



**Newfoundland Club of America, Inc.**  
**Board of Directors Teleconference Meeting**  
**September 27, 2005**  
**8:30 p.m. Eastern Time**

**Agenda**

**Reading of the Minutes of last meeting**

**President's Report (Roger Frey)**

- *Newf Tide*

**1<sup>st</sup> Vice-President's Report (Sandee Lovett)**

**2<sup>nd</sup> Vice-President's Report (Mary Lou Roberts)**

- Committee information (under separate cover)

**Recording Secretary's Report (Mary Lou Cuddy)**

**Corresponding Secretary's Report (Aura Dean)**

- Letter regarding AKC Lifetime Achievement Awards (under separate cover)
- Letter regarding the PAWS statute (under separate cover)

**Treasurer's Report (Mary L. Price)**

**AKC Delegate's Report (Mary W. Price)**

**Committee Reports**

**Executive Session**

- Membership Applications (attachment pages 1-46)

**Unfinished Business**

1. Motion: To review the policies governing the procedures for handling grievances (see policy manual, Volume II, page 19, "Hearing Procedures: Disciplinary") with the intent of making explicit the policies that apply to the jurisdictional phase of the proceedings. (Mary Lou Roberts) (tabled from July 25, 2005 teleconference)
2. AKC/Eukanuba National Championship catalog ad (tabled from 7/6/05 teleconference) (attachment page - FYI section of the June 29, 2005 agenda)

## New Business

3. Discussion of adopting this set of guidelines (or coming up with a revised set) that will standardize and clarify the content of our minutes. (Mary Lou Roberts) (tabled from the August 29, 2005 teleconference) (attachment page 87-89 of the 4/25-26/05 agenda)
  - Adopting a set of guidelines like this would have many benefits.
  - A. It would greatly reduce the amount of time we spend arguing about who said what. The time we are spending now on these minutes is outrageous.
  - 2. Reduce the amount of space we take up in Newf Tide while still retaining an accurate record of the meeting for historical purposes.
  - 3. Give the membership an accurate and complete picture of what happened at our meetings -- especially now that they will have full access to every single word that was said through our recordings/transcripts.
  - 4. Free this Board up to get some REAL work done on behalf of the club and the breed.
  
4. Motion: Not to have the minutes in Newf Tide and mailed to everyone but to have a multiple distribution methods. That approach may save around \$8,000 per year and free up Newf Tide for more interesting articles (Jack Dean)
  - Rationale:
    - A. The minutes can take from 15 to 25 % of Newf Tide. Not printing those minutes and mailing them would be a significant cost savings of about \$8,200. To put that figure in perspective, that amounts to about \$5.00 in each member's dues.
    - B. People could then get the minutes in about one of three ways.
      - i. They could go to the NCA website where they are available for reading on line and could also be made available in the form of a PDF file for easy download.
      - ii. As soon as the minutes are approved they could be distributed as a pdf file by email to the members who requested it. I used that system when I was recording secretary and it seemed to work fairly well. The present recording secretary has discontinued such distribution.
      - iii. For those people who would prefer to be mailed a hard copy of the minutes, they could contact a volunteer who would make the photocopy and mail it to them using the United States Postal Service.
  
5. Motion: Have the minutes set forth in the very beginning a listing of the topics contained so that members have a brief synopsis of what was accomplished and have that summary linked on the website minutes so members can just click on that topic and go right to the section they want to read. (Jack Dean)
  - Rationale:
    - A. Right now the minute are so long it takes forever to find something in them a list at the front would be helpful
    - B. On the website they could be linked and that would make them more readable.

6. Motion: To reduce the time spent at the annual meeting by requiring that each officer, AKC Delegate and committee person write out a summary of what they would normally say, have it reproduced and distributed at the annual meeting and then limit each of the above persons to two minutes of speaking time and then as much time as required for answering any questions from the membership. (Jack Dean)  
Rationale:
  - A. People are already writing out their report and then reading it to the membership at the annual meeting.
  - B. This will give the membership something to do while waiting for the meeting to start
  
7. Motion: Have the election packet prepared and distributed to all of the candidates and board members before it is sent to the printer so that any errors can be caught. (Jack Dean)  
Rationale:
  - A. Inadvertent errors creep in under the best of circumstances.
  - B. This way, they can be caught early.
  - C. No harm in letting the candidates and board member see it early because everyone is going to see it a few weeks later.
  - D. Where possible distribute the information electronically to save money.
  
