



Newfoundland Club of America, Inc.
Board of Directors

Regular Monthly Meeting
Thursday, August 16, 2012
8:00 pm (EDT)
7:00 pm (CDT)

Proposed Meeting Agenda

Committee Call-in (General Order):

Specialty Show: Robin Seaman and Amy Lane and/or Sandee Lovett – 9.p.m. (EDT)

Technical Resources: Barbara Finch - time TBA

Newfoundland Ambassador: Mary Lou Roberts – time TBA

- I. Roll call.
- II. Reading and approval of minutes:
 - Regular Meeting of the Board of Directors – July 19, 2012. (pp. 7 – 13)
 - Adjourned Regular Meeting of the Board of Directors –
July 26, 2012. (pp. 13 – 21)
- III. Motion to adopt the August meeting agenda - (In accordance with NCA Bylaw Article IX. Section 2.)
- IV. Proposed Adoption of the August Committee Referral Consent Calendar:

The following items of business also appear simultaneously under the heading of unfinished business and will automatically be committed to the parenthetically listed committee, unless a board member requests discussion (or that the business be referred to a different committee). If a request for discussion is made, the item returns to its other listed location on the agenda.

Unless the consent calendar is specifically amended differently, the reporting time will be the fall face-to-face meeting.

(Refer to the Governing Documents Committee):

15) 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*)

(Refer to Ad-hoc Policy Manual Committee):

- 13) **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:

- 1) Send committee agenda items to Recording Secretary.
- 2) 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 new officers.

V. Reports of Officers and Standing Committees:

- President's Report – Pam Saunders
- First Vice-president's Report – Pat Randall
- Second Vice-president's Report – *Lynne Anderson-Powell (p.23)*
- Recording Secretary's Report – *Steve Britton (p.23)*
- Corresponding Secretary's Report – *Kathy McIver (p.23)*
- Treasurer's Report – *Mary L. Price. (pp. 23 - 30)*
- AKC Delegate – *Mary W. Price*
- Technical Resources Committee – Barbara Finch
- Newf Ambassador Committee – *Mary Lou Roberts (pp. 31 – 32)*
- Specialty Show Committee – Robin Seaman, Amy Lane and/or Sandee Lovett
- Report of the Juniors Committee – *Sissy Sullivan (pp. 33 – 41)*
- Technical Resources Committee (Informational website report) –
Marylou Zimmerman (pp. 42 – 52)

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

- Policy Manual Committee - Pam Saunders *(pp. 53 - 58)*

VII. Election of new members and other Executive Session Business:

- Report of the Membership Chairman – *Mary Lou Cuddy*
 - 1) Consideration of New Member Applications *(under separate cover)*
- Committee Appointment Considerations

VIII. Unfinished Business and General Orders

- 1) Reformatting of committee job descriptions
- 2) Draft of policy regarding the listing of titles on rosettes and certificates – *Meredith Reggie (repealed: June 21, 2012)*
- 3) Appointment of a committee to track long-term contracts and activities



- 4) Develop guidelines for the appointing of National Specialty Committee chairman (aka, grounds, registration, etc.): pended from June 17, 2010 BOD meeting.
- 5) Article in summary of the St. Bernard survey and the value of NCA membership. (Lynne Anderson-Powell)
- 6) Announcement to Newf Tide regarding the procedure for removing a name from AKC's mailing list published to *NCA e-notes* and *Newf Tide*. (PKR): repended 6/21/12.
- 7) Investigate external audit/review costs (MLP; pended, recommitted July, 2012.)
- 8) Juniors Committee:
 - 8.1) Committee to make recommendations for new medallion design (no date)
 - 8.2) Committee to make recommendations for recognition of Junior Members in working events. (no date)
- 9) Newf Ambassador Committee:

Develop recommendations for a Facebook® puppy page (by 2/2/12 agenda deadline).
- 10) Publicity Committee
 - 10.1) Develop article on the value of NCA membership for distribution to regional clubs by NCA Regional Club Committee.
 - 10.2) Develop wording for Canine Review free website listing (by 5/2/12)
- 11) Specialty Show Coordinating Committee:
 - 11.1) Report to board on sending specialty judges ballots with the election ballots (by 5/2/12)
 - 11.2) Review concept of uniform trophies and methods of fund-raising (by 2/2/12 agenda deadline)
- 12) Review of 2010/2011 National Specialty financial *reports* (MLP, Amy Lane by 5/2/12)
- 13) Technical Resources Committee:

Develop policy and procedures relating to the electronic information storage.
- 14) Working Dog Committee:

Review of Provisional Judges Policies (Pended: June 21, 2012)
- 15) Governing Document Committee (*Special Committee*)
 - 15.1) 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.
 - 15.2) Policies regarding new IRS Regulations regarding Non-Profits Corporations and the Pension Reform Act of 2006 (Conflict of Interest, Whistleblowers, Audit, etc.)



