

Newfoundland Club of America, Inc.



**Board of Directors
Regular Monthly Meeting
Thursday, June 21, 2012
8:00 pm Eastern Time
7:00 pm Central Time**

AGENDA

- I. General Order for 9 P. M. Eastern: Steering Committee Report
– Chris Plum (p. 37)
 - II. General Order for 9:30 P. M. Eastern:
Rescue Prevention Committee Report – Donna Zink (pp. 38 - 40)
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- III. A brief moment of silence in respect and remembrance of NCA member Alfred Moreton, who reportedly passed away earlier this month; and for all NCA members who have passed away, recently.
 - IV. Roll Call.
 - V. Reading and Approval of Minutes:
 - Regular May Meeting of the Board of Directors, April 24, 2012
 - VI. Motion to adopt the June Regular Meeting's Agenda. (Steve Britton)
 - VII. Motion to adopt Thursday, June 28, 2012 at 8 p.m. as the date and hour for an adjourned (continued) meeting, if needed. <Note: Please, check your calendars prior to this meeting for other alternate dates.> (Steve Britton)
 - VIII. Reports of Officers and Standing Committees:
 - President's Report – *Pam Saunders (pp.11-12)*
 - 1st Vice-President's Report – *Pat Randall (p.13)*

(Reports of Officers and Standing Committees, con't)

- Due to the rescheduling of a Charitable Trust meeting, a later written report may be sent under separate cover.
- 2nd Vice-President's Report – *Lynne Anderson-Powell (pp.14)*
 - Discussion of Recognition Committees duties for awards
- Recording Secretary's Report – *Steve Britton (pp.15 - 24)*
- Corresponding Secretary's Report – *Kathy McIver (pp 25 – 30)*
- Treasurer's Report – *Mary L. Price (pp. 31- 34)*
 - 1.) Status of fiscal year 2013 Budget.
- AKC Delegate's Report – *Mary W. Price (p. 35)*
 - Due this month's AKC Delegate's Meeting, a later written report may be sent under separate cover.
- Report of Regional Club Liaison – *Pam Rubio (p.36)*
 - 1.) NCNE Revised Bylaws Proposal (pending response from NCNE.)
- Steering Committee Report @ 9:00 P.M. Eastern Time - Chris Plum (p.37)
- Rescue Prevention Report @ 9:30 P.M. Eastern Time –
Donna Zink (pp. 38 – 40)
- Working Dog Committee Report (pended from the Regular April Board of Director's Meeting):
 - 1.) Provisional Judges Changes (p. 41)
- Breeders Education Committee's Report (p.42)

IX. Reports of Special (Ad-hoc) Committees:

- Membership Pin Committee - *Steve Britton (p. 45)*
- Policy Manual Review Committee – *Pam Saunders (pp. 46 - 48)*
 - Minority Report – *Meredith Reggie (pp. 48 – 54)*

X. Election of New Members and other Executive Session Business:

- Report of the Membership Chairman – *Mary Lou Cuddy*
 - 1.) Consideration of New Member Applications
- Further Committee Appointments

XI. Unfinished Business and General Orders

- 1.) The Working Dog Committee's, "The Judge's Corner" Newsletter. (*Meredith Reggie – pp. 55 - 59*).
- 2.) Listing of titles on certificates and rosettes, etc. – (pended from April, 2012)
- 3.) Reformatting of Committee Job Descriptions
- 4.) Appointment of Committee to track long-term Contracts and Activities
- 5.) Develop guidelines for the appointing of National Specialty committee chairman (aka, grounds, registration, etc.): pended from June 17, 2010 BOD meeting.
- 6.) Article in summary of the St. Bernard survey and the value of NCA membership. (Lynne Anderson-Powell)
- 7.) Verify procedure for removing a name from the mailing list/publish to e-notes (PKR): pended 9/15/11.
- 8.) Resolution of 1099 concerns (MLP and Ed Sledzik, NCA Tax Attorney-Preparer: pended January 2012)

(Unfinished Business and General Orders, con't)

- 9.) Investigate external audit/review costs (MLP; pended, February 2012. also pended, SG: May, 2012)
- 10.) Electronic Publications Policy Committee:

Develop policy regarding links from non-NCA members to the NCA Website.
- 11.) Juniors Committee:
 - 11.1) Committee to make recommendations for new medallion design (no date)
 - 11.2) Committee to make recommendations for recognition of Juniors in working events. (no date).
- 12.) Legislation Liaison Committee:

Report to the Board/Newf Tide article summarizing Joan Fenwick's attendance at the NAIA conference
- 13.) Newf Ambassador Committee:

Develop recommendations for a Facebook puppy page (by 2/2/12 agenda deadline)
- 14.) Performance and Companion Events Committee:

Develop articles for publication in *Newf Tide*
- 15.) Publicity Committee:
 - 15.1) Develop article on NCA membership for distribution to regional clubs by Regional Club Committee
 - 15.2) Develop working for Canine Review free website listing (by 5/2/12)
- 16.) Rescue Prevention Committee:

Develop proposed informational handout card for review by Board

(Unfinished Business and General Orders, con't)

- 17.) Specialty Show Coordinating Committee:
 - 17.1) Report to Board on sending Specialty Judges ballots with the Election ballots (by 5/2/12)
 - 17.2) Review concept of uniform trophies and methods of fund-raising (by 2/2/12 agenda deadline)
 - 17.3) Review of 2010/2011 National Specialty financial reports (MLP, Amy Lane) (by 5/2/12)
- 18.) Technical Resources Committee:

Develop policy procedures relating to the information stored on the database.
- 19.) Working Dog Committee:
 - 19.1) Review situations arising from judging inconsistencies (by 2/2/12 agenda deadline)
 - 19.2) Review entry fee clarification (by 3/1/12 agenda deadline)
- 20.) *Governing Document Committee (Special Committee)*
 - 20.1) Report on the following: Review the consistency between and within the NCA's governing documents, including but not limited to AKC regulations and the Connecticut state statutes.
 - 20.2) Policies regarding newer IRS Regulations regarding Non-Profits Corporations and the Pension Reform Act of 2006 (Conflict of Interest, Whistleblowers, Audit, etc.)
- 21.) Newf Tide Policy Committee report back with a recommendation regarding member-vendor advertising rates for the inside the covers to Newf Tide (pending: April 2012)
- 22.) Publicity Committee's Report regarding Article Revisions (Recommitment from April 2012)

23.) *Proposed Amendment to the NCA Board's Policy:*

I move that the NCA Board's Policy be amended by adding the following:

Resolved, that provided a quorum is present, no board meeting shall be called to order later than 15 minutes after the published start time." (*Patrick K. Randall*)

24.) *I move* that the Technical Resources Committee provide the board with a critical appraisal of whether the services supplied by *Club Express* would provide a viable alternative to incorporating membership and other "people" functions into our current database. URL=<http://www.clubexpress.com/> ." (*Patrick K. Randall*)

25.) *Proposed Amendment to the NCA Board's Policy:*

I move that the NCA Board's Policy manual be amended by adding the following:

Resolved, with exception to its face-to-face meetings and when the Board of Directors does not complete its monthly session's agenda, the next week's Thursday, is automatically reserved for an adjourned (continued) meeting." (*Steve Britton*)

XII. New Business

- 1.) **Motion:** I move to amend the NCA board's policy and effective immediately, within 15 days of taking office, newly appointed officers shall receive a calendar/ to do list highlighting time frames and contact information for duties pertinent for their office. For example, a calendar/ to do list for the Second Vice President might read as follows:

First Thursday of every month - Send committee agenda items to Recording Secretary

Submit items for committee newsletter

Last week of every month - Send agenda deadline notices to committee chairs

Request items for committee newsletter from chairs

Then each month with unique duties should be noted. For example:

May - Discuss budget submission deadline with NCA Treasurer
Send budget notices to committee chairs (*Kathy McIver*)

Rationale: This will help to ensure a speedy transition for new officers and lessen the likelihood of important duties being overlooked by a new officers.

- 2.) **Motion:** I move to amend the NCA board's policy and effective immediately, within 45 days of taking office, newly appointed officers shall receive all files and documents pertaining to their office. This shall include, but is not limited to, letters, emails, contracts, artwork, and soft goods pertinent to each separate office. Failure to provide said materials without due cause may be grounds for additional actions as deemed necessary by the NCA Board of Directors. *(Kathy McIver)*

Rationale: This will help to ensure a speedy transition for new officers and lessen the likelihood of important duties being overlooked by a new officers. When first learning an office, it is very helpful to review actions taken by previous appointees. When I was RCL, I found reviewing letters written by my predecessors very valuable and educational. Also, it is important to maintain a record of the history of each office.

- 3.) **I would like it moved:** to include the presentation of the Living Legend awards in the Annual Meeting agenda, to be given out just prior to the "Oldest Living Newf" award. *(Pam Rubio)*
- 4.) **I move:** to ratify the vote that took place at the 2012 Annual Meeting of the Club regarding NCA Member Conformation Judges who live abroad, and that their names automatically be approved and added to the current judges list. *(Roger Frey)*

- 5.) **I move that NCA policy be amended as follows:** when a regional club hosts a NCA National Specialty, they may elect to hold a Regional Specialty Show in conjunction with the NCA's National Specialty; as long as a written request to do so is submitted to the NCA's Specialty Show Coordinator a minimum of 24 months in advance of the show's date. Before either show application is permitted to be sent on to AKC, the request must also receive a favorable vote of the NCA Board of Directors, with this vote taking place no later than least 18 months prior to the scheduled event. Also in connection to a NCA National Specialty Show, no regional newfoundland club is permitted to hold a regional specialty show, outside of its own club area. (*Steve Britton*)

Rational: The current NCA policy (located on page 101 of the Policy Manual) clearly states: "No Regional Specialty may be held within fourteen (14) days before or after the inclusive dates of the National Specialty. No Regional Specialty within two hundred (200) miles of the National Specialty site may be held within twenty eight (28) days before or after the inclusive dates of the National Specialty.