8. Motion: Have a committee investigate the possibility/feasibility of using ballots that could be machine read instead of having to be hand counted and report back in time to have their recommendations adopted for the upcoming election. (Jack Dean)  
Rationale:
  - A. It takes a lot of time to count the ballots, particularly when there are a lot of candidates.
  - B. One time we had the counters and the alternates all helping but it took about a day. That is about 8 man days to count ballots which could have been counted by a machine in less than 10 minutes.
  - C. The expense might be minor and save a considerable amount of time.
  
9. Motion: Since RPC came up with the idea of an 800 number, we have had some changes: the Breeders List is improved, we have an 800 number for AKC referral and for Gen Ed, and the AKC OBC has appeared. Do we want to revisit some of this and get a real "big picture" plan of what we are doing and where we are going with these projects? (Patti McDowell)
  
10. Motion: To specifically state and place in the policy manual that the NCA Board's function in its initial review of a new member application before publication shall only be to see if the application is in order and that it has two sponsors who conform to the requirements of the NCA By laws. If that occurs then the applicant's name shall be published for comment by the membership. If there is a technical problem with the application then the applicant shall be notified and given an opportunity to correct the problem. (Jack Dean)  
Rationale:

- A. One member, who has significant parliamentary background, has publicly stated that in his opinion he always felt that the initial stage was to be used as stated above.
- B. In reality, it is not used that way.
- C. The Board feels it has a right to turn people down for whatever reason at this preliminary stage.
- D. This motion will correct that defect.

11. Motion: To request the C&BL committee consider and report back on changing the ethics guide to include health testing standards and the disclosure of health test results for any NCA member who breeds dogs. (Jack Dean)

Rationale:

- A. There have been great scientific advances in health testing in the last few years but our ethics guide is outdated.
- B. The only way that the NCA can impose any sort of health testing and disclosure is if the person is on the breeders list, which covers around 100 members.
- C. There should be a standard that all members should comply with.

12. Motion: To specially state and place in the policy manual if the NCA Board believes that it has full right of review in the initial stage of approving an applicant before publication, then it takes only a simple majority vote to move the applicant on to the next stage rather than the current supermajority. (Jack Dean)

Rationale:

- A. Some board members will take it as a breach of executive session if I say what goes on in the applicant approval process.
- B. Therefore, I will not give a detailed rationale for this motion other than to say it will clear up the other problem raised by a parliamentary authority.

13. Motion: If a board member in any stage of a membership application prior to publication raises a problem with an application, the applicant and their sponsors shall be informed of what board member raised the problem, the problem raised, and an opportunity to respond to the allegation unless there are highly unusual verifiable circumstances that would show that physical retaliation is likely. (Jack Dean)

Rationale:

- A. Board members are not given superior rights to object to an applicant just because they are board members.
- B. The current NCA policy is that after publication the applicant must be given notice of the charges if those charges are to be considered.
- C. Board members should not be held to a lesser standard than the membership when it comes to approving new applicants.

14. Motion: The board shall establish within 30 days standards equally applicable to all applicants which shall be published and shall be the only reasons for turning down a member. (Jack Dean)

Rationale:

- A. This is the legal standard required by Connecticut state law

B. Refer to the statues when they say: "Sec. 33-1056. Rules for membership. (a) Membership shall be governed by such rules of admission, retention, withdrawal and expulsion as the bylaws shall prescribe, provided all such bylaws shall be reasonable, germane to the purposes of the corporation, and equally enforced as to all members".

C. Then look at what our minutes said when we discussed the "optional" test issue at the last national in Delavan. [This concerns the "optional" test on the NCA documents that was included for about a year as part of the application of a new member.] There was some discussion on whether the language should be added that the applicant should be told that if he does not take the test it will not hurt his application. One Board member felt that if a person refused to take the [optional] test that could be a reason for turning him down.

D. When asked the question of one Board member if she felt under our NCA By- laws that we can turn applicants down for any reason. She answered yes. The motion passed 6 yes 4 no 1 abstention. 1 absent.

E. Such a written standard will inject reason into the application process.

F. Such a standard will prevent a black ball approach to an applicant.

G. Under federal standards, all applicants must be treated uniformly.

15. Motion: to waive the fee for a person on the breeders list if they paid in the prior year and did not have any puppies for sale. (Jack Dean)

Rationale:

A. The breeders list has increased to about 100 members from a low of 40, thanks primarily to the efforts of the committee and Patti McDowell calling large number of people on the phone.

