

BCCA RESCUE COMMITTEE RESPONSIBILITIES

Purpose

To find new homes for Bearded Collies that are abandoned and find themselves in shelters or other facilities for lost or stray dogs or who come from abusive situations. The rescue program attempts to place purebred Beardies or as close to purebred as can be determined.

Duties of the Committee Chair

1. Administer the Bearded Collie Rescue Program of the BCCA by overseeing the placement of dogs who are brought to the attention of rescue. This is done through the network of volunteers throughout the country. All volunteers are required to be members in good standing of the BCCA.
2. Encourage members to be active supporters of the rescue program by signing on as local or regional representatives of the program.
3. Administer the funds designated for the Rescue Program from a number of sources. These funds finance the costs involved in getting a Bearded Collie out of a shelter, finding proper medical/veterinary services for the Bearded Collie, and boarding the Bearded Collie until a final home can be found.
4. Maintain the BCCA Rescue Database in a timely manner so that information on all rescue beardies is readily available to the board or others as approved by the board.
5. Supply information to other breed clubs who make seek help in establishing their own programs. (The BCCA Rescue Program has become a model for many other AKC breed clubs.)
6. Supply receipts and/or copies to the BCCA Treasurer on a quarterly basis. The annual review committee will use these to examine the financial records of the rescue program.
7. Take part in Rescue Parades, if possible, to honor rescued Beardies and their new owners.
8. Be well-versed in all standing rules that apply to this position.
9. Attend the AGM of the BCCA if possible.

Committee Yearly Work Plan

Because of the nature of the rescue program, much of the work has to be done on an as needed basis. The Chair, along with volunteers, have to be ready at any time to come to the aid of a Bearded Collie in need. Likewise the nature or needs of the animal are unpredictable.

Activities	Date to Be Accomplished	Person(s) Responsible
Maintain the BCCA Rescue Database	Ongoing	Chair
Solicit volunteers and educate them in rescue procedures.	Ongoing	Chair/Volunteers
Keep up to date with reimbursements to volunteers or with services that have been provided to a dog.	As needed	Chair
Send receipts to the BCCA Treasurer on a quarterly basis	Quarterly	Chair
Work with the rescue liaison of the BCCA Board.	As needed	Chair
Be readily available when needs arise to communicate with volunteers.	As needed	Chair
Submit yearly report to the Board and to the Bagpipes	Annually	Chair
Submit financial records to the audit committee.	Annually	Chair
Attend the AGM, if possible.	September/October	Chair

Additional Information

When dogs are not purebred Beardies, the rescue program refers them to other groups such as BONE. The Bearded Collie Connection is another group that tries to match purebred Beardies who have homes but need to be rehomed for various reasons.

Applicable Guidelines

Guidelines for the BCCA Rescue Program

Applicable Standing Rules

2.0 FINANCES	
2.3	Handling Funds. All funds, with the exception of the Beardie Rescue Account, the National Specialty Host Club Account, and the Beardie Camp Account, shall be handled by the BCCA Treasurer. The BCCA Treasurer shall be made an alternate signatory on all Specialty Host Fund accounts. 10/92-03, 08/11-02
2.4	Reimbursement for Expenses.
2.4.1	Board Expenses require approval of the board. A Request for Reimbursement form must be sent to the treasurer with receipts and a detailed accounting. The treasurer will send a report with a recommendation for payment to the recording secretary, who will include it on the agenda for the next meeting. 01/91-03, 03/97-01
2.4.2	Committee Expenses shall be submitted on a Request for Reimbursement form to the treasurer with receipts. Any amount requested that is over the budget allocation must be approved by the board. 02/93-05
2.5	Other Expenses. Any project that is not in the budget requires advance approval of the board. Quotations or project plans with detailed estimated expenses shall be sent to the recording secretary for inclusion on the agenda. The board shall notify the committee or member of its approval or disapproval of the project expenses. 02/93-05

5.0 COMMITTEES AND AFFILIATE CLUBS	
5.1	Committees of the BCCA. Chairs are appointed by the board at the first meeting of the fiscal year (July) and when necessary. All committee chairs shall operate in accordance with the job description for their committee. Job descriptions are approved by the board.
5.2	Committee Records, such as statistics, historical documentation, photographs, and displays are the sole property of the Bearded Collie Club of America and must be surrendered immediately when notified by the recording secretary at the direction of the board. 03/94-03, 06/99-02

8.0 NATIONAL SPECIALTY	
8.5 National Specialty Finances	
8.5.2	Specialty Profit Distribution. The overall specialty profit (income less expenses) shall be divided with sixty percent to the host club and forty percent to the BCCA, calculated as follows: <ol style="list-style-type: none">1. The proceeds of the auction held in conjunction with the national specialty shall be divided; thirty percent shall be sent to the BCCA treasurer, designated for beardie rescue unless otherwise directed by the board; the remaining seventy percent shall be included in the overall specialty income.2. Donations to the auction cannot be designated for a specific recipient. Specialty Income shall include a) all income provided by the BCCA to the host club, b) all income related to the specialty and c) seventy percent of the specialty auction proceeds. 10/93-04, 150224