The intention of this proposed policy amendment is to provide for what occurred in 2012, without causing a to breach the club's policies regarding Regional and National Specialty Shows

VIII. REPORTS OF OFFICERS and STANDING COMMITTEES:

Newfoundland Club of America, Inc
Board of Directors

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President's Report
June, 2012

With the exception of correspondence from Marylou Zimmerman, your president has nothing else to report this month.

Pam Saunders

Discussion of the Cyberbullying statement with suggestion from MaryLou Zimmerman

Just saw in the Bulletin Board that the BOD approved a cyber-bullying statement. I would like to encourage the Board to reconsider the statement in terms of either deleting the phrase "All too frequently, however" from the beginning of the second sentence or replacing it with "Sometimes". The tone of the current statement gives the impression that actual bullying is occurring at a much greater rate than in fact it is.

As someone who spends a lot (too much?) time working on online communication and social media I can tell you that the vast majority of communication is well within the bounds of socially accepted behavior. While there are a number of people who are willing to "Call it as they see it," I do not feel this falls into the realm of being a bully, but rather in the realm of being a public educator and advocate for the breed, when these instances occur there are a number of people whose first response is to cry "bullying" when in fact the speaker has not bullied them, but often asked questions that they cannot or will not answer (such as- what health clearances do these 2 dogs that you are breeding together for the 3rd time actually have OR why is this dog listed on your website as having "Excellent Hips" when he is not in the OFA database).

I think that editing the second sentence goes a long way towards making the tone of this position statement be slanted towards addressing the small minority of people who may get out of hand, versus chiding the entire membership.

Also, from a correctness standpoint - CyberBullying is almost exclusively referring to actions involving children, pre-teens and teens (National Crime Prevention Council, Wired Safety, StopBullying.gov, Cyberbullying Research Center)

According to the Cyberbullying Research Center:
"What is cyberbullying, exactly?"

> "Cyberbullying" is when a child, preteen or teen is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another child, preteen or teen using the Internet, interactive and digital technologies or mobile phones. It has to have a minor on both sides, or at least have been instigated by a minor against another minor. Once adults become involved, it is plain and simple cyber-harassment or cyberstalking. Adult cyber-harassment or cyberstalking is NEVER called cyberbullying."

So you may wish to replace cyberharrasment for cyberbullying in the statement, since, at least from a chronological perspective, we are all adults.

<end of communication from MLZ>

(As the meeting of the NCA's Charitable Trust was postponed and rescheduled, this page is left blank for the insertion of a written 1st Vice-President's Report, if warranted.)

Report of the 2nd Vice-President
June, 2012

My report will be short this month:

- I have communicated the re-appointments to the Committees
- The openings have been posted the opening in eNotes and on the NCA web site. As of yet I have not received any response from the postings.

Reminder: There are outstanding agenda items on Committee Appointments carried over from the last meeting.

Lynne

Lynne Anderson-Powell
NCA 2nd Vice President
(518) 843-9892
358 Swart Hill Road
Amsterdam, NY 12010

Report of the
Recording Secretary
June, 2012

The Recording Secretary Reports that since our last meeting the Secretary has:

- Prepared and Distributed Minutes from the May 24, 2012 Meeting.
- Prepared this meeting's agenda and related packet materials
- On behalf of a board member, forwarded Model Not for Profit Corporation Conflict of Interest Policies to the Governing Documents Committee's Chairman.
- Attended to his duties relating to the Ad-hoc Pin Committee and Regional Club Committee
- The board's mail ballot vote on new members is reported under the executive session items.

Attached to this report is an activity report from the NCA's webmaster, Marylou Zimmerman along with another communication from her that I have received.

Thank you to all Officers and Committee Chairman who met their first Thursday of the month deadline obligation.

It is truly a privilege to serve the club and this board as Recording Secretary.

Steven J. Britton

Steven J. Britton, PRP
Recording Secretary

< begin information from MLZ>

While I understand that this month was very rushed because the BOD meeting was pushed out a week - for future months - please remind board members that I typically work on e-Notes the weekend following the Board meeting (3rd weekend of the month) so that I can have a draft out to the BOD in time for me to send the issue before the end of the month (This May issue was sent on 6/3) If the BOD has adopted the proposal to pick up an additional teleconference to address unfinished business, I would respectfully request that anything coming out of that meeting (4th Thursday) be published in the following issue of e-Notes, or as a special notice on the website and Facebook only.

Also- Lynne- if the BOD is finished with COmmittee appointments- if you could send me over a full spreadsheet I can get the online directory updated.

Thanks

MLZ

Website Report April-May 2012

Current Status:

Newdogclub.org – This URL (address) is still active and online, but all pages point to the homepage of the ncanewfs.org, to encourage people to update their bookmarks. This was done so if anyone has older saved bookmarks for newdogclub they will not get a “File Not Found” message and a dead-end.

In April 769 and in May 749 visitors to newdogclub.org were redirected to ncanewfs.org. This total is consistently dropping showing that most links to the main NCA site are being updated

NCANewfs.org –

Statistics for NCANewfs.org

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	14232	20499	67282	437551	37.25 GB
Feb 2012	18332	24359	70802	542507	49.63 GB
March 2012	13887	19527	59742	430484	37.43 GB
April 2012	12326	18060	56569	371754	30.58 GB
May 2012	10796	17078	62521	350845	30.22 GB

Top 5 Pages continue to be:

Homepage

Calendar

Breeders List

All About Newfs

Regional Clubs

All ranging from 1500 – 9000 hits/month

Top Referral Links –

- AKC Classified - 901
- Facebook NCA Page - 702
- National Specialty - 258
- AKC Breeder Info - 249

Recent Action Items have included:

- Updated pages as content received – committees, minutes, summaries, agendas, etc.
- Updated Breeder’s List renewals

Add This Analytics continue to show the most shared content on the site to be “Newf Know-How” There were 55 shares in March. 97% of all shares occurred on Facebook, and there was a 120% viral lift on the “Newfoundland Club of America: History of the Breed: Legend of Rigel & the Titanic”

NCADatabase.org –

Statistics for NCADatabase.org

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	542	800	6419	9406	114.67 MB
Feb 2012	525	862	7317	11601	125.71 MB
March 2012	572	795	8497	12594	155.81 MB
April 2012	412	580	40367	42995	202.15 MB
May 2012	416	583	5859	8268	95.19 MB

NCACharities.org –

Statistics for NCACharities.org

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	485	654	1667	4853	121.34 MB
Feb 2012	606	780	1567	5812	185.23 MB
March 2012	742	961	2424	9131	376.11 MB
April 2012	492	609	1621	7685	238.35 MB
May 2012	435	593	1654	6904	199.68 MB

EBay MissionFish™ Summary - Current Status – \$1304.550 total funds raised to date. \$862.85 from Community Sellers. MissionFish™ also now offers eBay buyers the opportunity to select a “Favorite Charity” and are given the chance to donate \$1.00 (or more) each time they check out on eBay, this has raised \$295.45. Additionally \$146.25 has been raised through the Mission Fish Donate Now button.

Facebook™ “Causes” page generated \$404.00 in donations to date, there are 786 Facebook members supporting this Cause.

Action Items -

- Updated pages as information received- minutes, health projects, Giving Center News
- Marketed OFA/NCA Survey – currently there are 2567 Newfs entered in the survey- reflecting 5.58% of all Newfs alive during the survey period.

