

**NCA BOARD OF DIRECTORS  
FACE-TO-FACE MEETING  
Comfort Suites O'Hare  
4200 N River Rd, Schiller Park, IL.  
November 3-5, 2006**

<b><u>APPROVAL OF MINUTES</u></b> .....	2
<b><u>PRESIDENT'S REPORT (Roger Frey)</u></b> .....	2
<b><u>1<sup>st</sup> VICE PRESIDENT'S REPORT (Sandee Lovett)</u></b> .....	2
<b><u>CORRESPONDING SECRETARY'S REPORT (Jacqueline K. Brellochs)</u></b> .....	2
<b><u>2<sup>ND</sup> VICE PRESIDENT'S REPORT (Mary Lou Roberts)</u></b> .....	3
<b><u>TREASURER'S REPORT (Mary L. Price)</u></b> .....	3
<b><u>AKC DELEGATE'S REPORT (Mary W. Price)</u></b> .....	3
<b><u>EXECUTIVE SESSION</u></b> .....	4
<b><u>SATURDAY, NOVEMBER 4, 2006</u></b> .....	4
<b><u>COMMITTEE REPORTS (Mary Lou Roberts)</u></b> .....	5
AKC Task Force .....	5
Breeders Education Committee (BEC), Kathy McIver, Chair .....	6
Health & Longevity Committee (H&L) Tracy Warncke & Pam Rubio, Co-Chairs .....	6
Internet Committee – Whelping Box .....	7
Constitution and By-Laws Committee (CBL) .....	8
<b><u>EXECUTIVE SESSION</u></b> .....	9
<b><u>SUNDAY, NOVEMBER 5, 2006</u></b> .....	9
<b><u>MEETING OF THE BOARD OF DIRECTORS OF THE NCA.</u></b> .....	9
<b><u>COMMITTEE REPORTS</u></b> .....	10
Internet Committee – Mary Lou Zimmerman .....	10
NEWF TIDE POLICY COMMITTEE (NTPC) Aura Dean .....	10
Regional Liaison (Kathy McIver) .....	11
2006 National Specialty Report – Mary L. Price .....	11
<b><u>OLD BUSINESS</u></b> .....	12
<b><u>NEW BUSINESS</u></b> .....	12
Report on New-Pen-Del Fun Day – Mary Lou Roberts .....	12
<b><u>ADJOURNMENT</u></b> .....	13

President Roger Frey called the meeting to order at 8:30 p.m. Central Standard Time on November 3, 2006. Present were the NCA Board of Directors: Jan S. Boggio (JSB), Jacqueline K. Brellochs (JKB), Aura Dean (AD), Roger Frey (RF), Kevin Gallagher (KG), Sandee Lovett (SL), Kathy McIver (KM), Mary L. Price (MLP), Meredith Reggie (MR), Mary Lou Roberts (MLR), Pam Rubio (PM), Cathy L Sands (CLS), and Mary W, Price, AKC Delegate, *ex officio*.

### **APPROVAL OF MINUTES**

Pam Rubio moved and Aura Dean seconded that the minutes of the September 21-October 3, 2006 teleconferences be approved as amended.

### **PRESIDENT'S REPORT (Roger Frey)**

Roger Frey thanked everyone for attending and making the sacrifices necessary to be present. "I know that is part of what is expected of us as Board members, and that it is our assumed responsibility to be here. All that being said, it doesn't make it any easier and I appreciate the effort that all of you have made to be here.

### **1<sup>st</sup> VICE PRESIDENT'S REPORT (Sandee Lovett)**

Report on Charitable Trust Management Board (CTMB) will be delayed until Clyde Dunphy joins the meeting later in the weekend.

### **CORRESPONDING SECRETARY'S REPORT (Jacqueline K. Brellochs)**

The Secretary reported on correspondence received and answered.  
Correspondence included:

- A letter was received from the AKC requesting the NCA designate a representative in the New York City area to be available to conduct brief telephone and/or TV interviews with the media.
- A letter was received from the Clumber Spaniel Club regarding the AKC's Online Breeder Classifieds. This was moved to Old Business.
- An email was received from a ballot tabulating service in Connecticut. Jacqueline showed it to Jack Witt, chair of the Constitution and by-Laws Committee, who said they too had a copy. (This relates to C+BL proposal to have election ballots counted by an outside firm)
- An email request to link to our Breeders List (which was denied).
- Letters were received regarding the National Animal Interest Alliance (NAIA) Foundation and the NAIA Trust for the protection of Animals and Animal Owners requesting donations.
- A letter was received from AKC asking that the NCA delegate representatives to conduct brief phone interviews with the media and have dogs available for TV interviews in the New York City area. The Board decided by consensus to request that Kathy Griffith (Publicity Chair), David & Peggy Helming, Betty McDonnell, Sandee Lovett and Roger Frey take on this task. Sandee Lovett and Roger Frey agreed to help with this project. The Corresponding Secretary was charged with

contacting David and Peggy Helming and Betty McDonnell with request to take on this task.

