

**Name** Lori Montero

**Address** 2506 Foxmoor Dr  
Monroe, NC, 28110

**Email** LoriMarCollies@gmail.com

**How many years have you been a member?** 32

**Select the office for which this nomination applies.** Treasurer

**Requirement 1: Officers elected must have a working knowledge of the CCA Bylaws (2021), CCA Board of Director Code of Ethics, CCA Code of Conduct (formerly known as the Code of Ethics), CCA website, CCA Newsletter, Public Outreach, and other CCA documents as needed to participate in discussions and actions of the Board of Directors.**

I have a working knowledge of the CCA Bylaws (2021), CCA Board of Director Code of Ethics, CCA Code of Conduct (formerly known as the Code of Ethics), CCA website, CCA Newsletter, Public Outreach, and other CCA documents as needed to participate in discussions and actions of the Board of Directors.

**Requirement 2: Officers elected must be familiar with the organizational structure of the CCA and its Operations Manual (pending approval).**

I am familiar with the organizational structure of the CCA and its Operations Manual (pending approval).

**Requirement 3: Officers elected must have a basic understanding of Robert’s Rules of Order (12th Edition) and why it is important.**

I have a basic understanding of Robert’s Rules of Order (12th Edition) and why it is important.

**Requirement 4: Officers elected must be willing to commit to attending electronic or telephone meetings as scheduled on a regular basis (typically monthly).**

I am willing to commit to attending electronic or telephone meetings as scheduled on a regular basis (typically monthly).

**Requirement 5: Officers elected must have internet access to be able to actively participate in the Board Discussion Group, committee meetings, and Board meetings.**

I have internet access to be able to actively participate in the Board Discussion Group, committee meetings, and Board meetings.

**Requirement 6: Officers elected must have basic computer and word processing skills, including the ability to open and edit word processing documents and spreadsheets.**

I have basic computer and word processing skills, including the ability to open and edit word processing documents and spreadsheets.

**Requirement 7: Officers agree to follow the CCA Code of Conduct, Board of Director Code of Ethics, CCA Board Confidentiality Agreement, and disclose any conflicts of interest and sign the Pre-election and Annual Conflict of Interest form. Documents may be found at <https://www.colliclubofamerica.org>**

I agree to follow the CCA Code of Conduct, Board of Director Code of Ethics, CCA Board Confidentiality Agreement, and disclose any conflicts of interest and sign the Pre-election and Annual Conflict of Interest form.

**Describe your qualifications and responsibilities relating to the role of CCA Officer.**

CCA Member since 1992 (32 years)

Membership Committee - Past Chair, Current Co-Chair and PayPal Coordinator (14 years)

Realignment Committee - former chair (4 years)

Former District Director for North Carolina

CCA Breed Education - Breed Mentor, Judges' Education seminar presenter for AKC Judges' Education (Eukanuba/Royal Canin, Greenville, SC, Raleigh, NC), Breed Education Committee Member and seminar facilitator 2023

CCA National Experience - Merchandise Chair – 2007, 2010, 2012 / Announcer – 2010, 2011, 2012, 2014

Collie Health Foundation - Past Corporator / Past Board of Director / Past Secretary (6 years) / Past Newsletter Editor

(9 years) / Recipient of the President's Award / 2022-2023 Member of the Elections Committee

Quarter Century Club Member

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Local Clubs: former member of Piedmont Collie Club, Collie Club of San Antonio, East Tennessee Collie Club

AKC Judge Conformation Judge: Collies (regular status received) May 2010 / Shetland Sheepdogs – regular status received March 2023 / Limited Junior Showmanship - provisional status

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**&lt;span style=&quot;font-size:10.0pt;line-height:107%&quot;&gt;Professional Experience relative to the role of Treasurer:&lt;/span&gt;**

· Current:

o Director of Branding and Marketing for Lake Norman Chrysler Dodge Jeep RAM (Parks Automotive Group) responsible for overall marketing and advertising strategy and budget management of 7 profit centers. Marketing and advertising including traditional (tv and radio), digital and social campaigns, event management, vendor/partner and 3rd party marketplace performance, reporting/analytics, process improvement and training.

o Office Manager/Accountant – Bulldog Equipment Sales – heavy equipment wholesale manufacturer’s rep organization managing 4 sales reps. Daily activities include managing vendor/wholesaler/manufacturer relationships along with invoicing and sales commission payouts.

· Former: Hendrick Automotive Group

o Senior Manager – CRM & Telephony

o Senior Business Analyst, Advertising Solutions – vendor/partner accountability, \$2.5 million in cost savings across the enterprise (97 rooftops)

o Senior Advertising Manager – managed marketing budgets for 17 dealerships across to include digital, social, direct mail and traditional marketing covering variable and fixed operations (total budget management in excess of \$25 million)

**For your personal biography, in addition to the qualifications you have included above, please answer the following questions about the CCA Officer's role and responsibilities.**

**Briefly describe the role and duties of each office and director as identified in the CCA Bylaws (2021).**

Let's start by defining the "Board".