Newbooks.org – aStore through Amazon.com

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	419	515	619	1716	15.55 MB
Feb 2012	575	818	1036	2524	21.23 MB
March 2012	461	542	812	1893	16.93 MB
April 2012	344	382	578	1381	13.58 MB
May 2012	286	336	487	1167	11.18 MB

<u>Amazon.com Statistics 4/1-5/31</u>	Items Shipped	Revenue	Referral Fees
Total Amazon.com Items Shipped	29	\$1862.74	\$120.71
Total Third Party Items Shipped	16	\$161.84	\$10.13
Total Items Shipped	45	\$2024.58	\$130.84
Total Items Returned	0	0	0
Total Refunds	0	0	0
Total Referral Fees	45	\$2024.58	\$130.84

NCARescue.org –

Statistics for NCARescue.org

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	4199	4976	7445	47818	1.42 GB
Feb 2012	4604	5381	8084	52840	1.55 GB
March 2012	3555	4389	6615	44223	1.33 GB
April 2012	3610	4283	7238	129495	5.64 GB
May 2012	3030	3658	6312	107378	4.75 GB

Action Items: • Updated contacts and info as needed

NCANationalSpecialty.org –

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	1563	2403	4296	30824	1.54 GB
Feb 2012	1670	2624	4256	30738	1.43 GB

- Action Items:
- updated 2012 as needed
 - completed individual page implementation

NewfPuppy.com –

Statistics for Newfpuppy.com

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	2514	3245	5216	38513	1.12 GB
Feb 2012	3188	4056	6441	47215	1.35 GB
March 2012	2486	3201	5412	39114	1.23 GB
April 2012	3208	3864	6222	46787	1.30 GB
May 2012	2154	2712	4403	30852	896.36 MB

Statistics for Newfoundlandpuppy.org

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2012	3065	3470	5403	40034	1011.59 MB
Feb 2012	4006	4685	7524	53323	1.27 GB
March 2012	2842	3333	5486	36813	976.85 MB
April 2012	1176	1504	2294	15441	437.12 MB
May 2012	1223	1488	2334	16165	416.75 MB

- Action Items:
- marketed “Evaluating A Breeder Website” and “Researching A Breeder Online”

- 114 total downloads of Newf and You in February

Google AdWords Information: 4/1/12 – 5/31/12

Clicks	Impr.	CTR	Avg. CPC	Cost
422	31963	1.32%	\$0.24	\$100.91

Electronic Newsletter/Survey Report April-May 2012

Issue	Sent	Bounces	Opens	Clicks	Forwards
Issue 1.12	2594	1.85% (48)	41.3% (1017)	39.9% (406)	0.6% (6)
Issue 2.12	2615	2.6% (67)	44% (1122)	39.6% (444)	0.4% (4)
Issue 3.12	2628	2.4% (63)	41.8% (1068)	37.1% (396)	0.4% (3)
Spec. Ed Nat 2012	2637	3.2% (83)	46.6% (1190)	18.3% (218)	0.3% (4)
Issue 5.12	2643	3.0% (78)	39.3% (1009)	31.6% (319)	0.5% (5)
National Daily News (6 total)	2641 ea	3.1% (81)	36.9%-43.2%	0	0
CC Notice	2639	3.2% (84)	46.4% (1186)	1.2% (14)	0
Industry Average		5.9%	20.0%	12.3%	

Contact List:

Contacts as of 3/30/12 – 2634

new – 27

Removed - 0

Do Not Mail – 19

Growth - 8

Total Contacts – 5/31/12 – 2642

Continued auto distribution of Regional Club/Committee Chair contact email. (59 contacts)

Surveys:

- Squidoo Interactive features – Oldest Newf Poll – 165 responses
Is Your Newf Chubby – 33 responses
To Bathe or not to Bathe – 191 responses
- Currently no open survey or polls on Constant Contact

Social Media Report March 2012

Currently the NCA has a presence on FaceBook™ with 3 pages:

Newfoundland Club of America – 3858 (5/31/12) fans – This page contains postings of general NCA info – links to Agendas/Minutes, AKC Registration Pledge, DNA Submission, Photo Contest, etc.

Newfoundland Club of America Charitable Trust – 786 (5/31/12) supporters – weekly postings of activity from rescue and health challenge. \$403.73 donated to date. Causes™ (the nonprofit app for Facebook) offers matching challenges, pledge drives and setting fundraising goals and this should be explored by CTMB for future fundraising.

Newfoundland Club of America Juniors – 421 (5/31/12) fans – administered by the NCA Juniors Committee - highlights juniors news and info.

Article Marketing Report March 2012

Lens Title	Visits	Page Views	Likes	Added	Edited
Bath Day for Your Newfoundland	90	105	4	02/11/2011	6/15/11
When Disaster Strikes- Are You...	7	12	2	03/13/2011	6/15/11
Newfoundland Dog Diet Plan	88	101	1	01/25/2011	6/15/11

Caring for your Older Newfound	87	110	1	01/13/2011	6/15/11
The Newfoundland Club of America	5	5	1	11/21/2010	6/15/11
Coming When Called...Or Not	55	57	4	6/14/11	6/15/11
Evaluating A Breeder Website	25	27	1	8/26/11	12/19/11
Researching A Breeder Online	21	21	5	8/26/11	3/31/12
Movies the Feature Newfoundlands	54	65	1	12/27/11	12/27/11
Swim Training Your Dog	257	265	4	4/10/12	4/10/12
Proofing Trained Behaviors	81	94	8	4/3/12	4/3/12

Total royalties to date \$48.17

<end of information from MLZ>

Office of the Corresponding Secretary
Board of Directors
Newfoundland Club of America
June, 2012

As of 6/4/2012, I have received ten notices from AKC's Event Operations. All have been forwarded to the chair of the Specialty Show Committee, Robin Seaman.

Contact updates for the NCA have been provided to the AKC (Officer's Update, Event Operations, Electronic Reports Coordinator, and Conditional Registration Office) as well as to Eddie Dziuk for CHIC reports and Jon Curby for OFA reports.

Westminster KC (communication provided) has requested the following before 9/1/2012

- Check the breed narrative on the Westminster Web site (provided below)
- Check the photo on the Westminster Web site and replace it if necessary.
- Make sure parent club link on the Westminster Web site is correct and functional (I checked, it is working) .
- Check the PA script and offer edits / suggestions.
- Send some TV sound bytes and other notes for television commentary.
- Send the name, email address, and telephone number(s) for no more than three of your key people (e.g., president, corresponding secretary, breed education chair, etc.).

Breed narrative

Sweetness of temperament is the hallmark of the Newfoundland. This large, strong, active dog impresses the eye with great strength, dignity and pride. Originating in Newfoundland, he is equally at home working in water or on land and was used by fishermen to pull nets and haul carts. His heavy oily double coat, webbed feet, deep broad chest and well-sprung ribs make him a natural swimmer with true life-saving instincts. Unique gentleness, even temper and devotion make him an ideal companion for child or adult. Colors are solid black, brown or gray with white markings or piebald white and black.

PA script

The Newfoundland is a large, strong, heavy coated, active dog equally at home in the water and on land. In his native Newfoundland, he was used as a working dog to pull nets for the fishermen and haul wood from the forest. He is a natural swimmer with true life saving instincts and is renowned in this role.

This is Newfoundland # _____

Regard,
Kathy Mc Iver
Corresponding Secretary

----- Forwarded Message -----

From: Linda Duane <Linda@westminsterkennelclub.org>
To: "pssaunders@live.com" <pssaunders@live.com>
Cc: "cachalotmailbox-ncabod@yahoo.com" <cachalotmailbox-ncabod@yahoo.com>
Sent: Friday, May 18, 2012 11:15 AM
Subject: Greetings from The Westminster Kennel Club - request for info update - with thanks

To: All Parent Clubs From: David Frei, The Westminster Kennel Club (Please send replies to linda@westminsterkennelclub.org)

The 137th Annual Westminster Kennel Club Dog Show will take place on February 11-12, 2013 and once again our Group and Best In Show judging will be shown live on television in six hours of prime time. This tradition – our first broadcast was in 1948 - continues today. We are seen every year by millions of viewers on USA Network, millions of visitors to the Westminster website, and more than 100,000 Facebook Friends and Twitter Followers. Streaming videos of the breed judging highlights draw more than a million views each year, as well. And of course, throw in a packed house at Madison Square Garden and you can understand just how big an audience we reach. We augment all of this with the content on our site (www.westminsterkennelclub.org) emphasizing the joys and responsibilities of life with purebred dogs and our terrific family sport of showing dogs. We know that you appreciate that and we want you to participate with us in doing this.

* * * * *

Since the early 1990's, we've embraced having the parent clubs be part of the televised Westminster show by providing valuable insights about their breed. In 2004 we expanded our teamwork of educating the dog loving public by enhancing the Breed Information section of our Web site, with a photo, narrative and a link back to your club's Web site. To find your breed page on our website, log on to www.westminsterkennelclub.org, click on the **ABOUT DOGS** tab at the top of the home page and then **Breed Information** to find your breed. We would like you to help us update and / or refresh your breed's information on the site. Please take a look at the following elements to ensure that this is what you want to be seen and heard by millions about the breed you love.

WEBSITE NARRATIVE (under the photo):

If you want to edit the narrative, feel free to do so. It is subject to our editing, but we want it to say what you want it to say. A general history of the breed and key points about function, structure and temperament might be a good place to start. Limited to no more than 100 words.

WEBSITE PHOTO:

Photo requirements: it must be a dog that is no longer being shown. Not a show photo. No people or show paraphernalia in the photo. No sloppy airbrushing, Photoshop work or other doctoring. Remember that millions of site visitors (and potential dog owners) could be seeing this photo. And in fact, we may also use this photo occasionally in response to media requests for specific breed images.

IMPORTANT: Electronic submissions are preferred, but regular mail is welcome as well. Electronic photo submissions should be **jpeg** format, high-res, and sent as an attachment to an email, not embedded within the email. Photos will be credited to the parent club.

PA SCRIPT:

As you know, the telecast picks up the house PA during the telecast, which gives a generic 50-75 word script about the breed. We are attaching the latest version of the PA script for your breed and ask that you please take a look at it and let us know that you are happy with it, or offer some suggestions. This is a bit of a challenge because of TV timing and delivery, so it is subject to our edit for that reason. Here's a suggestion: whatever you create for this, whether it's just an edit or a total re-write, read it out loud to someone for their reaction. We have worked very hard on these scripts through the years, please don't edit just to edit, have a purpose in your response. PA scripts are limited to 75 words.