- 16) *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)
- 17) Report from the board of directors Ad-hoc Committee: of prepared copy for 21st edition of *the AKC Complete Dog Book*. (committed: 7.26.2012)
- 18) Report of the Treasurer regarding online monthly bank statements for director review (pending 7.26.2012)
- 19) Written policy regarding converting a single person membership into a two person membership when one of the persons involved is already a NCA member and the applicant isn't an NCA member. Report by the Treasurer and Membership Committee Chair. (pending 7.26.2012)
- 20) Report regarding the following motion referred to committee:

Resolved, to refer the agenda item regarding adding the late Ron Pemberton's book "*A Study of the Newfoundland*," to the Judge's Education Committee's recommended approved reading list, to the Judges Education Committee, and the committee reporting back to the board by its September meeting (committed July 26, 2012).
- 21) Report regarding the following motion referred to committee:

Resolved, 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/>. (committed July 26, 2012)
- 22) *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*)
- 23) **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:

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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 new officers.

- 24) **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 officer. When first learning an office, it is very helpful to review actions taken by previous appointees. When I was RCL, I found reviewing letters

IX. New Business



IV. Reports of Officers and Standing Committees



Report of the Second Vice-President

New Items:

Report from the Juniors Committee:

The Juniors Committee's report is included in the agenda packet pages: xx-xx
Areas they would like a response/approval from the Board are listed below.

1. Approval to proceed with changing the Award application and implement the NEW point schedule?
2. Approval for the addition of Rally and Agility within our Top awards. This addition adds one medallion type to our present Top three.
3. Approval to add a new award "NCA Junior Good Sportsmanship Award". In doing so a new plaque would be purchased, and engraved.
4. Approval for fund raising and any guidelines for this.
5. Confirmation that the Jrs. Pizza party/Ice Cream social with all paper products and beverage, will be covered by the club, and not taken out of the Jrs. budget that has been submitted.

Lynne Anderson-Powell

Recording Secretary's Report

The recording secretary transcribed two sets of draft minutes and put together this evening's meeting packet. Thank you to everyone who turned in their reports and other materials in a timely manner.

Steve Britton

Recording Secretary

Report of the Corresponding Secretary

Mary W. has brought to my attention AKC is requesting parent clubs submit judges names for Eukanuba. The submission due date is 9/1. Please add this to agenda, if possible.

KM

Corresponding Secretary

Treasurer's Report

NCA operations accounts July 6 – August 2, 2012 and 2012 – 2013 Adopted Budget.

Mary L. Price

Treasurer



Cash
Balances

NCA Operations	
Checking Account	55,070.79
Checking Account - 2013 Natl. Spec.	9,407.45
Savings Accounts	41,332.89
CDs	96,064.79
Juniors Fund	1,000.00
Uniform Trophy Fund	<u>1,629.79</u>
	204,505.71

NCA Operations

INCOME & EXPENSES for the period July 6 - August 2, 2012

		DEP			
Donations	7/24/12	S	Vari	with Dues 6/6 - Shattuck	25.00
Dues - Applicants	7/13/12	DEP	Ratzlaff		105.00
	7/16/12	DEP	S Horn		30.00

					135.00
TOTAL Dues - Applicants					
Dues - Renewals	7/22/12	EFT	Vari	6/6	465.00
	7/22/12	EFT	Vari	6/8	810.00
	7/22/12	EFT	Vari	6/9	75.00



	7/22/12	EFT	Vari	6/11	917.00
	7/22/12	EFT	S Vari	6/9	100.00
				6/11	130.00
	7/23/12	EFT	Lewis	6/11	5.00
		DEP			
	7/24/12	S	Vari	6/6	3,660.00
	7/24/12	DEP	Vari	6/8	3,875.00
	7/24/12	DEP	Vari	6/9	3,995.00
	7/24/12	DEP	Vari	6/11	3,570.00
	8/1/12	DEP	Vari	6/14	3,639.00
	8/1/12	DEP	Vari	6/16	4,186.00
	8/1/12	DEP	Vari	6/18	3,875.00
	8/1/12	DEP	Vari	6/21	3,665.00
	8/1/12	DEP	Vari	6/23	<u>4,836.00</u>
					37,803.00

TOTAL INCOME					37,963.00
EXPENSES					
Awards	7/12/12	6891	A K C	Eukanuba medallions	-125.00
		6897			
Board	7/28/12	S	K McIver	air fare to Nov. meeting	-502.20
Breeders Education	7/21/12	DEP	Vari	2012 BEC Forum	1,715.00
	7/21/12	6895	Claudia Orlandi	books + 2012 BEC Forum	-3,011.20