MOTION: Meredith Reggie moved and Pam Rubio seconded to move discussion of the NAIA letter to Old Business. The motion passed unanimously.

**2<sup>ND</sup> VICE PRESIDENT'S REPORT (Mary Lou Roberts)**

Proposed re-alignment of Committees.

MOTION: Meredith Reggie moved and Aura Dean seconded to move the proposed re-alignment of committees to Old Business. The motion passed unanimously.

**RECORDING SECRETARY'S REPORT (Cathy L. Sands)**

Election: The Secretary reported that she had received 2 petitions to run for the Board of Directors. She also reported that all the candidates had submitted the required biographies and statements.

**TREASURER'S REPORT (Mary L. Price)**

The Treasurers Report was accepted as presented.

NCA Operations

Checking Account	6,924.87	
Savings Account	43,833.20	
CDs	<u>253,972.00</u>	
	304,730.07	304,730.07

Reserve for "Distinguished Member" expenses      4,687.22

Uniform Trophy Fund

    Money Market Account      15,148.06

319,878.13

**AKC DELEGATE'S REPORT (Mary W. Price)**

- An email was presented from Jim Crowley of the AKC regarding the cancellation of the Petland contract.
- A copy of the Inside Out column from the Dog News regarding the Petland contact was handed out.
- Three press releases from AKC were received as follows:

NCA Board of Directors  
Fall Face-to-Face Meeting  
November 3-5, 2006  
Approved 12.21.06  
Page 3 of 13

- 1) October Chairman's Report regarding the AKC/USA World Agility Team.
- 2) Announcement of full litter registration application process. (form is located on AKC website at: <http://www.akc.org/pdfs/masterform.cfm> ).
- 3) Lifetime Achievement Awards
  - a. Conformation – Jane Kamp Forsyth
  - b. Companion Events – Marian Mason Hodesson
  - c. Performance – Kenneth A. Marden
  - d. A Memorandum from AKC regarding the New Titles of Record Subscriptions available to Parent Clubs.

### **EXECUTIVE SESSION**

Aura Dean moved and Kevin Gallagher seconded to go into Executive Session at 10:07 p.m. The Board recessed at 11:10 p.m., remaining in Executive Session.

### **SATURDAY, NOVEMBER 4, 2006**

The Board re-convened on Saturday, November 4, 2006 at 8:40 a.m. Central Standard Time. The Board remained in Executive Session.

At 10:15 a.m. the Board came out of Executive Session.

While in Executive Session the Board voted to award Honorary Membership to Jane Thibault.

The Board noted that the deadline for Award nominations had been incorrectly published in *Newf Tide* as October 15 rather than October 1. Therefore, for this year, the Board considered all nominations submitted prior to October 15.

While in Executive Session the Board chose recipients for the Isabel Kurth Award, the Heroic Dog Award, and the Good Sportsmanship Award.

While in Executive Session Joan Greenwald was appointed to the Working Dog Achievement Committee.

While in Executive Session the Board appointed the following to the NCA Nominating Committee: Andre Lapeyre (Chair), Beckie Stanevich, Dwight Gorsuch, Roger Powell. Alternates are Jocelyn Hawley and Barbara Hearn.

On November 4, 2006, while in Executive Session, the Board of Directors of The Newfoundland Club of America entertained jurisdiction on a properly filed complaint by an NCA member against an individual who was an NCA member at the time the alleged charges were filed. The defendant did not renew membership for the 2006-2007 year. Said former member was duly served, but did not appear.

The Board unanimously (one recusal) sustained the charges that the individual's actions were prejudicial to the best interest of the Club or the Breed and for failure to abide by the Constitution and By-Laws of the Club as follows:

Failure to follow AKC rules applicable to activities in which they engage.

