



**Newfoundland Club of America, Inc.**  
**Board of Directors**  
**Teleconference Call**  
**April 15, 2010**  
**8:00 pm Eastern Time/ 7:00 pm Central Time**

**Agenda**

- 1. Reading of the minutes of last meeting**
  - Approval of the March 18 & 25, 2010 minutes
- 2. President's Report (Roger Frey)**
- 3. 1<sup>st</sup> Vice-President's Report (Mary Lou Roberts)**
- 4. 2<sup>nd</sup> Vice-President's Report (Kathy McIver)**
- 5. Recording Secretary's Report (Mary Lou Cuddy)**
- 6. Corresponding Secretary's Report (Pat Randall)**
- 7. Treasurer's Report (Mary L. Price)**
- 8. AKC Delegate's Report (Mary W. Price)**
- 9. Committee Reports**
  - Breeder Education Committee
    - Review of kennel management heart survey
  - Committee Survey Results
  - Electronic Publications Policy Committee (attachment pages 3,5)
    - Electronic Mail Discussion Lists Policy
  - Rescue Education and Awareness Committee (attachment page 4)
    - Committee use of gift bags and bandanas at the National Specialty to raise awareness of the committee
  - Working Dog Committee
    - Response to Board's request for input on the AKC Parent Club Titles Program
- 10. Executive Session**
  - Approval of NCA Applicants
  - Committee Appointments

## 11. Unfinished Business

- Discussion Item: Should the Board revisit the policy concerning communications between NCA committees? (from the March 18, 2010 meeting)
- Discussion Item: Review and finalize the recent Board-approved *Constitution and Bylaws* for submission to the AKC and the State of Connecticut. (Jacqueline Brellochs)

## 12. New Business

- Motion: Beginning with the 2011 National Specialty, the NCA will reimburse each NCA Board member for room charges for each night the Board members are required to be at the National site prior to Tuesday afternoon. This will include the night before the first meeting of the Board. (Example: if the Board meetings begin on Sunday afternoon, room charges for Saturday, Sunday, and Monday nights would be reimbursed). (Mary Lou Roberts)

Rationale: While the NCA does reimburse room rates for the fall face-to-face meeting of the Board, it historically has not done so for meetings at the National based on the logic that all Board members are expected to attend the National anyway. However, that precedent was established long before the length of the meeting agenda required Board members to arrive several days early in order to complete the business of the club. As things are now, Board members often must incur substantial costs (not just room charges but other expenses as well including additional lost wages, payment for kennel help, boarding charges, etc.) Certainly all those who run for the Board understand that they are making this commitment. However, I am concerned that the size of the cash outlay required to serve as Board member may deter some good people from running for the Board.

- Discussion Item: Consider paying the Webmaster for the job done in maintaining the NCA Web site. The NCA right now is truly blessed with having a volunteer who has performed a wholly professional job that comes near to (if not exceeds) the hours required for full-time employment. This job as it is now being performed would certainly cost in the range of \$30,000 to \$50,000 if contracted for outside the club. It is also questionable whether or not another NCA volunteer would be able to make the same level of commitment to volume and timeliness that we currently enjoy. Note also that this proposal deals just with maintenance of the Web site and does not include any other technical functions such as e-newsletter development. (Mary Lou Roberts)

Rationale: The NCA has correctly paid the editor of *Newf Tide*--another job that requires significant time and professional-level skills. The job of Webmaster is at least as demanding in terms of time and skill level. And in

the past, the NCA has also provided an annual stipend to another function that required far less time and no special skills.

- Discussion Item: To determine how to move forward with the database project including what strategy the NCA has to provide for consistent management and continuity to long term projects or those that may require high levels of expertise to execute and manage. (Lynne Anderson-Powell)
- Discussion Item: Discussion about sharing information with regional clubs in general and specifically sharing information about supplying fire departments with oxygen masks for pets. (Maredith Reggie)

### **13. Adjournment**

### **14. FYI**

## NCA COMMITTEE REPORTS

Guests: Marylou Zimmerman, EPPC – 10 pm, Eastern:

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### ELECTRONIC PUBLICATIONS POLICY COMMITTEE

Policy Proposal – Electronic Mail Discussion Lists  
pursuant to: Part III, section C. of the EPPC Policy Manual  
approved by NCA Board of Directors: \_\_\_\_

#### Purpose:

To meet the communication needs of officially recognized groups within the NCA E-mail discussion lists may be set up with the approval of the BOD. Each list should define its purpose, intended audience and qualifications for joining the list on the list homepage.