						-1,296.20
Health Chall.	7/16/12	EFT	S	S.c. - Credit Cards	s.c. for credit cards	-223.78
Membership	7/16/12	EFT	S	S.c. - Credit Cards	s.c. for credit cards	-19.33
	7/24/12	DEP		P Clifton	decal	<u>5.00</u>
						-14.33
Newf Tide subscription expense	7/16/12	EFT	S	S.c. - Credit Cards	s.c. for credit cards	-5.52
Rec Sec	7/15/12	6894		S Britton		-40.06
Rescue	7/16/12	EFT	S	S.c. - Credit Cards	s.c. for credit cards	-27.63
Working Achievement	7/28/12	6896		Roy Jones Dog Shows	rosettes - 2012 Natl. Spec.	-139.50

TOTAL EXPENSES						-2,374.22

OVERALL TOTAL						35,588.78



	2013 Budget	2013 Notes	est. 2012	2012 Budget	Difference
Revenue Producing Activities					
Members' Renewal Dues	88,725.00	1183 households	86,550.00	90,080.00	-3,530.00
Applicants' Dues and Fees	<u>5,000.00</u>	50 applicants	<u>5,339.00</u>	<u>6,000.00</u>	<u>-661.00</u>
	93,725.00		91,889.00	96,080.00	-4,191.00
Less: Expenses	<u>7,000.00</u>		<u>5,985.74</u>	<u>8,500.00</u>	<u>-2,514.26</u>
Net Membership Revenue	86,725.00		85,903.26	87,580.00	-1,676.74
<i>Newf Tide</i> per NT Pol. Chair					
Advertising	11,000.00		11,669.00	9,500.00	2,169.00
Subscriptions	9,900.00		9,010.75	11,000.00	-1,989.25
Less: Expenses	45,000.00		45,143.74	40,000.00	5,143.74
Contingency	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net <i>Newf Tide</i> Revenue	-24,100.00		-24,463.99	-19,500.00	-4,963.99
<i>Annual of Titlist</i> Revenue per NT Pol. Chair					
Annual of Titlist Revenue	5,250.00		5,970.00	5,600.00	370.00
Less: Expenses	<u>4,000.00</u>		<u>4,361.96</u>	<u>4,500.00</u>	<u>-138.04</u>
Net <i>TITLIST</i> Revenue	1,250.00		1,608.04	1,100.00	508.04
Breeders List Revenues					
Breeders List Revenues	200.00		850.00	500.00	350.00
Less: Expenses	<u>180.00</u>		<u>639.10</u>	<u>400.00</u>	<u>239.10</u>
Net Breeders List Revenues	20.00	per Chair	210.90	100.00	110.90
General Education Revenues					
General Education Revenues	30.00		40.00	50.00	-10.00
Less: Expenses	<u>1,000.00</u>		<u>3,051.56</u>	<u>3,800.00</u>	<u>-748.44</u>
Net General Education Revenues	-970.00		-3,011.56	-3,750.00	738.44
Working Dog - Drafft					
Working Dog - Drafft	10.00		15.00	10.00	5.00
Less: Expenses	<u>185.00</u>		<u>2.92</u>	<u>277.50</u>	<u>-274.58</u>
Net Working Dog - Drafft	-175.00	per Chair	12.08	-267.50	279.58



Working Dog - Water	10.00		27.00	10.00	17.00
Less: Expenses	<u>185.00</u>		<u>242.76</u>	<u>277.50</u>	<u>-34.74</u>
Net Working Dog - Water	-175.00	per Chair	-215.76	-267.50	51.74
					0.00
Disciplinary	0.00		0.00	0.00	0.00
"Distinguished Member" Fund	0.00	per Chair	137.76	0.00	137.76
					0.00
Donations	0.00		100.00	0.00	100.00
					0.00
Interest	<u>1,000.00</u>		<u>1,649.06</u>	<u>1,000.00</u>	<u>649.06</u>
Revenues, Net of Related Expenses	63,575.00		61,929.79	65,995.00	-4,065.21
Expenses					
Board	8,000.00	per Board	8,065.42	11,000.00	-2,934.58
President	300.00			300.00	-300.00
Vice Presidents	200.00			200.00	-200.00
Recording Secretary	7,000.00		6,967.52	10,000.00	-3,032.48
Corresponding Secretary	100.00			100.00	-100.00
Treasurer	950.00		927.77	950.00	-22.23
AKC Delegate	5,000.00		2,350.65	5,000.00	-2,649.35
AKC Task Force				0.00	0.00
Annual Membership Meeting	4,500.00	per Board	4,848.78	4,000.00	848.78
Arbitration	200.00		4.42	450.00	-445.58
Associations	1,500.00		1,060.00	1,500.00	-440.00
Awards	1,710.00	per Chairs	1,470.55	500.00	970.55
Breeders Education	6,430.00	per Chair	325.00	4,430.00	-4,105.00
Breeders Referral	665.00	per Chair	578.32	410.00	168.32
Companion Newf	50.00	per Chair		50.00	-50.00
Electronic Publications Policy	172.00	per Chair	31.37	175.00	-143.63
Grants	1,500.00		1,500.00	0.00	1,500.00
Health and Longevity	2,500.00		2,498.61	3,000.00	-501.39
Historian	500.00	per Chair	3,068.85	500.00	2,568.85