B. Many of the people on the list are infrequent breeders who are on the list to do a public service for our Newfs by answering inquiries of novice puppy buyers in search of a Newf.

C. They volunteer their time and expertise even when they have no puppies

D. It is not proper to make them pay for the job of helping the NCA and novice puppy buyers

E. This motion would correct a problem because they would not be charged for renewals on the list once they have been on it for a year when they had no puppies to sell.

16. To discuss sending key pieces of correspondence to NCA members by an email distribution list. (discussion from the 4/25-26/05 meeting)

17. Motion: Approve a letter of appreciation to JEC for inviting the Board to view its new slide program at the CA National. (Jacqueline Brellochs)

Once a letter is approved, Board members may send comments to the Recording Secretary to be incorporated. This way, committee members will receive one mailing instead of multiple ones. Letter might be along the following lines:

Dear Betty and Fellow JEC Members,

We wish to express our thanks for your invitation to view the committee's new slide show for prospective judges of our Newfoundlands.

We are pleased to learn that JEC has technical help to transform slides, additional photos and videos into a Powerpoint program for an even better tool in judges' education. Mindful that a variety of perspectives can improve any endeavor, Board members suggest the following areas for consideration: (i.e. Board members' comments regarding the slide show and ideas for the Powerpoint program to be developed)

We look forward to viewing the continued results of your committee efforts and to contributing input before the project is finalized. Your long standing work for our breed is much appreciated.

NCA Board of Directors

18. Motion: To have the **Policy Manual** chair prepare the updates in the manner which she originally stated, namely after the publication of each set of minutes. (Jack Dean)

Rationale:

- A. Originally I had a motion on the agenda a year ago which requested certain changes in the **Policy Manual** preparation
- B. The **Policy Manual** chair then wrote that she would
  - i. "I plan to do a complete review, correction/update, and reformat of the entire content of the **Policy Manual**, going back to its original conception. I expect this will take many months, and I plan to complete it and submit it for Board approval section by section.
  - ii. As this work is being done, I will simultaneously maintain the existing manual and will be doing updates within 30 days of receipt of the final approved minutes from each Board meeting."
- C. To date we have not had any sections of the new manual and we are not getting updates within 30 days of receipt of the final approved minutes.
- D. It is just too difficult and time consuming to get everything once a year a few days before the national meeting and expect corrections to be made.

19. Motion: To have something done about quickly implementing the 800 call in number for novice puppy buyers. (Jack Dean)

Rationale:

- A. This 800 number is an exceptionally important concept and has widespread membership support.
- B. Unfortunately it has been around forever. I originally proposed it in 1999.
- C. The Rescue Prevention Committee twice sent reports back but their final conclusion was they did not want to do it.
- D. One Board member asked that last year instead of doing something we wait until she had an additional proposal in March, 2005
- E. We are not in June of 2005 and nothing has been done. Our Newfs are being hurt by this inaction.

20. Motion: To ask the Ad Hoc CIO Committee and the Finance Committee, working together with the Treasurer, to develop a recommended set of policies and procedures for the secure handling of credit card information. (Mary Lou Roberts)  
Rationale: We need a recommended set of policies and procedures for handling of credit card information that might
- A. Include use of a service like PayPal;
  - B. Centralize the acceptance within the NCA of any credit card information (e.g., not having National Specialty attendees filling out credit card info on a multitude of order forms and mailing it to the Hospitality Chair, the Way & Means Chair, the Registration Chair, the Honors Parade Chair, etc., and mailing such information to the Membership Chair);
  - C. Recommend security policies for encryption of sensitive data when sent over the internet.
21. Motion: To expand the ongoing responsibilities of the Finance Committee to include pre-signing contract review and ongoing audit of charges against contracts for all contracts executed on behalf of the NCA that either 1) exceed \$3,000 in anticipated expenditures during the life of the contract, and/or 2) involve recurring costs (e.g., Newf Tide printer, uniform trophy supplier, etc.) (Mary Lou Roberts)  
Rationale: The NCA Board does not have sufficient knowledge of or oversight of the contracts that bind the NCA for its largest expenses. The Finance committee represents a collection of our members who have experience in business finance. They are best equipped to provide oversight for the contracting process, serving as an interface between committees that must commit large amounts of NCA expenses, and the NCA Board that must approve these contracts.
22. Motion: To request the Internet Committee to immediately post on the NCA website the approved form for election petitions (Jack Dean)  
Rationale: A standard form would provide a “safe harbor” so that every candidate would know what is a satisfactory nominating petition form.
- A. This form was approved last year by the NCA board with a direction for the Internet Committee to post it on the website;
  - B. To date nothing has been posted;
  - C. The time is drawing close where candidates will need such a petition.
23. Motion: That anyone who in the capacity of a board member who reviews or examines the contract for the position of editor or printer of Newf Tide is precluded from submitted a bid for those positions for the next five years. (Aura Dean)  
Rationale: Any one who has reviewed or examined these contracts or bids would have an unfair advantage by virtue of the information accessed through the bid and contract process.
24. Motion: That the Board of Directors request the General Education, NCA Rescue Network and **Breeders List** Committees to develop/implement a puppy referral list and a rescue referral list. These referral lists are to be up and functioning within the next six months. (Kathy McIver)