- To be familiar with AKC rules applicable to litter registration.
- To represent accurately the health history and breeding records of the dog (registering a dog to wrong parent; forging signature of co-owner)
- Refusal to comply with the terms of a written contract involving a Newfoundland without showing just cause (breeding a dog contrary to written contract).
- Refusal to complete the chain of AKC registration without showing just cause (failure to give registration papers to co-owner).
- Refusal to honor guarantees and agreements made in writing without showing just cause (breeding a dog contrary to contract and refusing to honor terms of return of dog).

The Board directed that the letter received from the Newfoundland Dog Club of Canada be published as an attachment to these minutes in *Newf Tide*.

Because the charges were sustained, the Board directed the treasurer to return the \$100 filing fee to the complainant.

The Board recessed at 10:16 for a 10 minute break. The board re-convened at 10:25 a.m. Guests present were Tamzin Rosenwasser, Barbara Hearn, Carol Thonn, Cissy Sullivan, Claire Hernandez, Linda Larsen, and Patricia Helosa (from Spain). Roger Frey thanked the members of North Central Newfoundland Club for their hospitality and gift packets to the Board.

## **COMMITTEE REPORTS** (Mary Lou Roberts)

### AKC Task Force

The Board reviewed 3 letters received from the NCA's AKC Task Force: 1) Thank you letter to the AKC Board of Directors regarding the cancellation of the contract with Petland, 2) Letter to the AKC Delegates Body, and 3) Letter to the AKC Parent Club Committee. It was determined that the letters needed to be revised and re-submitted.

**MOTION:** Mary Lou Roberts moved and Kathy McIver seconded that only the first two paragraphs of the thank you letter to the AKC regarding the canceling the contract with Petland (first letter) drafted by the AKC Task Force should be used for an initial letter to the AKC Board. The motion was defeated 4 yes (Mary L. Price, Kathy McIver, Pam Rubio, Mary Lou Roberts) 8 no (Jan Boggio, Jacqueline Brellochs, Aura Dean, Roger Frey, Kevin Gallagher, Sandee Lovett, Meredith Reggie, Cathy Sands).

It was agreed by consensus that Jacqueline Brellochs will prepare a letter using only the first paragraph of the letter submitted by the AKC Task Force as follows: "The parent club of and for the Newfoundland breed supports your recent rescinding of the contract with Petland. What is especially pertinent is this is an indication to us the AKC can and will listen to its member clubs. We thank you for listening and reacting positively for the wishes of the Dog Fancy as a whole." Jacqueline Brellochs, NCA Corresponding Secretary, and Mary W. Price, as the AKC Delegate, will sign the letter.

MOTION: Mary Lou Roberts moved and Kathy McIver seconded to send the Board's comments and ideas back to the Task Force Committee via Sandee Lovett. The letters need to reflect the Committee's charge: "To work with the AKC to find ways for the AKC to remain a viable organization without selling out the interests of pure-bred dogs." The motion passed unanimously.

#### Breeders Education Committee (BEC), Kathy McIver, Chair

Kathy McIver reported that the BEC, the Judges Education Committee, Health & Longevity Committee, and the General Education Committee plan to meet via teleconference in mid-November. They hope to better consolidate their resources and avoid duplication of efforts.

#### Health & Longevity Committee (H&L) Tracy Warncke & Pam Rubio, Co-Chairs

The H&L Committee recommends that, whenever possible, any health program established by the Newfoundland Club of America (NCA) will be open to all purebred Newfoundlands provided the program is free of charge to the NCA. H&L proposals using NCA funds must include a specific plan detailing whether non-NCA dogs and dogs of other breeds may participate. If so, criteria for their participation must be included.

The above proposal is intended to:

- 1) Allow all purebred Newfoundlands to participate in future health programs/discounts established by the NCA provided there are no NCA funds involved.
- 2) In the case where NCA funds are involved it is the intention of these policies to ensure that when the H&L Committee is developing proposals, priority be given to NCA member Newfoundlands while at the same time allowing for adequate participation to ensure that the program will be viable.

MOTION: Jacqueline Brellochs moved and Kathy McIver seconded to accept the H&L Committee's recommendation. The motion passed unanimously.

H&L also recommended that a listing or link to upcoming health clinics be added to each issue of *Newf Tide*, the NCA website, and sent out to all regional clubs. The listing is published in the 4<sup>th</sup> Quarter *Newf Tide*. There was discussion of space issues in future issues of *Newf Tide*.