International Liaison	25.00	per Chair		500.00	-500.00
Judges Education	1,300.00	per Chair	1,116.25	2,120.00	-1,003.75
Juniors	3,820.00	per Chair, includes stipends	1,559.90	500.00	1,059.90
Legal Services	1,000.00		651.00	1,000.00	-349.00
Legislative Liaison	600.00		602.12	1,000.00	-397.88
Liability Insurance	2,800.00		2,740.00	2,700.00	40.00
Newf Ambassador	1,060.00	per Chair	72.89	0.00	72.89
Newf Tide Policy	600.00	per NT Pol. Chair	245.10	625.00	-379.90
Nominating	50.00		17.92	100.00	-82.08
Obedience	700.00		601.79	1,004.00	-402.21
Policies	0.00			500.00	-500.00
Publicity	400.00	per Chair		100.00	-100.00
Recognition	2,000.00		2,415.73	4,500.00	-2,084.27
Regional Clubs Committee	250.00	per Chair	230.76	500.00	-269.24
Regional Clubs Liaison	0.00	Governance		100.00	-100.00
Regional Specialties Coordinator	100.00		-1,355.00	100.00	-1,455.00
Rescue Prevention	2,500.00	per Chair	415.50	2,050.00	-1,634.50
Register Of Merit	100.00	per Board	66.00	5,944.00	-5,878.00
Scholarship grant	0.00	per CTMB	3,000.00	3,000.00	0.00
Specialty Show Coordinator	500.00		199.71	500.00	-300.29
Specialty subsidy	2,000.00		8,730.69	2,000.00	6,730.69
Steering	350.00	per Chair	211.17	500.00	-288.83
Sunshine	0.00		0.00	0.00	0.00
Technical Resources	25,000.00		10,452.55	25,000.00	-14,547.45
TOD/TODD	135.00	per Chair	0.00	120.00	-120.00
Trust Management Board	5,750.00	per CTMB	5,500.00	5,500.00	0.00
Versatility	250.00	per Chair	23.84	250.00	-226.16
Working Achievement	400.00	per Chair	0.00	400.00	-400.00
Working Dog	821.00	per Chair	638.42	486.50	151.92
Other ad hoc committees	200.00		24.36	1,500.00	-1,475.64
Contingency	0.00		0.00	0.00	0.00



Miscellaneous	<u>-2,500.00</u>	teleconferencing - new vendor	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Operating Expenses	91,488.00		71,857.96	105,164.50	-33,306.54
Revenues, Net of Related Expenses	<u>63,575.00</u>		<u>61,929.79</u>	<u>65,995.00</u>	<u>-4,065.21</u>
Excess of Receipts over Disbursements	-27,913.00		-9,928.17	-39,169.50	29,241.33
Balance as of July 1	<u>166,200.00</u>		<u>176,215.31</u>	<u>170,000.00</u>	<u>6,215.31</u>
Ending Balance - June 30	138,287.00		166,287.14	130,830.50	35,456.64
Cash Reserve	143,000.00		143,000.00	143,000.00	
Operating Fund	<u>-4,713.00</u>		<u>23,287.14</u>	<u>-12,169.50</u>	
Ending Balance	138,287.00		166,287.14	130,830.50	



Newfoundland Ambassador Committee Report

Hi Lynne,

At its last meeting, the Newf Ambassador Committee agreed to submit the following questions to the Board for clarification:

1. We are somewhat confused about the Board's directive at it's November Board meeting for the Newf Ambassador Committee to develop a Face Book Puppy Information page. Following are the minutes from that Board meeting:

Facebook Puppy Information Page

The Board briefly considered a request to develop a Newfoundland Puppy Information Page on Facebook. Some Board members felt that this could tie in as a resource for the Newf Ambassador program and the Breeders Education Committee, along with the Corresponding Secretary.

Roger Frey moved and Lynne Anderson-Powell seconded that the Board refer a request to consider developing a Newfoundland puppy information page on Facebook to the Newf Ambassador Committee and the Breeders Education Committee with reports due back to the Board by the February 2, 2012 Board agenda deadline. Without objection, the motion passed.

The Newf Ambassador Committee discussed this at our last meeting (June 27). Following are the minutes on that topic from meeting:

The NCA Board asked the committee to consider being involved in a Facebook page.