TELEVISION COMMENTARY:

I would like you to offer some thoughts for my television commentary. Over the years, I have received some great stuff from you. It basically comes down to this: give me a 10-15 second sound bite about your breed that you would like the world to hear on the telecast. It can be something about the unique characteristics, temperament, personality, training challenges, coat, misconceptions, history, anecdotes, or whatever.

Please understand that because of the vagaries of live TV, my ability to say something depends on everything that's going on around me with my partner, the producer talking to me through my earpiece, what is happening on the floor, etc. – I can't always promise that I can use it, but I will try. Please understand that I have the basic stuff all over my notes. 2013 will be my 24th year of doing the television commentary, so I have quite a collection of witty comments, interesting facts, and ad-libs (that's right, some of my ad-libs are actually in my notes!). Anyway, think of it like this: If I can only say one thing about your breed to millions of people, what would you like that to be? You can give me a list in order of priority, sometimes I might be able to use more than one thing.

To summarize, here is a checklist:

- ⤴ Check the breed **NARRATIVE** on the Westminster Web site.
- ⤴ Check the **PHOTO** on the Westminster Web site and replace it if necessary.
- ⤴ Make sure your **PARENT CLUB LINK** on the Westminster Web site is correct and functional.
- ⤴ Check the **PA SCRIPT** and offer edits / suggestions.
- ⤴ Send some **TV SOUND BITES** and other notes for television commentary.

Whether or not you have any changes for the website, please send us for our address book the name, email address, and telephone number(s) for no more than three of your key people (e.g., president, corresponding secretary, breed education chair, etc.).

Please submit updated information and/or photos by September 1, 2012.

We reserve the right to use whatever you send us in whatever way we choose, and to edit as we deem appropriate. We also reserve the right of approval of all photographs to be used on the Web site. We will credit the photo as courtesy of the parent club.

We look forward to your response. Our rule is that we only accept materials from the parent clubs. But if we do not hear from you in a timely fashion, we will have to solicit these materials from other sources. Parent clubs are not always happy with what happens when we have to do it that way. If you choose not to make any changes or updates, then please let us know that.

Remember, your information will reach millions of television viewers and millions of Web site visitors from around the world.

There are two attachments to this letter: the PA script that was used for the 2012 show and a sample response from the Bedlington Terrier Club of America (nicely done).

Thank you in advance for your help.

Please acknowledge receipt of this request so that we know it is in the system for the club response.

Sincerely,

David Frei

Director of Communications

The Westminster Kennel Club

david@westminsterkennelclub.org

(212) 213-3212

Linda Duane
Westminster Kennel Club
149 Madison Avenue, Suite 402
New York, NY 10016
212-213-8196
fax: 212-213-3270
Linda@westminsterkennelclub.org
westminsterkennelclub.org

Attachments

Attachment - Sample response.docx
Newfoundland.docx

SAMPLE PARENT CLUB RESPONSE TO
WESTMINSTER MATERIALS REQUEST FOR WEB SITE
(Thank you to the Bedlington Club of America for being a good example)

Website Narrative

The first Bedlington Terrier was whelped around 1825 in the country of Northumberland, England. Graceful and lithe in appearance, the Bedlington Terrier has a big heart and loveable nature. Best recognized for its distinctive coat giving him the appearance of a lamb, the Bedlington Terrier is said to have the "Head of a lamb and heart of a lion". The Bedlington was developed for its courage and ability to hunt a variety of vermin by descending underground to the animal's lair or by running down its prey above ground. The Bedlington's gracefully shaped body lends to great speed and endurance.

PA Script

Best recognized for its distinctive coat giving him the appearance of a lamb, the Bedlington Terrier is also graceful and lithe in appearance. The Bedlington was developed for its courage and ability to hunt a variety of vermin by descending underground to the animal's lair or by chasing its prey above ground. The Bedlington's gracefully-shaped body lends to great speed and endurance.

TV Sound Bites and Other Notes

The Bedlington Terrier is said to have the "Head of a lamb and heart of a lion". After being brought to America from England, the Bedlington Terrier was made popular by the aristocratic Rockefeller and Guggenheim families. Bedlingtons come in a variety of coat colors including blue, liver, sandy, blue and tan, sandy and tan. Unlike other terrier breeds, the Bedlington should have a springy gait with unique lightness of movement.

A Bedlington Terrier went Best In Show at Westminster Kennel club in 1948.
A Bedlington Terrier was featured on the cover of Sports Illustrated on February 8, 1960.

WORKING

NEWFOUNDLAND

The Newfoundland is a large, strong, heavy coated, active dog equally at home in the water and on land. In his native Newfoundland, he was used as a working dog to pull nets for the fishermen and haul wood from the forest. He is a natural swimmer with true life saving instincts and is renowned in this role.

This is Newfoundland # _____

<end of Corresponding Secretary's Report>

Report of the Treasurer
Newfoundland Club of America
Board of Directors
May 2012 Regular Meeting

Dear Officers and Directors:

The following information represents the financial activity of the NCA Operating accounts from May 9 to June 3, 2012.

Sincerely,

Mary L. Price

Mary L. Price
Treasurer

Cash Balances	
NCA Operations	
Checking Account	16,824.20
Checking Account - 2013 Natl.	
Spec.	10,437.45
Savings	
Accounts	55,318.07
CDs	95,920.95
Juniors Fund	1,000.00
Uniform Trophy	
Fund	<u>1,754.30</u>
	181,254.97

NCA Operations						
INCOME & EXPENSES for the period May 9 - June 3, 2012						
INCOME						
Distinguished Member Fund						
Poster - sales	5/12/12	NCA	DEP	Vari		20.00
Dues - Applicants	5/21/12	NCA	DEP	Morton; Grabowski		205.00
	5/26/12	NCA	DEP	Crowl; Steik; Hyland		<u>305.00</u>
						510.00
Dues - Renewals	5/21/12	NCA	DEP	Gould; Madsen		180.00
	5/21/12	NCA	EFT	Brekke		80.00
	5/21/12	NCA	6854	NCA Rescue Fund		<u>-20.00</u>
						240.00
Newf Tide subscriptions	5/21/12	NCA	DEP	Vari		935.00
	5/21/12	NCA	DEP	Vari		275.00
	5/21/12	NCA	EFT	Vari		<u>205.00</u>
						1,415.00
Titlist	5/26/12	NCA	DEP	Vari		450.00
	5/26/12	NCA	DEP	Vari		1,035.00
	5/26/12	NCA	DEP	Vari		<u>855.00</u>
						2,340.00

TOTAL INCOME						4,525.00

EXPENSES						
Arbitration	5/26/12	NCA	6856	S	Accu Conference 5/24/12	-4.42
Awards	5/12/12	NCA	6849		U P S	-43.83
	5/20/12	NCA	6853		U P S	<u>-139.83</u>
						-183.66
Board	5/26/12	NCA	6858		J Reinisch – plaque for outgoing Board	-150.00
Breeders Education	5/9/12	NCA	EFT	S	S.c. - Credit Cards	-16.37
Health & Longvt	5/28/12	NCA	6862		O F A	-430.00
	5/28/12	NCA	6863		C Thibault	-600.00
	6/2/12	NCA	6864		Megan King, DVM New Pen Del	-500.00
	6/2/12	NCA	6865	S	NC - catalog	<u>-20.00</u>
						-1,550.00
Health Chall.	5/9/12	NCA	EFT	S	S.c. - Credit Cards	-50.95
Historian	6/2/12	NCA	6865	S	New Pen Del NC – 2 catalogs	-40.00
Judges Educ	6/2/12	NCA	6865	S	New Pen Del NC – 10 catalogs	-200.00
Juniors	6/2/12	NCA	6867		C Sullivan - Natl. expenses	-157.64
Loan	5/12/12	NCA	DEP		NCA Trophy Fund – partial repayment	6,000.00
	5/26/12	NCA	DEP		NCA Trophy Fund – partial repayment	<u>3,000.00</u>
						9,000.00
Membership	5/9/12	NCA	EFT	S	S.c. - Credit Cards	-9.09
	6/2/12	NCA	6866		DB Designs & Print – renewal postage	<u>-581.15</u>
						-590.24

Newfoundland Club of America, Inc
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Newf Tide						
administrative	6/2/12	NCA	6865	S	New Pen Del NC - catalog	-20.00
subscription expense	5/9/12	NCA	EFT	S	S.c. - Credit Cards	<u>-1.82</u>
						-21.82
Rec Sec	5/26/12	NCA	6855		S Britton Accu Conference –	-112.41
	5/26/12	NCA	6856	S	4/29-5/2 Accu Conference –	-261.15
					5/24	<u>-154.00</u>
						-527.56
Regl Spec. Coord	6/2/12	NCA	DEP		RKNC; HCNC; NCNoC; Colonial; NCNE; Hawaii NC; HANC	365.00
Rescue	5/9/12	NCA	EFT	S	S.c. - Credit Cards	-103.70
Rescue Prevention	5/26/12	NCA	6859		D Zink - postage NT/coupon	-365.55
ROM	5/26/12	NCA	6857	S	New Pen Del NC – rosettes	-66.00
Specialty subsidy	5/26/12	NCA	6857	S	New Pen Del NC – catalog pages	-1,008.00
Versatility	5/26/12	NCA	6857	S	New Pen Del NC – rosettes	-66.00
WD-chair	5/26/12	NCA	6856	S	Accu Conference - 5/15	<u>-2.52</u>
TOTAL EXPENSES						<u>4,260.57</u>
OVERALL TOTAL						8,785.57

(This page purposely left blank for the insertion of documents and information from the AKC Delegate and last weeks AKC Delegate's Meeting, as warranted.)

