

## **Candidate for Secretary of the Collie Club of America**

### **Jane Clymer**

My tenure as CCA Secretary has been for 18 years (2006 – 2024) which has included 9 administrations. Leading up to the Secretary position, I was the District Director for the state of Kansas from 1994 – 2006 during which time I assisted on the Membership Committee. My CCA membership began in 1976. I served on the Constitution Revision Committee to final in 2021 for our new Constitution and By Laws were voted upon for finalization. But I am especially proud of the award of the AKC Good Sportsmanship Award during the National in 2017. I was so honored while standing in tears to receive this very special award given by the CCA of this AKC award program.

2000 – Central Kansas Collie Club host of the CCA National in Wichita, KC – Managed the entire Herding Event – judges, ribbons, trophies, workers, equipment set-up, and thank-you gifts.

1989 – Kansas City CC – Multiple times Specialty Show Chair and Chief Ring Steward.

1987 – Central Kansas Collie Club – President, Secretary, Specialty Show Chair, Specialty Show Secretary, and Trophy Chair.

1981 – Joined Jefferson City MO KC, All-Breed Club – served as club President and Secretary. Also, joined Sedalia KC, All-Breed Club – served as Show Chair for both clubs prior to my moving to Kansas and for 17 years was their Chief Ring Steward even when we moved from Missouri to Kansas.

1976 – Joined Southeast MO KC, All Breed Club – served as President, Secretary and Trophy Chair

In 1971, I graduated from Southeast Missouri State College now University with a Bachelor of Science in Education with a minor in English. From 1974-1979, owned and operated a drive-in restaurant in Scott City MO which employed 5-6 people – this gave me my first education in establishing my organization skills and how to work with our employee staff.

Around 1976 while in Southeast MO, I assisted Walter Branscum, DVM who was a large and small animal veterinarian. My duties were: bookkeeper, assistant in surgeries, and office manager. My 25 years in the

Girl Scouts program taught me valuable life lessons that I use today. These sessions are honor, discipline, respect, and how to constructively work with others. My time as a Board Member of the Jefferson City, MO Girl Scout Council gave me insight into what it was like to be a leader and work with others to achieve the growth and development of an organization.

Before leaving Southeast Missouri area, I had the experience of being on the ground floor of organizing a Little Egypt Collie Club in IL. Along with Karen Sala who was and is a dear friend. Diversity in my life's work has given me a special foundation to hold the position of Collie Club of America Secretary. Would like to thank the Southeast Missouri Kennel Club which knew I'd join when I bought my first collie from Hazel Wilson, Sikeston MO. She introduced me to our local All-breed Club...Southeast Missouri Kennel Club and then handed me my application to join the all-breed club and along with the CCA membership form. Loved her and her knowledge and willingness to teach and help me to grow from ownership to reading everything I could about being an owner of this beautiful and loving breed.

My other breed, Keeshonden – member of Heart of America Keeshond club volunteering - I was treasurer for the Heart of America Keeshond Club after moving to Kansas for 11 years and worked on as their treasurer for 4 Nationals along with being an assistant Show chair. My downfall in this love of collies and keeshonden was realizing the truth as I saw myself saying “yes, yes” as I volunteered to serve in various other jobs as committee chair over the years, event chairs, and trophy chair.

These years helped me learn more and more about the sport of dogs the Collie and the Keeshond....and working and sharing with others to help bring them into this wonderful world of dogs, especially these breeds.

The job of the Secretary is to be available 24/7/365. It is important for the CCA Secretary position to be held by someone who is willing to serve continuously for a number of years. They must know how the club operates to be a close advisor to the President, make sure that all District Directors know how important their job is to the membership, what committees are needed other than those listed in the Constitution, and administrative recordkeeping of minutes, notices, membership roster, and other duties as authorized by the Board. I am glad that I was a District Director prior to

becoming an officer for the CCA as it gave me time to learn the ropes of the job as a secretary, job of an officer, and working on the CCA Board making decisions that influenced the future of this Club.

