

**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
- Finance Committee
- 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.

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

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
Finance Committee
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