Newfoundland Club of America, Inc
Board of Directors

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(This page purposely left blank for the insertion of documents from the
Regional Club Liaison, as warranted.)

Report of the Steering Committee
June, 2012

The following motion was adopted by the Steering Committee at our meeting this evening:

The Steering Committee would like to survey the NCA membership.

The survey will:

1. Ask for input on issues that the membership feels are important to the future of the NCA (which is valuable input for our committee),
2. Ask for input desired by other NCA Committees.

To achieve this, we would like to first contact the other committees to see if they would like to submit any questions to be included in the survey. We would then assemble a single survey, and edit it if needed so that it can be answered in at most ten minutes.

The draft survey would be submitted to the NCA Board for approval. Once approved (we are hoping that this would be in August of this year) the survey would be sent by email along with a membership renewal confirmation to each member (because their dues have been processed). Mary Lou Zimmerman would work with Mary Lou Cuddy on this process.

The survey (one per household) would be given through Constant Contact, which is a service available to the NCA at no charge (they distribute our electronic newsletter).

Approximately 50 members do not have email addresses (based on a quick scan of the membership directory). Those members would be sent a paper survey and a stamped addressed envelope to return the survey. That would cost a little over \$50.

Thank you,

Chris Plum
Chairman
NCA Steering Committee

Report of the
Rescue Prevention Committee
June 2012

1. The RPC requests the appointment of a new committee member:

< person's name edited from report by the Recording Secretary and listed under Executive Session heading of this agenda >

2. RPC Proposal: Newf Information Cards

See also attachment file What is a Newfoundland

Background: One of the ideas that RPC has discussed over the past year has been the printing of informational cards on Newfs, to be distributed to regional clubs at their request for members to hand out in any situation where someone takes an interest in the breed, such as dog events or while walking their dogs, etc. Each of us have been in situations where people approach and want to visit about the breed. Whether you are trying to prepare your Newf for the ring, exercising your Newf or participating in any event, it would be convenient to be able to offer a card to those who are interested in the breed providing them with some resources for further learning opportunities. A small space is left at the bottom border for a member to be able to add contact information to the card if they were willing to accept a call at a later time. In addition, the card is set up as an Adobe form that allows custom contact information to be printed for each regional club. The card is small enough to easily fit into a pocket, but larger than the typical business card. By using attractive artwork and providing something tangible in a unique size, we hope that the information is less likely to be lost or thrown out before it is used.

Cissy Sullivan has donated the artwork for the cover of the card, which conveys our interest in promoting the expectation of an active relationship between owner and dog. We feel that when owners develop an active relationship with their Newfoundland, this leads to more secure placements. We also feel that by making prospective owners aware of NCA's online information resources, this will provide them with more reliable information as a tool for learning more about the breed before and after they buy. In addition, the more we can further the development of interest in NCA and its regional clubs, the more opportunity we build upon to increase and sustain membership at regional clubs and within the NCA.

At the Board's request, Hope Taylor reviewed the work. Hope was very enthusiastic about this project and requested a few changes. The "Newfoundland Club of America" on the back side of the card is now bolded and italicized, and the NCA logo was added. References to the NCA site were reiterated in each section, and a form field was added to allow customization at printing for regional clubs who would like to have a contact line.

Printing Costs:

There are two options for printing:

Option 1: These cards may be printed at a Fedex Kinko's facility at any location that is convenient for a regional club. However, the cost is significantly higher for these orders at approximately \$0.22/card. This is an option, in the event that cards are needed on short notice, such as for an unanticipated need.

Option 2: The cards may be printed through a contract printing service used by Fedex. This service requires approximately 5-7 days of lead time, but costs are much lower. Shipping would be an additional cost per order, and that is expected to run approximately \$10 – 15/shipment. Pricing is as follows for 80# glossy card stock:

1,000 cards	\$282 (\$0.282/card)
2,000 cards	\$308
3,000 cards	\$333
4,000 cards	\$345 (\$0.08625/card)

In addition, Fedex has a new business discount program called "Business Edge", which is available to NCA. The discount ranges from 5% off all Fedex purchases for \$1,000/year to 20% off some printing services (15% for signs or banners, with other purchases discounted) for totals over \$4,000 per year. With printing needs from other groups, perhaps this discount program could be maximized. More information is available here: <https://businessedge.fedex.com/>.

Proposal: We are presenting the completed card for Board approval, and propose that the initial budget for this project be set at \$1,000 as an RPC budget item, offered to the regional clubs at no cost.

This proposal is unanimously supported within the committee, as it serves our purpose by placing information resources within the hands of new buyers or prospective new buyers, which will provide the opportunity for them to make better choices and to develop their interest as prospective future breeders and breed enthusiasts.

Respectfully submitted,

Donna Zink
RPC Chair

(This page left blank for insertion of pdf. Document,
"What is a Newfoundland?")

Working Dog Committee
April 2012

IV. Requirements of Provisional Judges

1. Provisional judges must judge a minimum of three (3) judging assignments. These tests must be with at least two (2) different judges and in at least three (3) different locations.

At the first two (2) assignments, the mentor judging with the provisional will provide the WDC with a written evaluation of the provisional judge's performance. However, the provisional judge may not accept a second, **or third**, judging assignment until he/she receives confirmation that the first, **and second**, evaluations ~~has~~ **have** been reviewed by the WDC, which will provide the provisional judge with summaries from the comments received. The WDC chair will advise the provisional judge of the status of the evaluations.

If the **first** two evaluations contain sufficient positive feedback, the provisional judge will be approved to continue judging without need for further formal evaluations. Feedback from exhibitors will also be considered before advising the provisional judge that he/she has successfully completed the evaluation requirements. **If any of the evaluations are not positive additional evaluations may will be required. A provisional judge needs at least two positive evaluations to complete the evaluation requirements. If a provisional judge continues to receive evaluations, from mentor judges or exhibitors, which are not positive, a member of the WDC will be asked to observe this judge. If the provisional judge does not improve or meet the standards expected by the WDC the judge will not be allowed to continue in the judging process. (please check this to be sure it's what we wanted)**

2. Provisional judges must exhibit a dog at least once every three (3) years in whatever type of test is appropriate, water or draft. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must complete the test and participate in each of the exercises.

Provisional judges who are delinquent in the exhibiting requirement may not accept judging assignments. Their judging status will be flagged on the NCA Website until they have completed the necessary requirements.

3. Provisional judges are encouraged to continue their experience and education. See Section IX for suggested activities.

Report of the
Breeder's Education Committee
June, 2012

The Breeder Education Committee (BEC) is pleased to report 203 people attended our 2012 National seminar, including several Junior members. All NCA Juniors were invited to attend the seminar as guests of the committee. Since she was done judging, Megan Nutbeam, also attended the event as our guest. Our seminar had the largest parent club attendance ever for one of Dr. Orlandi's presentations. Her prior record was a 165 people.

Having such a large turnout of attendees required many "demo dogs" for the hands on portion of the seminar. A request for dogs was sent to the NCA breeders list members. Twenty three people responded to our call for dogs.

Funds collected for prepaid reservations and anatomy books have been forwarded to the NCA Treasurer. As soon as Dr Orlandi returns from Spain, the remaining bills for the event will be submitted to the NCA Treasurer. Please note this event was not planned to incur a profit, but rather as an educational opportunity for the membership. Based on reviews from various attendees, the event exceeded our expectations. Other than an incorrect start time being posted in the Daily Record, our committee is pleased the event went off seamlessly - not an easy task with so many people and dogs!

This event could not have happened so successfully without the help of the New-Pen-Del National Specialty Committee. Our committee greatly appreciates the last minute effort by the Committee to help us accommodate the extra "at the door" attendees. Also, special thanks to the NCA Treasurer, Mary L. Price, for adding to her already heavy work load by helping with the processing of the reservations.

Due to her travel schedule, it often can take several months to receive books from Dr. Orlandi. As a service to the membership, our committee is formulating a plan to offer both of Dr. Orlandi's books, *The ABC's of Breeding* and *Canine Anatomy*, for sale. Additional information on this is expected later this summer.

Respectfully submitted,
Kathy Mc Iver
Chair
NCA Breeder Education Committee

(This page purposely left blank for inclusion of other written
Standing Committee Reports which were submitted after the
Recording Secretary's, deadline; as warranted.)

VIII. Reports of Special (Ad-hoc) Committee

Special Membership Pin
Committee
June, 2009

The Ad hoc Membership Pin Committee looked at samples from Medalcraft, Fourstar Marketing and Woodbury Pewter.

The cost of the Woodbury Pewter Pin is \$5. per pin. Nice pin, but comparatively pricey.

The cost of Medalcraft's Pin and Fourstar Marketing's Pin are less than Woodbury's, and in the neighborhood of \$1.75. each. Fourstar will pick up the die charge for the pin, where Medalcraft doesn't.

If it were up to the committee and based on the samples, we would recommend going with the Fourstar Marketing Pin. We believe their sample is slightly nicer than the Medalcraft sample. Total cost would depend on the number of pins ordered.

