



The Papillon Club of America, Inc.
Board Meeting Minutes for April 02, 2025

Nicholas Forbes, Called the Meeting to Order at 9:15 PM EDT.

Roll Call (Members in Attendance): Nicholas Forbes, Diana Sayre, Georgianna Renouard, Kim Barbolini, Hannah Ralston-Janke and Danae Fayard.
Sending their regrets: Lori Livingston, Susan Bleckley and Marion Ford

Verification of a Quorum Present: A quorum was present.

Adoption of Agenda as Presented: There were no objections to adopting the Agenda as Presented.

Reading of Minutes of Last Meeting: There were no objections to dispensing with the reading of the minutes from the last meeting.

Reports of Officers:

President (Nicholas Forbes):

- 1) Crufts Qualifying Certificates have been received from AKC and will be available at the National Specialty for presentation.
- 2) Motions adopted via E-mail since last Board Meeting:
 - a) Diana Sayre moved that the 2025 PCA National Specialty be dedicated to Andi Meloon, former long-time PCA Genetics Chair. The motion was seconded and adopted.
 - (a) Voted Yes: Nicholas Forbes, Diana Sayre, Lori Livingston, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke.
 - (b) Voted No:
 - (c) Abstained:
 - b) Diana Sayre moved that the Board authorize the President to sign and execute the PCA Commemorative contract 2025 as presented. The motion was seconded and adopted.
 - (a) Voted Yes: Diana Sayre, Lori Livingston, Susan Bleckley, Georgianna Renouard, Danae Fayard, Marion Ford and Hannah Ralston-Janke.
 - (b) Voted No:
 - (c) Abstained: Nicholas Forbes, and Kim Barbolini.
 - c) Diana Sayre moved that the Board approved the 2025 PCA National Specialty Premium List as presented. The motion was seconded and adopted.

- (a) Voted Yes: Diana Sayre, Lori Livingston, Susan Bleckley, Georgianna Renouard, Marion Ford, and Hannah Ralston-Janke.
 - (b) Voted No:
 - (c) Abstained: Nicholas Forbes, Kim Barbolini, and Danae Fayard.
 - d) Diana Sayre moved that the 2025 PCA National Specialty Premium List to be updated that where the Premium List states “Top 25 Exhibition” it be replaced with “Judged Top 25” in two places. The motion was seconded and adopted.
 - (a) Voted Yes: Diana Sayre, Lori Livingston, Susan Bleckley, Georgianna Renouard, Danae Fayard, Kim Barbolini, and Hannah Ralston-Janke.
 - (b) Voted No:
 - (c) Abstained: Nicholas Forbes, and Marion Ford.
 - e) Susan Bleckley moved that the Board approve the 2025 PCA Agility Trials Premium List as presented. The motion was seconded and not adopted.
 - (a) Voted Yes: Susan Bleckley, and Marion Ford.
 - (b) Voted No: Nicholas Forbes
 - (c) Abstained: Diana Sayre, Lori Livingston, Georgianna Renouard, Danae Fayard, Kim Barbolini, and Hannah Ralston-Janke.
- Vice-President (Diana Sayre): Nothing to report at this time.
- Treasurer (Lori Livingston): The Treasurer’s Report has been sent to the Board.
- Corresponding Secretary (Susan Bleckley): Susan has received requests for show approval from:
- PAPS for August 14-16, 2025
 - PCSC June 20-21, 2025
 - PAPS February 2, 2026
 - PCCR September 11, 2025
- Recording Secretary (Georgianna Renouard): Nothing to report at this time.
- Delegate to the AKC Report (Sandy Schumacher): No Report provided at this time.

Reports of Committees:

- 2025 PCA National Specialty Show Chair’s Report (Amy Reagan): See attached.
- 2025 PCA National Specialty Agility Trials Chair (Sandy Schumacher): Nothing reported at this time.
- 2025 PCA SE Regional Specialty (Open):
- 2026 PCA National Specialty Conformation Show Chair (Open):
- 2026 PCA National Specialty Companion Animal Events Chair (Agility, Obedience, and Rally) (Open):
- 2026 PCA SE Regional Specialty (Open):
- AKC Gazette Columnist Chair (Open):
- PCA Benevolent Committee Chair(s) (Open):
- PCA Companion Events Committee Chair (Agility, Obedience, and Rally) (Open):
- PCA Genetics Research Committee Chair (Open):
- PCA Historian (Open):
- PCA Judges’ Education Committee Chair (Angela Pickett): No Report provided at this time.
- PCA Juniors Coordinator (Open):
- PCA National Specialty Site Search and Event Negotiations Chair (Open):
- PCA Medallions and Club Pins Committee Chair (Open):
- PCA Members Education Committee (Open):
- PCA Membership Committee Chair (Open):

PCA Phalène Committee Chair (Kim Barbolini): Kim has the ribbon count from 2024.