Lists may be set up for

- specific groups such as: Working Judges, BEC Mentors, JEC Mentors, Breeders List Members
- specific discussion areas such as: Water Training, Draft Training, etc.
- Committees, Task Forces, Work Groups, etc.

Lists may have open or closed membership depending on the target audience of the group, and this should be defined in the homepage of the group.

#### Organization/Procedure for setting up a list:

Groups interested in having a discussion list formed should send a completed list application to the EPPC, who will forward the request to the Board via the Committee Liaison.

Each email list will have a Technical Liaison assigned from the Tech Resources Committee who will set up the list, oversee subscriptions, maintenance, and administration.

Each email list will have at least one moderator assigned. If the discussion list is generated by a committee the moderator by default will be the committee chair, in cases where there is not an oversight committee the moderator will be assigned by the BOD.

#### Guidelines:

Each mail list will prominently post guidelines on its homepage that provide a list of acceptable/unacceptable list behaviors.

- Membership in an NCA sponsored email discussion list is a privilege extended by the NCA and can be revoked at any time.
- The NCA name and logo are owned and copy protected by the Newfoundland Club of America, Inc. They cannot be used without written approval of the NCA Board of Directors.
- NCA Mailing Lists are unmoderated in the sense that posts are not screened by a moderator prior to posting on the list. Lists are moderated with regard to membership approval, and adherence to posting guidelines. Posts that are in

violation of the list guidelines can result in the subscriber being put on “hold” and forwarding of the posts to the EPPC for mediation. If the issue is not resolved it will be forwarded to the NCA BOD for final determination.

- Do not “flame”. “Flaming” includes the making of derogatory comments, ridicule, excessive sarcasm, and innuendo. It is important to recognize that respectful disagreement is not flaming. Every subscriber must be respected; no subscriber should be ridiculed or belittled.
- The content of posts to the list are the property of the author of the post. Do not forward private posts, or send private posts to the list without permission of the original author. If you are sending an announcement that you wish to pre-approve forwarding of, please include the statement “Permission to crosspost” in your message.
- Language used in posts to the lists should be rated PG-13 or better.
- NCA Email lists are not an appropriate venue for sales of any kind. Announcements of NCA and NCA Regional Club fundraisers are permitted.
- Attachments should be shared as a link to a web page or files can be uploaded to the List’s webspace to allow list users to download and view attachments at their convenience.
- Anonymous emails are not permitted on NCA email lists, all emails should be signed with the author’s name, initials or other individual identifier. Signature lines should be to limited 3 lines of text.

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## **RESCUE EDUCATION AND AWARENESS COMMITTEE**

**From:** Greg or Donna [REDACTED]  
**To:** KM <cachalot54@yahoo.com>  
**Sent:** Thu, April 1, 2010 6:58:30 PM  
**Subject:** AGENDA ITEMS FOR BOARD MEETING: REACT

For the upcoming Board meeting:

REACT will be meeting again at this year’s National. We have gift bags left over from last year that we plan to offer as door prizes again for non-committee members who are interested in visiting the meeting to learn more about our committee. In addition, we would like to take the opportunity to let other NCA members know more about our committee, its purpose and its activities, so we would like to provide bandanas for Newfs that say “Ask me about REACT” for those who inquire.

Donna Zink

**Newfoundland Club of America, Inc.**  
**NCA Approved Electronic Mail Discussion List Formation Application**



Name of Proposed List: \_\_\_\_\_  
 Intended Audience: \_\_\_\_\_  
 Purpose of Discussion List: \_\_\_\_\_

Qualifications (if any) for joining the list: \_\_\_\_\_  
 .....

**Person/Group Requesting List Formation:** \_\_\_\_\_  
 email address: \_\_\_\_\_  
 Name of Committee, Task Force or Work Group sponsoring list (if any): \_\_\_\_\_  
 Membership to this discussion list will be \_\_\_ open \_\_\_ closed (based on above qualifications)  
 Will this list be: \_\_\_ advertised in group directories (Yahoo, etc) \_\_\_ private  
 Volunteers willing to serve as administrative moderators:  
 1. name: \_\_\_\_\_ 2. name: \_\_\_\_\_  
 signature: \_\_\_\_\_ signature: \_\_\_\_\_

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**These minimum guidelines will apply to all NCA email discussion lists. Additional conventions may be created by each list to meet the needs of the specific audience.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Tracking - for Administrative Purposes Only						
EPPC	Date Received		Recommendation	___ Ref to Committee	___ Send to BOD	
C.L.	Date Received		Ref to Comm		Sent to BOD	
BOD	Date Received		Approved		Denied	
Tech Res	Date Received		Admin		Activated	