Also and for budgeting purposes, small bulk bubble rap mailers can be ordered from Office Depot for 50 cents each and first class postage is 46 cents per piece. This cost will depend on the number of NCA households we will be mailing too. Mary Lou Cuddy informs me that there are currently approximately 1700 members living in approximately 1200 households.

The only additional expense would be for Address/Return Address labels.

Sincerely,

Steve Britton
Chairman

Partial Report of the Ad-hoc Policy Manual Committee

Policy Manual

Thank you to everyone that worked on the re-writes.

VERSION A

The Newfoundland Club of America (NCA) has an extensive network of committees who work for the benefit of the Newfoundland dog, the NCA and its members. An article outlining the committee structure of the NCA is published annually in *Newf Tide* so the membership can participate in the process.

Committee Appointments and Vacancies

The NCA Board is responsible for appointing committee members. Committee membership is open to all NCA members in good standing. All vacancy notices shall be published in official NCA publications for at least 30 calendar days. Notices shall include information on the duties and responsibilities of the committee. NCA members who are interested in serving on a committee should contact the NCA 2nd Vice President – Committee Liaison.

All volunteer applications received by the 2nd Vice President will be presented to the Board in a timely manner. The Board will appoint committee members depending on the nature of the committee and the work to be accomplished. When considering applicants for appointment to a committee, the Board will consider current and previous committee commitments, experience, background, and specific skills and/or knowledge deemed useful to the committee's charge. After initial Board review, but prior to appointment, committees will be asked for their applicant recommendations. Committees are reminded that their preferred candidate may not be appointed by the Board.

Exclusive (Limited Membership) Committees

It is the responsibility of the Board to appoint committee members. The Board will consider recommendations from exclusive committees to fill vacancies or may appoint any member who meets Board-approved criteria to serve on those committees.

Committee Communication

All NCA Committees are directly accountable to the NCA Board of Directors. Maintaining a strong and clear line of communications in the organizational committee structure is imperative for the operational effectiveness of the NCA. Committees may only receive their work assignments from either the NCA Board or the NCA 2nd Vice President, who, on behalf of the Board, serves as the Liaison between committees. NCA committees are answerable to the Board of Directors, and only to the Board. Neither individual board members acting on their own nor other committees may assign work to committees. Board members have no special privileges with committees except when acting as a Board or at the direction of the Board. However, formal avenues of

communication should not preclude a collegial relationship between committees or Board members and committees. Further, the Board may in specific instances or as a matter of policy approve specific collaborative work between committees. In any event it should be remembered that no committee member, including the chair, may speak for the committee as a whole and no such communication should be taken as having come from the entire committee.

All NCA committee discussions have to be conducted in such a way that all committee correspondence is available to all committee members.

The Board must approve all surveys before they are distributed and all material prior to publication.

Committee Meetings

All committees are required to hold committee meetings, either face to face or by teleconference, as needed to properly conduct business, with a minimum of one meeting per year. There must be a quorum at each meeting to conduct committee business. All committee actions must be enacted at a meeting.

The committee chair shall contact the NCA 2nd Vice President – Committee Liaison to arrange a teleconference.

Committee Documents

Each committee chair should have an electronic file of all documents pertaining to the work of their committee. There should be a separate ‘official/locked’ copy in editable format (Word is the most universal) stored elsewhere, possibly with a committee member who is charged with providing printed copies of each document.

Copies of all contracts binding the NCA shall be forwarded to the Board via the 2nd Vice President. A current and historical file of these contracts will be created and held by the President and Treasurer.

The Board must approve any changes to policy or official publications.

Committee Account Numbers and Passwords

Any account number and/or secure password information owned/managed by the committee (e.g., web sites, databases, password-protected CDs, etc.) shall be held by the NCA President, the NCA Treasurer and the chair of the committee.

Committee Expenses

The Committee Chair shall submit an annual budget to the NCA Treasurer by June 1. Reimbursements for committee expenses will be contingent upon the Board-approved budget.

Committee Chairs are required to approve invoices for expenditures for his/her committee before forwarding bills to the Treasurer for payment. Committee expenditures beyond adopted budgets must be approved by the Board before being reimbursed or paid. The cost of duplicating and collating materials for Board review are charged to committees submitting the documents.

Committee Reports

Committee reports are due to the 2nd Vice President at the same time as the Board's agenda items. Deadlines will be announced by the 2nd Vice President. Annual committee reports will be printed in the 1st Quarter issue of *Newf Tide*.

Committee Assignments / Proposals

All committee proposals and input will be addressed by the Board and a response—even if not fully resolved—will be sent to the committee within 60 days of their submission.

Certificates of Appreciation

Certificates of appreciation will be presented to all outgoing committee chairs and committee members at the Annual Membership Meeting.

Miscellaneous

Committee chairperson(s) will receive a tentative National Specialty schedule nine months prior to the specialty show for review for possible conflicts. Any conflicts will be resolved by the NCA President, the Specialty Show Coordinator and the Specialty Show Chair.

Outside Reports

All committees receiving reports from outside sources such as OFA, AKC, etc., are required to provide a copy of the report within 15 days of its receipt to the NCA Corresponding Secretary and the NCA Webmaster. The Corresponding Secretary will maintain hard copies of all reports. The webmaster will be requested to enter all appropriate reports into the WIKI document center

VERSION B

I find it difficult to show the changes I am suggesting. The first version below is shown without mark ups and rationales. This is followed by the marked up version where I crossed out words and put new words in bold. My comments are in all caps. I have included some of the suggestions from others. I hope this makes sense.

Mareidith

COMMITTEE POLICIES (REVISIONS SUGGESTED BY MR)

The Newfoundland Club of America (NCA) has an extensive network of committees **that works** for the benefit of the Newfoundland dog, the NCA and its members

Committee Appointments and Vacancies

The NCA Board is responsible for appointing committee members. **The Board will appoint committee members depending on the nature of the committee and the work to be accomplished. When considering applicants for appointment to a committee, the Board will consider current and previous committee commitments,**

experience, background, and specific skills and/or knowledge deemed useful to the committee's charge. If necessary, committee openings shall be published in official NCA publications. **with** information on the duties and responsibilities of the committee **needing members.**

NCA members who are interested in serving on a committee should contact the NCA 2nd Vice President – Committee Liaison **who will present the** applications to the Board in a timely manner. **Committees may request the appointment of specific members to their respective committee with the understanding that the final appointments shall be at the discretion of the Board.**

All committees shall be appointed/reappointed by the incoming Board at the first appropriate meeting following the Annual Meeting. During the year, appointments are made as needed.

Committee Communication

All NCA committees are directly accountable to the NCA Board of Directors. Maintaining a strong and clear line of communications in the organizational committee structure is imperative for the operational effectiveness of the NCA. Committees receive their work assignments from either the NCA Board or the NCA 2nd Vice President, who, on behalf of the Board, serves as the Liaison between committees **and the Board and committees.**

Individual board members acting on their own **or** other committees may **not** assign work to committees. Board members have no special privileges with committees except when acting at the direction of the Board. However, formal avenues of communication should not preclude a collegial relationship between committees or Board members and committees. **In** specific instances or as a matter of policy, **the Board may** approve specific collaborative work between committees. In any event it should be remembered that no committee member, including the chair, may speak **officially** for the committee as a whole and no such communication should be taken as having come from the entire committee.

Committee Meetings

All committees are required to hold committee meetings, either face to face or by teleconference, as needed to properly conduct business, with a minimum of one meeting per year. For the purposes of discussion, all committee correspondence shall be available to all committee members. A quorum **of a majority of members** must be present **to conduct business.** All committee actions must **be enacted at a meeting.**

The committee chair shall contact the NCA 2nd Vice President – Committee Liaison to arrange for a teleconference line.

Committee Documents

Each committee chair should have an electronic file of all documents pertaining to the work of their committee. There should be a separate 'official/locked' copy in editable format (Word is the most universal) stored elsewhere, possibly with **a committee member who** is charged with providing printed copies of each document.

Copies of all contracts binding the NCA shall be forwarded to the Board via the 2nd Vice President. A current and historical file of these contracts will be created and held by the President and Treasurer.

The Board must approve all surveys **and written materials** before they are distributed **and** approve any changes to policy or official publications.

Committee Account Numbers and Passwords

Any account number and/or secure password information owned/managed by the **committee** (e.g., web sites, databases, password-protected CDs, etc.) shall be held by the NCA President, the NCA Treasurer and the chair of the committee.

Committee Expenses

Each committee chair shall submit an annual budget to the NCA Treasurer.

Reimbursements for committee expenses will be contingent upon the **Board-approved** budget.

Committee chairs **are** required to approve invoices for expenditures for his/her committee before forwarding bills to the Treasurer for payment. **The Board must approve committee expenditures beyond adopted budgets before reimbursement or payment. Committees submitting documents for Board review bear the cost of duplicating and collating the materials.**

Committee Reports

Monthly committee reports are due to the 2nd Vice President at the same time as the Board's agenda items. **Committee reports will be included in the agenda packet and will be published as part of the agenda packet. (Executive session items are exempt.)** Deadlines will be announced by the 2nd Vice-President.