The Board approved by consensus that Pam Rubio and Tracy Warncke should place information about how to find out about health clinics on Newf-L, Newf-Tech and the NCA list.

The use of email to notify NCA members of important events and news will be added to the agenda for the December 21, 2006 teleconference.

#### Internet Committee – Whelping Box

The Board discussed the concept of having both the automated response and active whelping box ideas on the website. The active approach connects the puppy buyer immediately with names of NCA breeders who have litters. The automated approach reaches not only NCA Breeders List breeders, but Rescue and regional clubs as well. The automated approach connects the puppy buyer to many resources other than just breeders.

MOTION: Aura Dean moved and Mary L. Price seconded that the Whelping Box list litters of puppies already born, including litters bred by breeders on the Breeders List. Older dogs can also be found listed in The Whelping Box.

Requirements for listing a litter or older dog:

1. The puppies must be already whelped.
2. The listing will remain for two months or unless the breeder asks to have it removed earlier.
3. The breeder or co-breeder of record must be an NCA member.
4. The fee for each listing is \$25 unless the breeder is on the Breeders List in which case there shall be no charge.
5. The following must be included in each listing: Number, sex, and color of puppies; Sire and Dam; Date of Birth; All pertinent health clearances and titles of parents.
6. Listings will be by state.

Breeder Referral Committee will collect listings and monies. The motion passed unanimously.

MOTION: Aura Dean moved and Meredith Reggie seconded that the AKC Breeder Referral job description be expanded to include collecting information and monies for the on-line Whelping Box and be charged with forwarding the information to the NCA webmaster. The webmaster may choose to have Breeder Referral Committee do the posting to the website. The motion passed unanimously.

MOTION: Mary Lou Roberts moved and Aura Dean moved that the NCA Breeders List Chair (Candace McMahon) shall inform NCA breeders, regional clubs, and members regarding the start-up of the on-line Whelping Box. The motion passed unanimously.

MOTION: Mary Lou Roberts moved and Meredith Reggie seconded that the AKC Breeder Referral Committee name be changed to Breeder Referral. The motion passed unanimously.

MOTION: Kathy McIver moved and Jan Boggio seconded to accept the concept of automated response for the on-line Whelping Box. The motion passed unanimously.

Meredith Reggie and Pam Rubio will write an article for *Newf Tide* announcing and explaining the on-line Whelping Box program. They will also work with Candice McMahon (NCA Breeders List Chair), Mary Lou Zimmerman (Internet Chair), and Naomi Young Meyer (Breeder Referral Chair) to get the program started.

At 12:25 p.m. the Board recessed for lunch.

#### Constitution and By-Laws Committee (CBL)

The Board reconvened at 1:04 p.m. Present were four members of the Constitution and By-Laws (CBL) Committee: Jack Witt, Fred Bock, Steve Britton, and Pat Randall. The following guests from the morning session also returned: Tamzin Rosenwasser, Barbara Hearn, Carol Thonn, Cissy Sullivan, Claire Hernandez, Linda Larsen, and Patricia Helosa

Tamzin Rosenwasser read a letter she had written to the Board regarding the senior memberships currently provided, stating that this provision is in conflict with the NCA's Constitution and By-Laws which only allow for Regular, Junior and Honorary memberships.

There was discussion regarding the following items:

Article I, Section 1: Types of Membership

Article II, Sections 5 and 6: Mail Meetings of the Board

Article III, Section 3 (termination of a Board member)

Article VI, Discipline

Use of petition to force a mail meeting of the membership

Use of Roberts Rules of Order Newly Revised

Restructuring of membership application process

It was agreed that all proposed changes submitted by CBL Committee will be summarized and sent to the NCA membership for input.

At 3:55 p.m. Fred Bock left the meeting

The Board recessed at 5 p.m.

The Board reconvened at 8:05 p.m.



The Board appreciates all the hard work that CBL Committee has done on behalf of the NCA. We also appreciate its members taking the time to present potential changes and rationale to the Board and helping the Board to understand all the implications of the current documents as well as the needed changes.

9:45 p.m. The Board recessed for 10 minutes. Jan Boggio left the meeting.

9:55 p.m. The Board reconvened. Jan Boggio and Mary Lou Roberts were absent.

### **EXECUTIVE SESSION**

MOTION: At 9:56 p.m. Aura Dean moved and Kathy McIver seconded to go into Executive Session. The motion passed.

While in Executive Session the Board approved for publication the applicants list dated November 4, 2006.