**BOARD.** Except as otherwise provided by law, the Certificate of Incorporation of the Club or these Bylaws, the activities, property and affairs of the Club will be managed by the Board. The Board shall consist of the duly elected Officers and the District Directors of the Club, each of whom shall be a Club member in good standing who is at least eighteen years of age. **The Board shall consist of twenty (20) voting members as follows: specifically, the five (5) Officers elected by the members consisting of President, First Vice President, Second Vice President, Secretary and Treasurer; and the fifteen (15) District Directors, which number includes the International 8 District Director,** elected in accordance with Sections 4 and 5 of this Article (the Officers, together with the District Directors, collectively, the "Voting Directors"). In addition to the Voting Directors serving on the Board, there will be **one (1) non-voting member of the Board comprised of the one (1) AKC Delegate,** as defined in Section 6 of this Article (such AKC Delegate also defined herein as the "Non-Voting Director"). As used in these Bylaws, the Voting Directors, together with the Non-Voting Director of the Board, shall be collectively designated the "Directors" (and each, a "Director"); and "entire Board" means the total number of Voting Directors entitled to vote which the Club would have if there were no vacancies.

a) **PRESIDENT.** The President shall be the chief executive officer of the Club and shall supervise generally the management of the affairs of the Club subject only to the supervision of the Board. The President shall preside at all meetings of the members and the Board, nominate all committee chairpersons and any additional committee members nominated by each such committee chairperson to the respective committee, nominate an AKC Delegate (as defined in Section 6 of this Article) and an editor for the national bulletin, subject to the approval of the Board, and shall perform such other duties as are incidental to the office or that may be required by the Board or by the Membership.

b) **VICE-PRESIDENTS.** In the absence or disability or death of the President or if the office of the President is vacant the First Vice-President shall exercise all of functions of the President, or if the First Vice-President is unable to serve, the Second Vice President shall exercise all of the functions of the President. In the vacancy of the office of the First Vice-President, the Second Vice-President will automatically become the First-Vice President. b) **VICE-PRESIDENTS.** In the absence or disability or death of the President or if the office of the President is vacant the First Vice-President shall exercise all of functions of the President, or if the First Vice-President is unable to serve, the Second Vice President shall exercise all of the functions of the President. In the vacancy of the office of the First Vice-President, the Second Vice-President will automatically become the First-Vice President.

c) **SECRETARY.** The Secretary shall keep minutes of all Board, Executive Committee and Membership meetings and report to the membership; shall issue notices for all meetings; shall preserve all letters, records and data considered by the Board of vital importance for a permanent record of the objectives of the Club as set forth in Article I (NAMES AND OBJECTIVES) of these Bylaws; shall keep the official roll of members of the Club with their addresses, which shall be sent to any Member in good standing, upon written request, not more than once every Club year; shall be jointly responsible for the membership with the Chairperson(s) of the Membership Committee; shall from time to time issue and mail to the membership such bulletins as he or she may deem pertinent and of general interest to the membership, or as ordered by the Board; shall perform such other duties as are incidental to this office which may from time to time be authorized by the Board.

d) **TREASURER.** The Treasurer shall be the custodian of the funds, securities and property of the Club and shall keep regular books of account; shall render an accounting from time to time as requested by the Board and an accounting of the Club's financial status at the annual meeting; shall deposit the funds to the credit of the Club in such bank or trust company as the Board shall direct and shall make disbursements

only in accordance with procedures set forth by the Board.

##### e) DISTRICT DIRECTORS. There are 15 District Directors that, along with the officers, comprise the Board. Fourteen (14) "Districts" are set up to be geographical representation of the members in the United States of America with one (1) collective District established for the International members. Each District shall have one or more District Director(s) (each, a "District Director") who shall serve on the Board to represent the members of such District.

**Discuss in more detail the specific office of this nomination and how it relates to the CCA Board as a whole. Use the CCA Bylaws, Director Code of Ethics and Confidentiality Agreement in formulating your answer.**

The Treasurer shall be the custodian of the funds, securities and property of the Club and shall keep regular books of account; shall render an accounting from time to time as requested by the Board and an accounting of the Club's financial status at the annual meeting; shall deposit the funds to the credit of the Club in such bank or trust company as the Board shall direct and shall make disbursements only in accordance with procedures set forth by the Board. The Treasurer shall be elected at an annual meeting of the Club membership and shall serve for a term of two (2) years and until the election of his or her successor at the second annual meeting of the Club membership thereafter. If required so to do by the Board, the Treasurer shall furnish a bond or undertaking in such amount as may be deemed by the Board sufficient to safeguard the funds and property in his or her custody conditioned upon the faithful performance of the duties as Treasurer and the cost of such bond shall be a charge against the funds of the Club.