After discussion, the following motion passed unanimously:

The Newfoundland Ambassador committee has considered the request from the Board of Directors to take an active role on a Facebook page on behalf of the NCA. The committee declines this request for two reasons at the present: (1) at this stage of the committees development – without established roles or any members with available additional time, we do not have the capacity to do this actively, and (2) we feel it is outside of the scope of our current activities, which are to create a network of Newf Ambassadors, train them, and create ways for inquiring members of the public to reach them. (motion was approved unanimously)

One of our own "to do" items is, indeed, to develop a Face Book page--but it will deal specifically with the Newf Ambassador program and will direct readers to information on the NCA Web site. To develop a broader "puppy information" page, however, is not within the scope of our charge. Is this not something that should be done by the General Education Committee?

I noted that the following item was included on the June meeting summary. We assume, then, that the Board will clarify this issue at that meeting. We would be happy to come onto the call if there is any information about our committee's activities that would be helpful. [The item of business to develop recommendations for a Facebook puppy page \(originally](#)

[2/02/12\) was postponed to the July meeting.](#)

2. The June meeting summary also includes the following:

[50 Roger Frey moved, Pam Rubio seconded that the NCA Board of Directors approve the 51 recommendation of the Rescue Prevention Committee.](#)

[52 Roger Frey moved and Pam Rubio seconded to amend the earlier motion to approve the](#)



53 card as proposed, including the changes as the board had suggested, and to set the 2012
54 RPC budget line item at \$1000. Without objection, the amendment to the earlier motion
55 was adopted.
56 The amended motion approving the information card with the suggested changes and its
57 2012-2013 \$1000 budget line item was adopted.
58 Voting in the AFFIRMATIVE: Anderson-Powell, Cornell, Cuddy, Frey, Gabel,
59 M.L. Price, Randall, Rubio, and Saunders.
60 Voting in the NEGATIVE: Britton and Reggie.
61 ABSENT: Mclver.

The meeting summary does not state what the recommendation of the Rescue Prevention Committee is/was, but I understand from a conversation that I had with Meredith Reggie that the Board has approved a budget for REACT to fund the development and distribution of an "information card." This project sounds very similar to work that is being done by the Newf Ambassador Program, for which we had already included money in our budget.

Again, I am confused about the respective roles of and coordination between the REACT, Newf Ambassador, and General Education Committees. In my mind, all of this type of work should be directed by General Education. (You all may recall that the ad hoc Newf Ambassador committee originally recommended that the program be established as a sub-committee of General Education. The Board did not agree and set us up as a separate standing committee.)

At any rate, I have some concern about overlap of activities, and our committee would like some clarification on the role/job description of the General Education Committee. We are unclear where we should be interfacing with them and where we should be off developing materials on our own. We hope you will include this on the next agenda.

Of course we will be happy to provide you with any additional information you need about our activities.

Mary Lou Roberts



Hi All,

First I would like to thank Linda, Dona, Tara and David for joining me today (July 9, 2012) thanks to all for the input and work that was accomplished.

The meeting began at 1:00 and ended approx. at 3:50.

Today we touched on every item listed within the agenda sent out in an email. They are as follows:

1. Reviewing and suggesting some changes on the awards applications.

Dona was kind enough to take notes on the changes and additions, she will be creating a new PDF file so when we submit these to the NCA board they can review it. IF approved we can request to have it put immediately onto the website. When/If this is the case I will let all Jrs. know by personal email and through the Junior site on FB. When Dona has completed making this file, I will forward it onto all the Jr. committee members to review. GOAL: Aug 1.

**** The new file is completed and is attached here for review:**



**NEWFOUNDLAND CLUB OF AMERICA, INC.
NCA Junior Awards**

Name of Junior Handler _____

Name of Dog(s) Showing _____

Owner's of Dog(s) _____

Signature of Junior _____

Signature of Parent/Guardian _____

Eligible Juniors from 10 to 18 years of age, covered by an NCA Junior Membership, and handling a Newfoundland dog. Dogs must be owned by the Junior as per AKC Rules. Record one point for each Junior handler defeated in your class. (Do not include yourself)

Best Junior Handler: Record one point for each handler defeated in all classes. (Do not include yourself)

A 25 point bonus will be awarded for the first handler to qualify for the AKC Classic. (Juniors must have 5 first place wins in an Open Class, with competition present. Juniors must have a grade point average of at least 3.0 or equivalent for the two semesters completed immediately prior to the closing of entries. GPA must be verified by an official school transcript or home school information.)



A 25 point bonus will be awarded for the first Handler to Qualify for Westminster. (Juniors must have placed first in Ten or more Open Classes where there was competition.)