Jan Boggio returned to the meeting at 10:00 p.m. via telecom.

Mary Lou Roberts returned to the meeting at 10:02 p.m.

The Board adjourned at 11:05 p.m., remaining in Executive Session.

### **SUNDAY, NOVEMBER 5, 2006**

The Board reconvened on Sunday, November 5, 2006 at 8:38 a.m. Central Daylight Time. The Board remained in Executive Session. At 8:50 a.m. the Board came out of Executive Session.

While in Executive Session the Board reviewed a letter from the Working Dog Committee (WDC) regarding charges filed against an NCA member at a water test. The Board found the charges valid and the WDC hearing procedures to be correct. Letters will be sent to the WDC and the individual against whom the charges were filed regarding disciplinary procedures.

Guests Tamzin Rosenwasser and Barbara Hearn joined the meeting at 8:50 a.m. Clyde Dunphy, Chairperson for the Charitable Trust, also joined the meeting at 8:50 a.m.

MOTION: Aura Dean moved and Kathy McIver seconded to adjourn the meeting of the NCA Board and go into a meeting of the Charitable Trust at 8:55 a.m. The motion passed unanimously.

### **MEETING OF THE BOARD OF DIRECTORS OF THE NCA.**

Roger Frey, President, reconvened the meeting of the NCA Board of Directors at 10:11 a.m.

The NCA Board thanked Clyde for his report.

MOTION: Jan Boggio moved and Kathy McIver seconded that the CTMB Chair be allowed to use the NCA member email list for the Danny Quest Project one time only. Fifty percent of the proceeds from these sales go to the Health Challenge. The motion passed unanimously.

A policy will be formulated by the NCA Board regarding further use of the email list. Mary Lou Roberts will ask the Technical Resources Committee to address the technical issues regarding such email distributions and make a recommendation to the Board.

## **COMMITTEE REPORTS**

### Internet Committee – Mary Lou Zimmerman

MOTION: Kevin Gallagher moved and Pam Rubio seconded that the Board accept the Internet Committee's proposal that, 1. Each committee chair should have an electronic file of all documents pertaining to the work of their committee  
2. 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. The motion passed unanimously.

Aura Dean agreed to see that the CDs containing information from prior issues of *Newf Tide* are sent to the Internet Committee.

MOTION: Kevin Gallagher moved and Kathy McIver seconded that four additional copies of these CDs containing back issues of *Newf Tide* be made. The five copies would go to the Recording Secretary, *Newf Tide* Policy Committee, Technical Resources Committee, the NCA Historian, and the Internet Committee. The motion passed unanimously.

### JUDGES EDUCATION COMMITTEE (JEC)

The JEC CD-ROM still cannot be approved because we have not yet received notification and voting records showing that it has been approved by the full committee.

At 10:36 Meredith Reggie recused herself and left the meeting.

### NEWF TIDE POLICY COMMITTEE (NTPC) Aura Dean

Aura Dean reported on the status of the 4<sup>th</sup> quarter issue, the Membership Directory, the National Packet and the Annual which will supplement this issue. Because of the weight of this mailing, she requested Board direction on the use of tyvek envelopes. She further reported on the number of bid requests received and that the NTPC had developed forms to be used to evaluate bids. The forms will be forward to the Board for their use in the evaluation process.

MOTION: Mary Lou Roberts moved and Cathy Sands seconded that the Board authorize use of tyvek envelopes for the 4<sup>th</sup> Quarter 2006 issue of *Newf Tide*. The motion passed 10 yes and 1 absent (Maredith Reggie, recused) and 1 abstained, (Jan Boggio).

The Board directed that an insert be placed in this issue of *Newf Tide* alerting the membership to the change in the editor.

Jan Boggio will continue to receive all items for *Newf Tide* until a new editor is in place. The Board thanks Jan for her willingness to help with the transition period.

At 11:24 the Board recessed for lunch. The Board reconvened at 12:30. Maredith Reggie rejoined the meeting.

MOTION: Aura Dean moved and Kevin Gallagher seconded that old copies of *Newf Tide* be sent to the regional clubs for their use. The motion passed unanimously.

#### Regional Liaison (Kathy McIver)

A new regional club is forming called the CalNeva Newfoundland Club. It would service central California and Nevada

#### 2006 National Specialty Report – Mary L. Price

The financial report for the 2006 National Specialty was presented by Mary L. Price. The Board discussed the fact that the host club has not asked for any of the allowed reimbursements. In response to questions, Mary L. Price said these total about \$900.00. National Specialty chairs should present proposed budgets to the Specialties Committee's Finance Chair early in the planning.