**What is the role of an Officer in relation to confidentiality? Use the principals outlined in the Board of Directors Confidentiality Statement when formulating your answer.**

The role of an Officer with regard to confidentiality is to preserve privileged information. Members of the Board should demonstrate professionalism, good judgement and care in handling sensitive information related to the CCA. Opinions expressed in meetings and any communication not approved by the Board or not supported by Board policy, procedures or decisions are not to be shared.

Any forms used to conduct business, information discussed in closed Executive Session and any Club information, personal comments or any member personal data is considered private and shall not be shared.

**Why is having a working knowledge of the CCA Bylaws (2021) important to your role?**

The CCA Bylaws (2021) outline the role and responsibilities of the Treasurer. The Bylaws are the foundation for the operation of the Club and having a working knowledge of the Bylaws is imperative so that the Club operates effectively and efficiently. The Bylaws are the governing document and should be strictly followed.

**Why is a basic understanding of Robert's Rules of Order (12th Edition) important for an Officer?**

Robert's Rules of Order allow for the proper structure for conducting a meeting. Basic understanding is important and imperative so meetings are conducted in an orderly fashion. Motions, seconds, discussion and voting are components necessary to conduct an efficient meeting in a timely manner.

**Describe your understanding of the fiduciary responsibility an Officer holds as it relates to running the club including implications for costs in decision making, interpreting treasurer reports, national show bids, and any other financial matters of the CCA.**

Understanding the fiduciary responsibility as an Officer is of utmost importance. Fiduciary duty should be the basis for decision making when it comes to reviewing financial matters, especially when negotiating national show bids, contracts with suppliers (merchandise, trophies, ribbons, etc.). The obligation to do due diligence and vetting falls under fiduciary duty and should be exercised in the best interest of the Club. There is no room for personal agendas if fiduciary responsibility is a core component of decision-making.

**What is the significance of the following statement regarding NY Not-for-profit board responsibility (501(c)(7)): Directors must vote and make decisions based on the best interest and benefit of the entire organization and not just a particular group of beneficiaries.**

This statement speaks to fiduciary responsibility. Decision-making should be based on sound judgment, not individual/personal agendas. Decisions should be based on the 'whole' and not pieces/parts.

**Do you have experience managing a large, diverse, and sometimes divisive group of members? What strategies would you use to move the club forward if an issue arises? As part of your answer, provide a specific example and how you managed/would manage a group to a workable outcome.**

Yes - I have experience managing a diverse group of individuals across an organization consisting of 97 dealerships and over 12,000 employees and a marketing department consisting of 25-30 employees. It is important to allow opinions to be expressed and to offer an explanation behind anything that causes a change to occur. Inherently, people are not conducive to change - it's uncomfortable and can be intimidating. In my opinion, it's important to be transparent, to communicate effectively and to empathize.

**Why do you want to serve, or continue to serve, as an Officer of the Collie Club of America?**

The CCA is important to me. I want to see the organization continue to thrive and grow. There is much to be done to protect the Breed and I'd like to continue to be able to contribute.

**What is your vision for the Collie Club of America?**

There are several initiatives we need to continue to work on:

1. 2-3 centralized locations to hold our National specialty
2. formation of a standing National specialty committee consisting of individuals willing to host the National each year (streamlines contracts, sets expectations, controls expenses, establishes continuity and allows for consistency)
3. continue to work to establish a Junior showmanship scholarship program
4. continue to protect and promote the Collie through general and judges' education

**This nomination form must be complete and include a signed Pre-election and Annual Conflict of Interest Statement, Board of Directors Code of Conduct, and Confidentiality Agreement. An electronic Pre-election and Annual Conflict of Interest Statement, Board of Directors Code of Conduct, and Confidentiality Agreement are included at the end of this form for your signature.**

**Signature**



Part 1 of 2

## **Pre-election and Annual Conflict of Interest Statement**

I, the undersigned, am, or may become, a Director of Collie Club of America, Inc. (the "Club") and I hereby certify to the following:

**Part 1**

- I have received a copy of the Club's Conflict of Interest Policy, which is included in Article XIV of the Club's Bylaws.