If a Junior receives an invitation to either Westminster or Eukanuba Classic the Junior will earn 200 bonus points

PLEASE NOTE: JUNIORS COMMITTEE WITH PERMISSION FROM NCA BOARD ADDED NEW CATEGORIES AND MADE CHANGES TO POINT AMOUNTS AWARDED.

TITLE: JUNIOR SHOWMANSHIP

Date	Show	Placement	Number Defeated	Bonus Points

TITLE: CONFORMATION

Handling of dogs by the Junior in the Regular Breed Classes can be counted for points as follows:

- | | |
|-----------------------------|---|
| Winners Dog (Bitch) | Record points earned plus 2 Bonus Points. |
| Best of Winners | 3 Bonus Points |
| Major Win | 5 Bonus Points |
| Reserve at a Specialty Show | 2 Bonus Points |
| Best of Opposite | Number Defeated in that Sex |
| Best of Breed | Number Defeated in both Sexes |
| Group 4 | Number Defeated plus 8 Bonus Points |
| Group 3 | Number Defeated plus 12 Bonus Points |
| Group 2 | Number Defeated plus 16 Bonus Points |
| Group 1 | Number Defeated plus 20 Bonus Points |
| Best in Show | Number Defeated plus 30 Bonus Points |
- “The above group placing also apply to brace competition.”

Date	Show	Results	Dogs Defeated	Bonus NCA Points
------	------	---------	---------------	------------------



TITLE: OBEDIENCE, RALLY, AGILITY

Handling of dogs by the Junior in the Obedience Classes can be counted for points as follows:

Each Leg	Number of Points of leg
Companion Dog	25 Points plus points of leg
Companion Dog Excellent	50 Points plus points of leg
Utility Dog	75 Points plus points of leg
Utility Dog Excellent	100 Points plus points of leg
Rally	25 Points plus points of leg
Agility	25 Points plus points of leg

Date	Show	Results	Points earned	Bonus NCA Points

TITLE: WORKING AREA

Handling of dogs by the Junior in Working events can be counted for points as follows:

Water Dog	25 Bonus Points
Water Rescue Dog	50 Bonus Points
Water Dog Excellent	100 Bonus Points
Draft Dog	25 Bonus Points
Team Draft Dog	75 Bonus Points
Versatile Newfoundland	500 Bonus Points
Working Achievement	500 Bonus Points



IF the new areas of Rally, Agility, and Working Events are approved we would then have 4 categories for top awards: Jr. Sportsmanship, Conformation, Obedience, Rally and Agility, Working Events. We would need to add one category to our medallions.

We would like to add a category to the awards: NCA Junior Good Sportsmanship Award.

Criteria/wording is being worked on. Goal: By Aug. 1st. COMPLETED JULY 16th.

**** NEW Award: NCA JUNIOR GOOD SPORTSMANSHIP AWARD.**

Award Description: Recipient is one who has been involved in all types of club and community service. Their participation has heightened awareness of the Newfoundland breed, aided in the advancement of the sport all the while exhibiting a positive role model. This Juniors' volunteerism is done without regards to personal gains or honors.

Criteria: A journal documentation of what type of volunteerism, or level of participation, the date, and a signature of one person in charge of said event, other than their own parent. This journal documentation/volunteerism must be done between the dates of January 1st through December 31st for each year applied for. This journal documentation follows the same procedure as the other award applications, its deadline is the same January 31st.

Recipient: Is the Junior who has accumulated and documented the most amount of volunteered time following the above mentioned rules. These services must relate to working with the Newfoundland breed.

IF this category was approved we would like to award the recipient with a plaque just like the one given to the adult member for Good Sportsmanship.

Our certificates would remain the same as last year. If you need a listing of them I will be glad to provide the list at any time.



2. Discussion on creation of logo. There were ideas exchanged by those attending and Janet's input was also shared. It was the consensus of those in attendance that since the TAG LINE "Show Me the Way", was such a hit and seems to be associated with the Junior movement that it would be logical to use it. The visual to go with that tag line will be a NEW image. Janet, and I will need to speak by phone to discuss further details and wishes.

It will just be easier for me to explain by a phone call rather than try to type it all out. Please call or email me. Goal: By Oct 1.

**** Conversation has taken place, preliminary ideas shared and are in the process of creating a logo. Goal for submission: Oct. 1**

3. Company to make the new medallions. Decision is to use the same company that NCA uses for their medallions. I will get specific information from NCA Board and make contact with company. Goal: No later than Nov 1.

**** Asked for specific information about companies that NCA has done business with in the past for this type of item. Thanks to Mary L Price I have received the names of three companies that I will touch base with and ask for quotes. The NEW logo will be used as the image for these medallions therefore a definite answer about this will need to be done AFTER the submission of new image is accepted by the NCA Board. GOAL: HOPEFULLY Nov. 1**

4. Junior Articles in Newf Tide. David reported that he will touch base and update any information to be used in upcoming articles.