The 2025 judge will be Jane Raemy.

PCA Top Producer Awards Chair (Tracy Burdick): No Report provided at this time.

PCA Top Club Awards Chair (Nicholas Forbes): The certificates will be printed and available at the National.

PCA AKC New Titles Chair (Open):

PCA AKC Stud Books Chair (Open):

PCA Webmaster (Nicholas Forbes): The website is up and running.

Marion Ford joined the meeting at 9:25 PM EDT.

Election of New Members: Nothing reported at this time.

Unfinished Business: None at this time.

New Business:

1. Georgianna Renouard moved that the Board appoint Art and Nancy Hattan as PCA Benevolent Committee Chairs and that they be charged with the sending Get Well Cards to current Members who may undergo illness and/or major medical procedures and that the Treasurer be authorized to reimburse these Chairs for the usual and customary costs of the Get-Well Cards, Condolence Cards and/or associated postage. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes
2. Danae Fayard moved that the Board appoint Anita Wright as PCA Medallions and Club Pins Committee Chair and that she be charged with the sending of Medallions for Board approved Supported Entry Shows as well as Club Pins to Members who achieve their years of membership milestones. The PCA Medallions and Club Pins Committee Chair shall request of the Board any funds that may be deemed necessary to achieve this charge prior to committing or expending any funds. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes

Susan Bleckley joined the meeting at 9:33 PM EDT.

3. Diana Sayre moved that the Board authorize the President to sign and execute the R. D. Hoag and Associates, LLC Engagement Letter for Calendar/Fiscal Year 2024 for preparing Club Taxes, and undergoing our Annual Audit, and that the Treasurer be authorized to reimburse these expenses upon submittal of related invoices. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes

4. Diana Sayre moved that the Board appoint Paula Botwinick as AKC New Titles Chair and that she be charged with the receipt and preparation of the monthly AKC New Titles Report for publication on the Club's Website. The AKC New Titles Chair shall request of the Board any funds that may be deemed necessary to achieve this charge prior to committing or expending any funds. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes
5. Georgianna Renouard moved that the Board authorize Elyse Vandermolen to receive the AKC Studbooks and these to Club Members upon their request subject to following AKC Requirements for distribution. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes
6. Marion Ford moved that the Board appoint Karen Byrd as 2025 PCA SE Regional Specialty Show Chair and that she shall request of the Board any funds that may be deemed necessary to achieve this charge prior to committing or expending any funds. The motion was seconded and adopted.
 - a. Voted Yes: Diana Sayre, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained: Nicholas Forbes
7. Diana Sayre moved that the Board approve the 2025 National Specialty Agility Trials Premium List for publication as presented. The motion was seconded and adopted.
 - a. Voted Yes: Nicholas Forbes, Diana Sayre, Susan Bleckley, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained:
8. Susan Bleckley moved that the Board approved the 2025 PCA Agility Trials Budget as amended as presented. The motion was seconded and adopted.
 - a. Voted Yes: Nicholas Forbes, Diana Sayre, Georgianna Renouard, Kim Barbolini, Danae Fayard, Marion Ford and Hannah Ralston-Janke
 - b. Voted No:
 - c. Abstained:

Next Meeting Date and Time: 9:00 PM EDT, Wednesday, April 30, 2025.

Adjournment – The meeting was adjourned at 10:39 PM EDT, April 02, 2025.



Treasurer's Report for period ending 02/28/25

Income

Total Income for February - \$5,356.67

2025 National Income

Trophy Income - \$752.10

Membership Dues - \$3,549.57

Genetics Donations - \$1,035.00

Benevolent Donations - \$20.00

Expense

Total Expenses for February were \$3,719.27 which includes the following:

AKC Reports - \$240.00

Bank Charges - \$20.00

Insurance Renewals - \$1,726.00

Miscellaneous costs incurred includes \$37.31 for Cognito Forms (monthly) and Go Daddy \$55.16

Franchise Tax & Registered Agent - \$324.00

2025 National Specialty Expense

Conformation Rosettes - \$1,299.00

PayPal Operating Fees - \$17.80

Notes

None



Papillon Club of America, Inc.