As Secretary, I am told I hold the “keys to the kingdom”, but it is not just paperwork; what I have found has been a pleasure to meet and help people not only part of our Collie family but those just inquiring about our breed. The rewarding part of the job is attending the CCA National Specialty and sitting at the Secretary’s table putting faces and names together, talking about and handing out literature that will extend your knowledge about our wonderful breed, The Collie.

As for the job, I really do not think I could have begun being CCA Secretary if I had not been a District Director first, along with working for so many years with local Collie clubs and All-Breed clubs. Volunteering to work with so many different types of people, solving problems, and most importantly working on the newly revised CCA By-Laws (Constitution).

The Secretary has a unique position in that many important and confidential subjects are discussed with the officers of the club and therefore must not be shared with anyone until they are introduced to the directors who will in-turn seek the memberships’ opinions. Members seeking advise must always feel that the CCA Secretary can be trusted to keep the discussion confidential. Most of all, the Secretary must protect the Club and its history and always display a positive attitude whether in person, on the phone, or conversations by email.

The Amended & Restated By-Laws of the CCA are our guidelines to the management of this club which has been in existence since approximately 1886. They have been revised numerous times and voted on by the membership and approved by AKC. The Secretary must know each article to advise the Officers and Directors on how to correctly address any issue that may arise. Many times, there have been new members that have taken on positions and the Secretary must educate them on why the By-Laws exist and how to use them in dealing with their membership.

Robert's Rules of Order is a guide for discussions and management of a group. Whether it is a local club or national one it is important to have an updated copy of the rules to conduct a meeting, with motions, in an orderly manner. Having an updated copy is important as rules are reviewed and updated regularly, as the world changes we should be able to manage all situations.

It is the duty of the Officers to be able to interpret monthly financial reports as provided by the Treasurer to lead the District Directors in making the best financial decisions. Not only using the financial reports but the Board should be using historical data when making decisions on spending the Club's money. This historical data would include not only financial reports but locations of performance & conformation sites, entries, judges, and the year held. Keeping a record of repeat expenditures helps to make the club budget easier to maintain. The Board (including the Officers) should always know where the club stands financially as it is important to the success and development of the Club. Officers should work closely with the National Specialty Show Chairs and the National Show Chair in making sure that the financial responsibilities are closely monitored.

The Club (membership) votes our Board members to manage the decisions made in the best interests of the Club based on the financial information provided, past and present member issues that may arise, legislative matters that we may be confronted with in attending Nationals in certain locals, the revision of our (NY) incorporation documents, and the updating of any other documents that help to manage and protect the Collie Club of America membership.

My suggestion to manage a large, diverse group would be to open your ears and your mind to their concerns and their point of view, have patience and understanding, but most of all work together to reach a resolution for the betterment of the membership, the Club and the survival of the Collie breed. I believe that the Secretary position needs to always be able to speak to every member of the Collie Club of America.

I have loved the past 18 years serving as the CCA Secretary to help preserve the history of our beautiful breed and this Club. I look forward

each year to attending the CCA National to renew friendships, make new ones, and continue passing out educational materials at the Secretary table. The future board of the Collie Club of America will need a person with a strong background of historical data, honest integrity, the ability to converse with all members, but most of all understand that our beloved Collie comes first. I would appreciate your support in serving as the CCA Secretary for the term of April 2024 until April 2026.

I would like to see the club members work together in peace. We each have our own vision to share but knowledge of where we came from, the present education that we can obtain, and a vision of where we would like to see this Club go is paramount to the future of the Sport of Dogs, the growth of this Club, but most of all keeping the Collie a great breed that families will want to love and own.

Thank you, CCA for giving me these years to treasure, all the memories and mostly the meeting and making of friends especially among those from my early days which I'd only read about in the Bulletin and Collie Cues along with their dogs, and not to forget the new friends I've gotten to know and to cherish. Thank you goes to the love of this beautiful and kind loving breed that introduced me to the world of dogs, dog shows, and wonderful friends.