I will send to him the newest updated list of Junior Members as soon as I receive it. Will contact Mary L Cuddy to ask for an update as soon as it is feasible.

Mary Lou has been contacted and will forward as soon as she can. Goal Ongoing.

5. Possibilities of Fund Raising. Discussion ensued about the sensitivity of fund raising. Respecting that there are MANY worthy and needy areas within NCA already that try to bring in extra monies for their causes.

Discussion about useful items to be offered for sale with the NEW JR. LOGO: Examples: Chip clips with a pawprint and logo within it, Post it's, Insulated water tumbler, Pad of note paper with pen.

All items with new logo on it. Possibly the listing of these items on all the websites: NCA, NCA Jrs, Regional clubs. Will source out possibilities and report back to group. Goal Nov. 1

****IF, fundraising for Jrs. is approved. Ask NCA Board ahead of time IF the listing of these items for Jrs. is possible to be placed on these sites.**



6. Activities and Ideas for Juniors during 2013 National.

I reported that as the Co Chair of the Top 20/10 we have incorporated roles for the Juniors to play at this event held on THURS. night Detailed information will be forth coming and all Juniors planning to attend will be asked to participate.

Instead of a conformation clinic, we thought in keeping with some of the new areas of participation we would try something different. We would like to hold a Rally Seminar to be held on TUES. afternoon. Within the AKC packet about Rally it states: "Rally provides a link from the Canine Good Citizen program to obedience or agility competition, both for dogs and handlers. In addition, rally promotes fun and enjoyment for dogs at all levels of competition".

** I contacted Sue Putt from MI. Sue and Henry have their Rally Excellent and I knew she and another Great Lakes member had given a seminar on this in the past. Sue and Henry generously volunteered to be the presenters for this new Jr. Seminar to be held on Tues. afternoon during the National event. Details for hand outs/resources and equipment are being worked on. GOAL: Dec. 1

Everyone thought the passports were a great idea and thought that they should be utilized for another year. Will count how many are left from last year and replenish IF necessary. GOAL: Dec. 1

A pizza party/ice cream bar (HOPEFULLY this will be provided by the club as it was done at the 2012 along with paper products and beverages). Mini golf afterwards will be picked up by the JRs. budget. To be held on WED. night after Top 20/10 judging.

Will need to contact Bavarian Inn and check on the procedure for pizza availability and Ice cream. We will need to solidify the cost as well and report it to the National Committee. A LOCAL mini golf course needs to be sought out and the availability and cost detailed and reported. Possible need for transportation? GOAL: Dec 1.

A slightly different type of Scavenger hunt. To be held on THURS during the day.

We will work on this. It hopefully will add another dimension of interaction by the Jr. member. GOAL: Feb 1.



Ring favors for Juniors participating in Rally seminar (or whatever seminar can be planned) will be drool towels with embroidery saying:

**NCA JUNIOR
SHOW ME THE WAY~2013**

I will contact Sue P. to see what type of cost for this. GOAL: Aug 1.

** Contacted Sue, she has given me a break down of costs. They are as follows:



2013 NCA Jr committee quote (1).txt

We would like to do the 16x27 in LIME GREEN it would be in keeping with our backpacks from last year.

GOAL: Jan. 1

*Janet C and I will donate the GRAND PRIZE again this year of a photo shoot and the use of one chosen photo to be made into a pencil drawing.

** Added prize to be called RESERVE WINNERS: A second photo session with me and a 11X14 enlargement of one of the images taken.

GOAL: Completed.

I think that about summarizes the meeting. More details forth coming.
Thanks everyone.

Cissy

Website Report June-July 2012

Current Status:

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

In June 589 and in July 675 visitors to newfdogclub.org were redirected to ncanews.org. This total is consistently dropping showing that most links to the main NCA site are being updated

NCANews.org –

Statistics for NCANews.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
June 2012	9302	14170	47036	270713	19.32 GB
July 2012	9652	14516	49436	297809	20.38 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 – 666
- Facebook NCA Page – 163
- CNC Rescue – 206
- AKC Breeder Info – 177

Recent Action Items have included:

- Updated pages as content received – committees, minutes, summaries, agendas, etc.
- Updated Breeder's List renewals and Working Dog judges information
- Assigned increased security passwords to all NCA email accounts
- Updated all working dog forms to reflect changes in regs and reloaded on site



AddThis Analytics showed 36 shares, 45 clicks and a 125% viral lift. 84% of shares occur on Facebook. Most popular shares in June and July were Crate Training and Bathing articles from Newf Know How.