Profit and Loss

February 2025

	TOTAL	
	FEB 2025	JAN - FEB, 2025 (YTD)
Income		
5030 - National Specialty Income		
Trophy Income	752.10	752.10
Total 5030 - National Specialty Income	752.10	752.10
5210 - Membership Income		
5211 - Membership Dues	2,339.57	3,924.57
5212 - Breeders List	115.00	115.00
5214 - Dues/Breeders List	1,095.00	1,905.00
Total 5210 - Membership Income	3,549.57	5,944.57
5320 - Genetics Donation Income	1,035.00	1,035.00
5420 - Benevolent Donations Income	20.00	20.00
Total Income	\$5,356.67	\$7,751.67
GROSS PROFIT	\$5,356.67	\$7,751.67
Expenses		
6400 Parent Club Events		
Supported Event Trophy Expense		159.53
Total 6400 Parent Club Events		159.53
7540 - Legal and Professional Fees	240.00	240.00
8150 - Mailing Services Expense		959.67
8210 - Dues and Subscriptions		24.50
8220 - Bank Charges	20.00	20.00
8520 - Insurance Expense	1,726.00	1,726.00
8600 - Business Expense	92.47	147.89
8650 - Business-Taxes	324.00	324.00
Total 8600 - Business Expense	416.47	471.89
National Specialty Expense		
Agility AKC Event Fees		250.00
Agility Venue Rental		300.00
Conformation Trophy Expense	1,299.00	1,299.00
Obedience AKC Event Fee		30.00
Rally AKC Event Fees		50.00
Total National Specialty Expense	1,299.00	1,929.00
PayPal Operating - Fees	17.80	43.46



Papillon Club of America, Inc.

Profit and Loss

February 2025

	TOTAL	
	FEB 2025	JAN - FEB, 2025 (YTD)
Regional Specialty Expense		
Regional Specialty AKC Event Fees		30.00
Regional Trophy Expense		929.58
Total Regional Specialty Expense		959.58
Total Expenses	\$3,719.27	\$6,533.63
NET OPERATING INCOME	\$1,637.40	\$1,218.04
NET INCOME	\$1,637.40	\$1,218.04



Papillon Club of America, Inc.

Balance Sheet As of February 28, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Checking-Operating Nextier (2261306878)	15,928.17
1001 Savings-Operating Nextier (2261500793)	120,049.06
Benevolent Fund-Nextier-Restricted	3,871.96
Education Fund-Restricted	30.00
Junior Showmanship Award-Restricted	25.00
Primer Fund-Nextier-Restricted	15,230.10
Total 1001 Savings-Operating Nextier (2261500793)	139,206.12
1007 Phalene Savings- Nextier (2261500942)	3,281.99
1008 Genetics Savings-Nextier (2261500801)	31,574.92
1010 -Pay-Pal Account-Operating	1,487.62
Total Bank Accounts	\$191,478.82
Other Current Assets	
National Specialty Deposits - Future Years	4,000.00
PCA Butterfly Awards	7,423.20
Total Other Current Assets	\$11,423.20
Total Current Assets	\$202,902.02
TOTAL ASSETS	\$202,902.02
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
3000 - Unrestricted - General Operating	48,408.16
3100 - Temporarily Restricted	0.00
3045 Temporarily Restricted Fund-Phalene	2,266.30
3105 Temporarily Restricted-Term Deposits	90,538.99
3106 Temporarily Restricted-Education	103.39
3110 - Temporarily Restricted - Genetics	27,597.15
3130 - Temporarily Restricted -Primer	15,337.12
3140 - Temporarily Restricted - Benevolent Fund	4,518.97
Total 3100- Temporarily Restricted	140,361.82
3900 - Retained Earnings	12,913.90
Net Income	1,218.04
Total Equity	\$202,902.02
TOTAL LIABILITIES AND EQUITY	\$202,902.02



Treasurer's Report for period ending 03/31/25

Income

Total Income for March - \$3,685.24

2025 National Income

Companion Events - \$290.00

Top 20 Entries - \$125.00

Trophy Income - \$1,450.00

Membership Dues - \$405.00

Interest Income

Savings - \$1,115.49

Phalene Savings - \$26.30

Genetics Savings - \$248.45

Genetics Donations - \$25.00

Expense

Total Expenses for March were \$792.40 which includes the following:

Postage - \$133.90

Miscellaneous costs incurred includes \$37.31 for Cognito Forms (monthly) and Go Daddy \$36.22

2025 National Specialty Expense

Agility Equipment Rental - \$250.00

Agility Trophy Expense - \$165.37

Obedience Trophy Expense - \$165.38

PayPal Fees - \$4.22

Notes: I received the Engagement Letter and quote from the CPA firm to complete the annual financial review and tax return. There will be an estimated increase of approximately \$175 compared to last year. The Engagement Letter and quote will be presented at the next board meeting for review and approval.



Papillon Club of America, Inc.

Profit and Loss

March 2025

	TOTAL	
	MAR 2025	JAN - MAR, 2025 (YTD)
Income		
5030 - National Specialty Income		
Companion Events Income	290.00	290.00
Conformation Top 25 Income	125.00	125.00
Trophy Income	1,450.00	2,202.10
Total 5030 - National Specialty Income	1,865.00	2,617.10
5210 - Membership Income		
5211 - Membership Dues	255.00	4,179.57
5212 - Breeders List		115.00
5214 - Dues/Breeders List	150.00	2,055.00
Total 5210 - Membership Income	405.00	6,349.57
5310 - Interest Income	1,115.49	1,115.49
5310 - Interest Income - Phalene account	26.30	26.30
Total 5310 - Interest Income	1,141.79	1,141.79
5320 - Genetics Donation Income	25.00	1,060.00
5324 Genetics-Interest Income	248.45	248.45
Total 5320 - Genetics Donation Income	273.45	1,308.45
5420 - Benevolent Donations Income		20.00
Total Income	\$3,685.24	\$11,436.91
GROSS PROFIT	\$3,685.24	\$11,436.91
Expenses		
6400 Parent Club Events		
Supported Event Trophy Expense		159.53
Total 6400 Parent Club Events		159.53
7540 - Legal and Professional Fees		240.00
8140 - Postage, Shipping and Delivery	133.90	133.90
8150 - Mailing Services Expense		959.67
8210 - Dues and Subscriptions		24.50
8220 - Bank Charges		20.00
8520 - Insurance Expense		1,726.00
8600 - Business Expense	73.53	221.42
8650 - Business-Taxes		324.00
Total 8600 - Business Expense	73.53	545.42
National Specialty Expense		
Agility AKC Event Fees		250.00
Agility Equipment Rental	250.00	250.00
Agility Trophy Expense	165.37	165.37



Papillon Club of America, Inc.

Profit and Loss

March 2025

	TOTAL	
	MAR 2025	JAN - MAR, 2025 (YTD)
Agility Venue Rental		300.00
Conformation Trophy Expense		1,299.00
Obedience AKC Event Fee		30.00
Obedience Trophy Expense	165.38	165.38
Rally AKC Event Fees		50.00
Total National Specialty Expense	580.75	2,509.75
PayPal Operating - Fees	4.22	47.68
Regional Specialty Expense		
Regional Specialty AKC Event Fees		30.00
Regional Trophy Expense		929.58
Total Regional Specialty Expense		959.58
Total Expenses	\$792.40	\$7,326.03
NET OPERATING INCOME	\$2,892.84	\$4,110.88
NET INCOME	\$2,892.84	\$4,110.88



Papillon Club of America, Inc.

Balance Sheet As of March 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Checking-Operating Nextier (2261306878)	15,699.99
1001 Savings-Operating Nextier (2261500793)	121,164.55
Benevolent Fund-Nextier-Restricted	3,871.96
Education Fund-Restricted	30.00
Junior Showmanship Award-Restricted	25.00
Primer Fund-Nextier-Restricted	15,230.10
Total 1001 Savings-Operating Nextier (2261500793)	140,321.61
1007 Phalene Savings- Nextier (2261500942)	3,308.29
1008 Genetics Savings-Nextier (2261500801)	31,823.37
1010 -Pay-Pal Account-Operating	3,218.40
Total Bank Accounts	\$194,371.66
Other Current Assets	
National Specialty Deposits - Future Years	4,000.00
PCA Butterfly Awards	7,423.20
Total Other Current Assets	\$11,423.20
Total Current Assets	\$205,794.86
TOTAL ASSETS	\$205,794.86
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
3000 - Unrestricted - General Operating	48,408.16
3100 - Temporarily Restricted	0.00
3045 Temporarily Restricted Fund-Phalene	2,266.30
3105 Temporarily Restricted-Term Deposits	90,538.99
3106 Temporarily Restricted-Education	103.39
3110 - Temporarily Restricted - Genetics	27,597.15
3130 - Temporarily Restricted -Primer	15,337.12
3140 - Temporarily Restricted - Benevolent Fund	4,518.97
Total 3100 - Temporarily Restricted	140,361.92
3900 - Retained Earnings	12,913.90
Net Income	4,110.88
Total Equity	\$205,794.86
TOTAL LIABILITIES AND EQUITY	\$205,794.86