Annual committee reports **must be sent to the 2nd vice-president and Newf Tide editor by January 10 of each year** and will be printed in 1st quarter *Newf Tide*. **Committee chairs shall submit year-end financial reports to the treasurer by June 1.**

All committees receiving reports from outside sources, such as OFA, AKC, etc., are required to provide the NCA Corresponding Secretary and the NCA Webmaster a copy of the report within 15 days of its receipt. The Corresponding Secretary will maintain hard copies of all reports, if available. The webmaster will be requested to enter all appropriate reports into the WIKI document center

Miscellaneous

Committees **planning presentations or meetings at a National Specialty** will receive a tentative National Specialty schedule nine months prior to the specialty show for review for possible conflicts and **the NCA President, the Specialty Show Coordinator and the Specialty Show Chair will resolve any conflicts.**

COMMITTEE POLICIES MARKED UP VERSION

The Newfoundland Club of America (NCA) has an extensive network of committees ~~who work~~ **that works** (GRAMMATICAL CHANGE) for the benefit of the Newfoundland dog, the NCA and its members. ~~An article will be written and published annual in Newf Tide outlining the committee structure of the NCA so that the membership might be enabled to participate in the process.~~ (THIS IS SOMETHING WE HAVE NOT DONE. A FEW REMINDERS IN EACH ISSUE, IF POSSIBLE, WOULD DO BETTER THAN AN ARTICLE, IMO.)

Committee Appointments and Vacancies

The NCA Board is responsible for appointing committee members. (FOLOWING SENTENCE MOVED FROM 2ND PARAGRAPH) **The Board will appoint committee members depending on the nature of the committee and the work to be accomplished. When considering applicants for appointment to a committee, the Board will consider current and previous committee commitments, experience, background, and specific skills and/or knowledge deemed useful to the committee's charge. Committee membership is open to all NCA members in good standing. THIS IS OBVIOUS AND IMPLIES ANY MEMBER CAN VOLUNTEER TO BE ON ANY COMMITTEE. If necessary, committee openings** All vacancy notices shall be published in official NCA publications. ~~for at least 30 calendar days. Notices shall include~~ **with** information on the duties and responsibilities of the committee **needing members.** (IMO, IF WE FOLLOWED THIS POLICY OF 30 DAYS COMBINED WITH ASKING COMMITTEES TO MAKE RECOMMENDATIONS FOR THEIR COMMITTEES AFTER INITIAL REVIEW BY THE BOARD WOULD BE CUMBERSOME IN APPOINTING MEMBERS IN A TIMELY MANNER.) (BEGIN NEW PARAGRAPH) NCA members who are interested in serving on a committee should contact the NCA 2nd Vice President – Committee Liaison **who will present the.** All volunteer applications received by the 2nd Vice President will be presented to the Board in a timely manner. ~~The Board will appoint committee members depending on the nature of the committee and the work to be accomplished. When considering applicants for appointment to a committee, the Board will consider current and previous committee commitments, experience, background, and specific skills and/or knowledge deemed useful to the committee's charge. After initial Board review, but prior to appointment, committees will be asked for their applicant recommendations. Committees are reminded that their preferred candidate may not be the one appointed by the Board. Committees may request the appointment of specific members to their respective committee with the understanding that the final appointments shall be at the discretion of the Board.~~

~~Committee assignments were traditionally made by the new Board on Sunday mornings after the National Specialty was over or after the Annual Meeting. From 1997 committee assignments have been done by the outgoing Board. The Board decided it would take a straw vote in executive session and the new Board would, in good faith, take that vote into consideration during their meeting Thursday after the Annual Membership meeting. All committees shall be appointed/reappointed by the incoming Board at the first appropriate meeting following the Annual Meeting. During the year, appointments are made as needed. (IMO, THERE IS NO NEED TO TIE DOWN A SPECIFIC TIME WHEN COMMITTEES ARE APPOINTED. AS WE KNOW FROM THE PAST SEVERAL YEARS, WE HAVE NOT BEEN ABLE TO FOLLOW THIS BECAUSE OF VARYING CIRCUMSTANCES.)~~

Exclusive (Limited Membership) Committees

~~It is the responsibility of the Board to appoint committee members. The Board may vote to accept recommendations from exclusive committees for people to fill vacancies thereon or may appoint anyone else who meets Board approved criteria for membership on those committees. (OMIT THIS SECTION. IT IS REDUNDANT, IMO.)~~

Committee Communication

All NCA committees are directly accountable to the NCA Board of Directors. Maintaining a strong and clear line of communications in the organizational committee structure is imperative for the operational effectiveness of the NCA. Committees ~~may only~~ receive their work assignments from either the NCA Board or the NCA 2nd Vice President, who, on behalf of the Board, serves as the Liaison between committees **and the Board and committees.**

~~NCA committees are answerable to the Board of Directors, and only to the Board.~~ Neither (REDUNDANT) Individual board members acting on their own ~~nor~~ or other committees may **not** assign work to committees. Board members have no special privileges with committees except when acting as a Board or at the direction of the Board. However, formal avenues of communication should not preclude a collegial relationship between committees or Board members and committees. ~~Further, the Board may~~ In specific instances or as a matter of policy, **the Board may** approve specific collaborative work between committees. In any event it should be remembered that no committee member, including the chair, may speak **officially** for the committee as a whole and no such communication should be taken as having come from the entire committee.

~~All NCA committee discussions have to be conducted in such a way that all committee correspondence is available to all committee members.~~ (REWORDED AND PUT UNDER MEETINGS)

~~The Board must approve all surveys before they are distributed.~~ (MOVED WITH DOCUMENT SECTION).

Committee Meetings

All committees are required to hold committee meetings, either face to face or by teleconference, as needed to properly conduct business, with a minimum of one meeting per year. For the purposes of discussion, all committee correspondence shall be available to all committee members. (SIMPLE REWORDING) ~~There must be a quorum of said committee.~~ A quorum **of a majority of members** must be present **to conduct business.** (DEFINE QUORUM) All committee actions must ~~result from the meeting.~~ **be enacted at a meeting.**

The committee chair shall contact the NCA 2nd Vice President – Committee Liaison to arrange for a teleconference line.

Committee Documents

Each committee chair should have an electronic file of all documents pertaining to the work of their committee. There should be a separate ‘official/locked’ copy in editable format (Word is the most universal) stored elsewhere, possibly with ~~whomever a~~ **committee member who** is charged with providing printed copies of each document. Copies of all contracts binding the NCA shall be forwarded to the Board via the 2nd Vice President. A current and historical file of these contracts will be created and held by the President and Treasurer.

The Board must approve all surveys **and written materials** before they are distributed. ~~The Board must~~ **and** approve any changes to policy or official publications.

Committee Account Numbers and Passwords

Any account number and/or secure password information owned/managed by the ~~CA~~ **committee** (e.g., web sites, databases, password-protected CDs, etc.) shall be held by the NCA President, the NCA Treasurer and the chair of the committee.

Committee Expenses

~~The~~ **Each** committee chair shall submit an annual budget to the NCA Treasurer. Reimbursements for committee expenses will be contingent upon the ~~Chair submitting a~~ **Board-approved** budget.

Committee chairs ~~is~~ **are** required to approve invoices for expenditures for his/her committee before forwarding bills to the Treasurer for payment. ~~Committee expenditures beyond adopted budgets must be approved by the Board before being allocated.~~

~~reimbursed or paid.~~ The Board must approve committee expenditures beyond adopted budgets before reimbursement or payment. (REWORDING) **Committees submitting documents for Board review bear the cost of duplicating and collating the materials.** ~~The cost of duplicating and collating materials for Board review are to be borne by committees submitting the documents. (REWORDED)~~

~~Committee Chairs to submit year-end financial reports to the Recording Secretary with the annual report. (REWORD AND MOVE TO COMMITTEE REPORTS. THE ANNUAL REPORTS ARE NOT DUE WITH THE FINANCIAL REPORTS.)~~

Committee Reports

Monthly committee reports are due to the 2nd Vice President at the same time as the Board's agenda items. **Committee reports will be included in the agenda packet and will be published as part of the agenda packet. (Executive session items are exempt.)** ~~Deadlines will be announced as they are set. by the 2nd Vice-President.~~ Annual committee reports **must be sent to the 2nd vice-president and Newf Tide editor by January 10 of each year** and will be printed in **1st quarter *Newf Tide*. Committee chairs shall submit year-end financial reports to the treasurer by June 1.**

All committees receiving reports from outside sources, such as OFA, AKC, etc., are required to provide the NCA Corresponding Secretary and the NCA Webmaster a copy of the report within 15 days of its receipt. The Corresponding Secretary will maintain hard copies of all reports, **if available**. The webmaster will be requested to enter all appropriate reports into the WIKI document center.

Committee Assignments / Proposals

~~All committee proposals and input will be addressed by the Board and responded to—even if not fully resolved—within 60 days of their submission by the committee. (OMIT THIS SECTION)~~

Certificates of Appreciation (CORRECT SPELLING) MOVE THIS SECTION TO 1ST VICE PRESIDENT DUTIES AND ANNUAL MEETING. THIS IS NOT SOMETHING IN THE HANDS OF THE COMMITTEES AND NOT THEIR RESPONSIBILITIES.)