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
June 2012	364	581	5293	7964	88.46 MB
July 2012	398	804	4903	6821	83.07 MB

NCCharities.org –

Statistics for NCCharities.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
June 2012	426	563	1084	6056	144.85 MB
July 2012	452	630	1479	7602	183.99 MB

EBay MissionFish™ Summary - Current Status – \$1308.35 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 \$299.25. 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 791



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 2592 Newfs entered in the survey- reflecting 5.6% of all Newfs alive during the survey period.

Newfbooks.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
June 2012	277	410	545	1182	9.50 MB
July 2012	349	729	979	1890	13.52 MB

<u>Amazon.com Statistics 6/1-7/31</u>	Items Shipped	Revenue	Referral Fees
Total Amazon.com Items Shipped	1	\$12.03	\$0.48
Total Third Party Items Shipped	1	\$5.50	\$0.22
Total Items Shipped	2	\$17.53	\$0.70
Total Items Returned	0	0	0
Total Refunds	0	0	0
Total Referral Fees	2	\$17.53	\$0.70

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
June 2012	3120	3708	6315	112444	4.89 GB
July 2012	3861	4626	8670	147970	6.52 GB

Action Items: • Updated contacts and info as needed

- Ran Website Audit- updated broken/outdated links 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



March 2012	1803	2827	5640	35122	1.45 GB
April 2012	2609	4042	8613	65663	2.42 GB
May 2012	2373	4032	7763	59633	2.03 GB
June 2012	759	1028	1952	10112	371.83 MB
July 2012	613	1034	1997	8274	277.18 MB

Action Items:

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
June 2012	2674	3261	5250	39368	1.9 GB
July 2012	2553	3222	5439	39003	1.14 GB

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
June 2012	362	518	775	3725	120.16 MB
July 2012	609	758	1211	7141	177.82 MB

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

- 426 total downloads of Newf and You in June-July

Google AdWords Information: 6/1/12-7/30/12

Clicks	Impr.	CTR	Avg. CPC	Cost
415	35959	1.15%	\$0.23	\$95.50



Electronic Newsletter/Survey Report June- July 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
Issue 6.12	2652	3.4% (90)	42.9% (1097)	32.5% (357)	0.5% (5)
Leg. Alert	2656	3.2% (86)	42.8% (1100)	12.5% (137)	0
Issue 7.12	2660	3.6% (96)	41% (1051)	34.5% (363)	0.4% (4)
Industry Average		5.9%	20.0%	12.3%	

Contact List:

Contacts as of 5/30/12 – 2642

new – 19

Removed - 0

Do Not Mail – 10

Growth - 9

Total Contacts – 5/31/12 – 2651

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 June-July 2012

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

Newfoundland Club of America – 4010 (8/1/12) 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 (8/1/12) 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 – 428 (7/31/12) fans – administered by the NCA Juniors Committee - highlights juniors news and info.

Article Marketing Report June-July 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	54	65	1	12/27/11	12/27/11



Feature Newfoundlands					
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



VIII. Reports of Special (Ad-hoc) Committee

Ad hoc Policy Manual

COMMITTEE GUIDELINES AND POLICIES

Certificates of Appreciation

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

Committee Appointments

- All committee applications should be directed to the second vice president.

Committee Assignments / Proposals

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

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.

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 whoever is charged with providing printed copies of each document.
- Forward to the Board, via the 2nd Vice President, copies of all contracts binding the NCA and create a current and historical file of these contracts to be held by the President and the Treasurer

Committee Account Numbers / Passwords

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

Committee Expenses

- Reimbursement for committee expenses will be contingent upon the Chair submitting a budget.
- Committee Chair is required to approve invoices for expenditures for his/her committee before forwarding bills to Treasurer for payment
- Committee Chairs to submit year-end financial reports to Recording Secretary with annual reports.
- Committee expenditures beyond adopted budgets must be approved by Board before being allocated.
- Cost of duplicating and collating materials for Board review to be borne by



committees submitting 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 as soon as they are set.
- Annual committee reports will be printed in *Newf Tide*.

Communication:

- 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
- Approval to set up an electronic mail distribution list to facilitate communicating NCA business to committees
- 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 sent out.
- An article will be written and published annually in *Newf Tide* dealing with the committee structure of the NCA so that the membership might be enabled to participate in the process as fully as each wishes.

Miscellaneous

- Committee chairperson(s) will receive a tentative National Specialty schedule nine months prior to the specialty show for review for possible conflicts and any conflicts be resolve 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 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.

Teleconferences

- All committees are required to hold teleconference meetings of their committees at least quarterly. There must be a quorum of said committee. All committee actions must result from a teleconference or face-to-face meeting with a quorum of said committee
- Committee teleconferences must first receive express permission of the President.



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Newfoundland Club of America, Inc
Board of Directors
19 July 2012



Regular Monthly Meeting
Agenda & Packet
Page 38 of 38