Best Puppy

There had been a concern raised by a member about whether the BBE puppy competes against the 1st place Puppies from the Regular classes and I have been instructed that the award will be handled the same way as last year. *“Only the 1st place Puppy from the regular classes shall compete for the Best Puppy awards for 2025.”*, although based on the AKC notice released in 2023, a future decision needs to be made on how to best award this class as according to the release, as BBE puppy DOES compete for Best Puppy.

This is wording from the Premium List –

Following Best of Breed Judging there will be competition for: Best Puppy in Puppy Classes - Best Bred By Exhibitor from Bred by Classes- Best Phalene from Open Drop Eared and Bred By Exhibitor Drop Ear Classes - Best Veteran from Veteran Classes

Best Puppy Competition: During the course of regular judging, the assigned judge will select a Best Puppy from the Regular Puppy Class winners. This will be done after the Best of Breed Competition, unless the Best Puppy award is automatic. Example: An entry from the Puppy class is awarded Best of Winners or Best of Breed. Only dog and bitches undefeated in a Puppy class are eligible for Best Puppy competition. If the first-place winner is not present, the second-place winner may not compete. NO ADDITIONAL FEE IS REQUIRED.

See the news release from AKC in 2023. Best Puppy is considered a Special Attraction, not a Regular Class. We would need to eliminate the word “Regular” in future Premium lists and be more explicit in our eligibility. The current premium list language is identical to last year. No changes were made by this year’s Show Committee.

Eligibility Criteria for Conformation Special Attraction Competitions

Clubs may offer Special Attraction Group competitions with their conformation dogs shows, of which they may define the eligibility criteria. Best Bred-By Exhibitor, Best Puppy, Best Veteran, and Best Amateur-Owner-Handler competitions are included in the list of special attractions with standing approval. Excluding the AKC National-Owner Handled Series, these are arguably the most common and popular special attractions held with AKC conformation dog shows. The recent rule change to allow clubs the option to divide the Bred-by-Exhibitor class by age has caused some confusion regarding eligibility for special attractions.

To reduce the confusion of eligibility for these most popular special attractions, the following base policy has been established:

Eligibility for Best Bred-by Exhibitor, Best Puppy, Best Veteran, and Best Amateur-Owner-Handler competitions is predicated upon entry into the following class(es) and all divisions of:

- *Best Bred-By Exhibitor – the Bred-by-Exhibitor class including the Bred-by-Exhibitor Puppy and Bred-by-Exhibitor Adult age divisions*
- *Best Puppy – any class limited to dogs six months and older and under 12 months of age; Puppy, 6-9 Puppy, 9-12 Puppy, and Bred-by-Exhibitor Puppy*
- *Best Veteran – any non-regular Veteran Class*
- *Best Amateur-Owner-Handler – the Amateur Owner-Handled Class*

For Best Bred-By Exhibitor and Best Amateur-Owner-Handler competitions, the eligibility criteria involving the individual handling the dog applies only to the original class entered and all competition specific to the special attraction (i.e., BBE Groups and BBE BIS). There are no restrictions as to who may handle the dog in any subsequent classes it may become eligible.

Clubs are permitted to customize special attraction eligibility criteria for their specific event. However, any modifications by the club to this base eligibility criteria must be clearly defined in the premium list.

This policy is effective for events occurring on or after August 30, 2023.

Companion Event Committee (Sandra Schumacher, Agility) –

- Revised Budget and Premium list has been submitted for Agility.

Other Topics

- Fundraising via Facebook has been surpassing all expectations.
- Daily Banquets Event Orders (BEOs) and instructions have been signed with the hotel.

Respectfully Submitted,
Amy Reagan, 2025 PCA Regionals & National Show Chair