~~Certificates of appreciation will be presented to all outgoing committee chairs and committee members at the Annual Membership Meeting.~~

Miscellaneous

Committee chairperson(s) **planning presentations or meetings at a National Specialty** will receive a tentative National Specialty schedule nine months prior to the specialty show for review for possible conflicts and ~~any conflicts be resolved by~~ the NCA President, the Specialty Show Coordinator and the Specialty Show Chair **will resolve any conflicts.**

Outside Reports (PUT UNDER REPORTS)

~~All committees receiving reports from outside sources, such as OFA, AKC, etc., are required to provide the NCA Corresponding Secretary and the NCA Webmaster a copy of the report within 15 days of its receipt. The Corresponding Secretary will maintain hard copies of all reports. The webmaster will be requested to enter all appropriate reports into the WIKI document center~~

The Judge's Corner

NCA Working Dog Committee Publication
Spring 2012

THE JUDGES' CORNER newsletter is being presented by the Working Dog Committee for NCA judges' continuing education, to keep our judges updated on any regulation changes or updates and to share experiences of how other judges have handled a challenging situation.

Newly Approved Changes to NCA Water Test Regulations

As you all know the WDC recently updated the NCA Water Test Regulations. Some of the changes were due to adding the updated WRDX regulations to the general regulations while others were in answer to NCA board directives and test evaluations. The new regulations are posted on the NCA web site with the changes and updates in red. They will remain in red for one year to highlight the changes and make them easier to find. They are in effect now, April 2012.

These are some of the most notable changes:

All One Test

The WRDX test was added to the WD/WRD regulations to make it all one test with one set of regulations though offering the WRDX division is still optional and WRDX may still be held on a separate day. The new qualifications to judge the WRDX level are on the web site.

Equipment:

- Paddles may be painted, may vary from the 2.5 feet by 2 inches but may be longer. They may not be taped or have texture added.
- The coast guard approval must be visible on life jackets and boat cushions.
- A handler may use two underwater retrieve articles but they must be identical except for color and if the second one has to be used, due to the first one getting lost, then the dog has to retrieve the second item, not the first.
- Unconscious victim steward must wear a wet or dry suit unless it is too hot but, if so, they must at least have arm protection from the hand to over the elbow. A wet/dry suit jacket may be used or just gloves and sleeves.
- Life jackets must be adult or child size, no infant size allowed.
- Life jackets are optional for beach stewards.
- Dog Works life rings fit the criteria, don't need coast guard approval.

General regulations:

- If a dog leaves the test area while being tested or after finishing the test before being put on leash, that dog will be disqualified, even if that dog had just passed all of the exercises.
- The use of a whistle to instruct the dog must be a voice produced whistle. Mechanical whistles are not allowed.
- A dog may be GENTLY pushed into a sit but no extreme force may be used.
- The WRDX test may use the same judges as the rest of the test or have a separate panel of judges.
- Special provisions for handicapped handlers are allowed.
- If the number of WRDX entries are limited at a test an entrant may enter the WRDX division and enter as a Senior requalifier so that if they do not get into the WRDX division they can still be entered in the test. When the test closes the entrant will have to chose to stay on the WRDX alternate list or keep their entry as a Senior requalifier.
- Dogs with titles may enter more than one division at a test as long as they already have a title in the divisions entered.
- The shore line may be only 75 feet wide for a WRDX test as long as the water area is wide enough for the water markers to be at least 100 feet apart.
- If the steward falls out of the boat while reaching for a line the exercise must be re-tested.

Junior Division Exercises:

- During Basic Control the dogs do not have to sit to start the exercises or finish the exercises with the exception of the Recall exercise where the dog must be left in a sit to start the exercise and may no longer change position.
- During the Take a Line exercise if the dog drops the line on shore and enters the water without the line the handler may pick up the line and offer it to the dog as long as the dog does not leave the water with more than two feet and the handler does not enter the water. If the dog drops the line in the water then the dog has to pick up the line and the handler may not move the line to entice the dog to take it.
- During the Take a Line exercise the dog must still have the line in his/her mouth when the steward grabs the line for the exercise to be successful.
- During the Swim with Handler exercise the handler may use any type of swimming stroke.

Senior Division Exercises:

- Once the dog has boarded the boat platform on the Retrieve off Boat and Rescue exercises he/she may not leave the platform until in position to start the exercise. The dog has only one chance to stay on the platform. Jumping to shore or into the shallow water is a failure after boarding.
- The dog must deliver the paddle to the handlers hand, it must not be let go until the handler has a hand on it and it may no longer be delivered to a steward in the boat.

- During the Life Ring exercise if the dog drops the line on the shore and then enters the water the dog may be instructed to pick up the line on shore if he/she may do so without more than two feet exiting the water.
- During the Take a Line/Tow a Boat exercise the dog must deliver the line to the calling steward, not a silent steward. The dog must hold either the bumper or the line adjacent to the bumper. They may not hold the line on the opposite end from the bumper.
- During the Rescue exercise the timing starts when the handler indicates that rescue is needed.

Excellent Division Exercises:

- Most of the WRDX exercises names have been shortened.
- The comfort break and wading depth have been clarified.
- The WRDX handbook on the NCA web site will be updated to reflect the new changes.
- During the Abandoned Boat exercise the rower will not toss the bumper into the water until after having released the anchor line. Also, the handler has one opportunity to redirect the dog which may be given while the dog is still swimming or after the dog has reached wading depth. Either way the dog must respond within 10 seconds from the first redirect command.
- During the Multiple Rescue exercise the dog has one chance to board the platform and may not exit the platform again until ready to start the exercise. It is emphasized that the stewards must watch the rower for instructions as to their position in the water. The dog has 20 seconds after jumping off the boat to be swimming toward a steward. Also, once the dog has brought a steward back to the boat they have 20 seconds to be heading for another steward. The dog may not circle the boat if no stewards have been rescued yet and after rescuing stewards the dog may only circle the boat once between each rescue.
- The Unconscious Victim exercise will now begin with the dog and handler facing away from the water. The steward must be wearing at least arm protection from the hand past the elbow if it is too hot for a full wet suit and must keep their fingers fully opened in the gloves. The dog may not cross over the stewards legs nor push the steward in to shore. The dog must have a hand/arm or life jacket in their mouth to complete the rescue.
- The Capsized Raft exercise may begin with the steward already in the water and just lifting the raft over their head if the wind or current conditions warrant such a change. The dog may only circle the raft once before going under the raft. The steward may not lift the raft to assist the dog to enter or exit. The handler will wait at the dog's wading depth for the dog to return. Judges must watch the steward flip the raft for the Capsized Raft exercise before the test begins to be sure it is done properly and safely. Judges must also be sure that the raft stays inflated properly.
- During the Line to Shore exercise the dog has one chance to board the platform and may not exit the platform again until ready to start the exercise. The dog

- may no longer drop the line on the boat or it will fail. The calling steward only has to put a hand on the line, the dog does not have to release the line.
- During the Hidden Victims exercise the stewards and their splashing must not be visible from shore. The handler will meet the dog and stewards at the dog's wading depth.

Updates to Draft Test Regulations:

There have also been a few minor updates to the NCA Draft Test Regulations which will take effect for the 2012 fall draft test season. The updates are listed below:

- During Basic Control the dogs do not have to sit to start the exercises or finish the exercises with the exception of the Recall exercise where the dog must be left in a sit to start the exercise and may no longer change position.
- During the Maneuvering Course there is no time limit as long as the dog continues to work. If the dog stops pulling at any point along the course the handler has one minute to get the dog moving again.
- To begin Harnessing and Hitching the handler must give the steward their lead at the edge of the test area and enter the test area with the dog off lead to a spot that is twenty feet from the cart.

Reminders for Judges:

There is now a Judges Corner page that can be found in the working dog section of the NCA web site.

It contains the qualifications to become a judge and to move up in the judging levels. It also contains the judges lists, the test regulations and links to all of the judges forms. Most importantly it contains the NCA Judges Code of Ethics, by which you are all required to abide, so be sure to review them before your judging assignments.

If you are judging a test you may not also chair, secretary or chief steward that test. There is the risk that it would be too distracting and make it hard to do both jobs well.

Please remember to send in your test evaluations and your evaluations of provisional and observer judges. If you don't feel you will have the time to evaluate the provisional or observer judge in a timely manner, please do not accept the assignment. Most of these people are waiting for the results of their evaluation so that they may accept other assignments and it isn't fair to keep them waiting. Also, the NCA WDC relies on our judges to be our eyes and ears at our working events. Without your evaluations we may not know about a problem with the site or the test committee. They do remain anonymous when the results are given to the test committee.

We sometimes receive complaints about judges conduct or appearance at a test. Please remember that you are representing the NCA when you are judging. Wear appropriate attire and act professionally.

Judges should not be sitting down in a chair, on a wall, etc. when a dog is actively working. It is impossible to see everything the dog and handler are doing by staying in one position. Remember it is up to you to keep a test running on time. Be aware of the schedule for the day and try to stay as close to being on time as possible. Limit the chatting and seminar type instruction to after the test. You must remain an NCA member in good standing to stay on the judges lists.

Changes to Working Dog Committee Contacts:

The WDC is currently short staffed and a few of our members are doing double duty working at two jobs on the committee. Laura Gallagher is the interim contact for Observer Judges and Dwight Gorsuch is the contact for Water Test Applications. Please inform your friends and regional clubs.

Thank you for taking the time to become familiar with our newly revised regulations and reminders.

Please contact us if you have any concerns about our tests, judges or regulations.

Your NCA Working Dog Committee

Tom Brant, Denise Castonguay, Laura Gallagher, Dwight Gorsuch,
Cindi Kursner, Sue Marino, Patti Pigeon, Pam Saunders