- I have read the Club's Conflict of Interest Policy and I understand it.
- I acknowledge that I receive information which must remain confidential.
  - I agree to fully comply with the Club's Conflict of Interest Policy.
  - I understand that the Club is a tax-exempt organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

**Part 2 of 2: To the best of your knowledge, are you an officer, director, trustee, member, owner, or employee of any entity with which the Club has a relationship?**

NO

**If yes, please identify the entity, your relationship to that entity, and the relationship that entity has to the Club. Please include information for all entities.**

N/A

**Part 2 of 2 continued: Is there any transaction in which the Club is a participant and which you have or may have a conflict of interest?**

NO

**If yes, please identify the transaction with which you have or may have a conflict of interest. If you have or may have a conflict of interest with more than one transaction, please describe each conflict of interest below.**

N/A

**Signature**



## **Board of Directors Code of Conduct**

Members of the Board of Directors for the Collie Club of America (hereafter referred to as "Club" in this document) serve in leadership positions and, therefore, are held to a higher standard of conduct than non-board Club members. By signing this Code of Conduct, each Board member demonstrates his/her commitment to honest and ethical Board service by agreeing to the following provisions.

**As a member of the Board of Directors for the Collie Club of America, I will**

Adhere to the Club's By-Laws and act within the boundaries of its authority as defined by New York State Non-Profit law.

**As a member of the Board of Directors for the Collie Club of America, I will**

Strive at all times to discharge my duties and serve the interests of the Club as a whole regardless of my personal interests. This includes being fully versed in the governing documents of the Club and Director Guidelines.



**As a member of the Board of Directors for the Collie Club of America, I will**

Use due diligence and sound judgement to make the best possible business decisions for the Club taking into consideration all available information, circumstances, and resources.

**As a member of the Board of Directors for the Collie Club of America, I will**

Immediately disclose to other Board members any conflict of interest as soon as I become aware of the potential conflict.

**As a member of the Board of Directors for the Collie Club of America, I will**

Treat other Directors and members of the Club with respect at all times and refrain from making personal attacks on or inflammatory comments about anyone.

**As a member of the Board of Directors for the Collie Club of America, I will**

Provide member feedback and participate in discussions on Club motions and actions, but support and abide by all duly adopted Board decisions once made.

**As a member of the Board of Directors for the Collie Club of America, I will**

Continue to remain a Club member in good standing for the duration of my term.

**As a member of the Board of Directors of the Collie Club of America, I will NOT**

Reveal any discussion or decisions made during any properly closed Executive session of the Board without prior approval of the Board.

**As a member of the Board of Directors of the Collie Club of America, I will NOT**

Use my position and/or decision-making authority for personal gain or to seek advantage over another Club member.

**As a member of the Board of Directors of the Collie Club of America, I will NOT**

Share specific comments or identifying information from the Board discussion group without permission.

**As a member of the Board of Directors of the Collie Club of America, I will NOT**

Divulge personal information about any Club member that was obtained in the performance of Board duties.

**As a member of the Board of Directors of the Collie Club of America, I will NOT**

Misrepresent known facts in any issue involving Club business.

**As a Board member, I have read the Board of Director Code of Conduct presented above. I agree to abide by the requirements of this policy and to inform the Board President immediately if I believe any violation (unintentional or otherwise) of the policy, has occurred.**

I agree



Signature



## Board of Directors Confidentiality Agreement

Confidentiality refers to the duty to preserve privileged information and to share entrusted information responsibly. Board of Director members are cautioned to demonstrate professionalism, good judgment, and care at all times in handling any information relating to the Collie Club of America (hereafter referred to as "Club" in this document) to avoid unauthorized or improper disclosures of confidential information.

Board members are expected and encouraged to discuss Club business with one another and with members. However, there are limits to what is shared and how it is shared as outlined below.

Therefore, the undersigned hereby acknowledges and agrees to the following:

**Any document or form created by conducting Club business is considered proprietary and all information contained therein shall be considered confidential and will not be discussed, duplicated, published or released in any format unless said document or form is originally intended to be non-confidential or until instructed to be disclosed or published by a majority vote of the CCA Board of Directors.**

I agree

**All information discussed or reviewed in a closed Executive Session meeting shall be interpreted as confidential and will not be discussed or released to anyone not in attendance at that meeting without prior Board approval.**

I agree

**Specific or identifying information shared or discussed on the Board discussion forum will not be shared outside the board without permission. General topics of discussion may be shared with members for feedback.**

I agree

**Any Club information, personal comments, or any member personal data collected by the Club will be considered confidential information and will not be discussed or released in any manner unless through an approved venue and/or for a clearly delineated specific purpose (such as the website, committee chairs, member and judge bios, election materials, etc.).**

I agree

**I agree with and shall abide by all provisions of this Confidentiality Agreement. I understand and agree that failure to abide with any and all provisions listed herein may result in immediate loss of access to information and potential disciplinary actions by the Club.**

I agree

**Signature**

A handwritten signature in black ink, appearing to be the initials 'JR'.