Rationale: Some points to consider would be nominal fee (\$25.00?) would purchase an NCA member or club a four week listing in the referral program. Monthly, each breeder on the **Breeders List** would receive an electronic puppy referral list and rescue referral list, as would the regional clubs. The NCA's website could instruct people seeking puppies contact the **Breeders List** person closest to their location for a current listing of puppies that are on the ground or available rescues. Any funds generated from this could be used to increase the NCA's presence in various search engines since the program itself would not really require any operating funds.

25. Motion: To request that the **Newf Tide** Policy Committee further investigate ways to ensure that all NCA members in the United States (most specifically, those who have been experiencing long delays in California) receive their copies of Newf Tide in an equitable and timely basis, and come up with suggestions to accomplish this. If the committee believes that the problem cannot be resolved, the Board should request that they issue a formal report to the membership explaining why there can be no resolution. (Mary Lou Roberts)

Rationale: This has been an ongoing problem for years, and many NCA members do not understand why it has not/cannot be resolved, despite their complaints. Many have even offered to pay more for first-class postage just so they can receive their copies promptly. The problem should either be resolved or the reasons why it cannot be should be clearly explained to the members.

26. Motion: Board meeting minutes will be circulated with a deadline for any additions and/or corrections. Those additions/corrections (which may be accompanied by rationales) will then be circulated with a deadline for additional comments. No additions or comments will be entertained after the second deadline. When the Board moves to approve the minutes, the additions and corrections will be voted on, and not re-read, as it will be expected that all members are familiar with them and have considered them carefully. (Jacqueline Brellochs)

27. Motion: That no judge hired for a National Specialty will be approved to judge a Regional Specialty within 12 months and that no judge will be approved to judge two or more regional specialties within a 12 month period. (Jacqueline Brellochs)

Rationale: We have roughly 16 regional specialties/year. (Newf Tide reports: 16 for 2003 and 13 for 2004) The latest list of AKC judges approved for Newfoundlands totaled 387. (20 being Newf breeder judges) (BMNC Regional, 10/06/05 - Dorothy Collier; Colonial Regional, 10/29/05 - Dorothy Collier; National Specialty, 2006, Bitches - Dorothy Collier)

28. Motion: To consider a donation to the AKC and AKC/CAR Hurricane Katrina Relief Fund. (Mary Lou Cuddy) (attachment page 47)

29. Motion: When an NCA member and his/her search and rescue animal-assisted crisis response Newfoundland gets called out to a major disaster--either man-made, such as the World Trade Center, or to a natural disaster, such Hurricane Katrina--make a donation of up to \$250.00, depending on the situation and the distance traveled, to the

team to show them that the NCA as a club supports their endeavors. To take advantage of this, handlers must notify the Board when their Newf has been certified as a search and rescue/crisis-response dog and then notify the Board at the time that the team has been called to assist, stating the specifics of the situation. (Mary Lou Roberts)

Rationale: Some people are pursuing the use of Newfoundlands as true working dogs through different outlets: search and rescue, animal-assisted crisis response as well as general service dogs, and the expense and time involved in the training is a huge commitment. In addition, currently, these handlers typically pay all travel expenses to these situations themselves.

While search and rescue/crisis response has not been the traditional venue of Newfoundlands, this activity does support our breed as a working dog and it promotes our breed to the general public in a positive fashion.

## **Adjournment**

### **FYI**

- ***Newf Tide*** printer and editor contracts
- Letter to Senator Santorum regarding the PAWS bill
- To Do List (under separate cover)
- Board Directory