelines

The following "committees" are considered single person appointments and will be appointed and approved by the board.

AKC Gazette Columnist  
Awards & Recognition  
Database Manager  
General/Public Education  
Historian/Archivist  
Membership Coordinator  
Policy & Procedures  
Recorded Titles, Coordinator of  
Trophy Coordinator  
Borderline Editor  
BT Store