There was discussion about the need for a better reporting method that would help future host clubs determine expenses.

There was discussion regarding the host club having the impression that NCA required the side tenting for spectators. The 2006 National Specialty chair said such tenting was not in her budget. Discussion included mention that Colonial had made over \$32,000 at their 1999 National. The Board had authorized additional spending to get the Specialty packet to the membership in early December due to the early dates for the 2006 National and the mail delivery problems with *Newf Tide*.

There was discussion regarding whether or not reimbursing costs would set a precedent. It was decided that this payment, if made, would be a one-time thing because of the communication problems surrounding the tenting.

MOTION: Jan Boggio moved and Kevin Gallagher seconded to pay one-half of the cost of the spectator tenting which would be \$1750. The motion passed 7 yes (Jan Boggio,

Aura Dean, Roger Frey, Kevin Gallagher, Meredith Reggie, Pam Rubio, Cathy Sands) and 5 no (Jacqueline Brellochs, Sandee Lovett, Mary L. Price, Kathy McIver, Mary Lou Roberts).

The Board was encouraged to continue to submit suggestions to the Specialty Show Committee regarding changes to the Specialty Show format and location.

It was noted that a fully revised version of the Specialty Show Guide will not be available for review until the 2007 National Specialty. There was discussion regarding the amount of time and effort involved in producing the Guide.

## **OLD BUSINESS**

MOTION: Sandee Lovett moved and Meredith Reggie seconded that NCA donate \$500 to the National Animal Interest Alliance (NAIA) and \$500 to the NAIA Trust for the Protection of Animals and Animal Owners (NAIA Trust). Jacqueline Brellochs moved and Pam Rubio seconded to amend the motion to donate \$750 to each entity. The amended motion passed 7 yes (Jacqueline Brellochs, Roger Frey, Sandee Lovett, Mary L. Price, Meredith Reggie, Pam Rubio, Cathy Sands) 2 no (Jan Boggio, Aura Dean), 3 abstain (Kevin Gallagher, Kathy McIver, Mary Lou Roberts).

## **NEW BUSINESS**

### Report on New-Pen-Del Fun Day – Mary Lou Roberts

Mary Lou Roberts had an NCA information booth for the NPD fun day on October 21. She did a series of handouts which were well received by those attending, and she encouraged other Board members to participate in local fun days and other regional club events to explain to attendees what the NCA is and what it offers to members.

MOTION: Kathy McIver moved and Pam Rubio seconded that the handouts used at the NPD Fun Day be approved for educational use. The motion passed unanimously.

MOTION: Kathy McIver moved and Sandee Lovett seconded that Regional Club columns be reinstated in *Newf Tide*. *Newf Tide* Policy Committee shall define the submission criteria with input from the Treasurer and Finance Committee. The motion passed with 2 recusals (Jan Boggio and Meredith Reggie).

MOTION: Kathy McIver moved and Jacqueline Brellochs seconded that candidates seeking election to the NCA Board of Directors will be directed to write a personal profile and also an election statement on any matter(s) pertaining to the NCA, the Newfoundland breed, or purebred dogs. This will be limited to 800 words or less. This policy will begin with the 2008 election. It is strongly suggested that candidates use at least 200 words in their profile. The motion passed unanimously.

MOTION: Jacqueline Brellochs moved that NCA provide "complimentary" membership to seniors of long-standing (e.g. 25 years) who are in "reduced circumstances". The motion was ruled out of order.

MOTION: Meredith Reggie moved and Kevin Gallagher seconded that all unfinished business shall be listed in the minutes and the agenda of each meeting. The motion passed unanimously.

MOTION: Mary Lou Roberts moved and Jacqueline Brellochs seconded that the Board enact the following policy: "Whenever possible, NCA Committee chairmanships will be rotated at least every five years." The motion failed 3 yes (Jacqueline Brellochs, Pam Rubio, Mary Lou Roberts), 7 no (Jan Boggio, Aura Dean, Roger Frey, Kevin Gallagher, Sandee Lovett, Mary L. Price, Cathy Sands), 2 abstentions (Kathy McIver, Meredith Reggie).

### **ADJOURNMENT**

Because several members had to leave for the airport, upon motion duly made the Board voted to adjourn the meeting at 2:25 p.m.

The remaining agenda items will be addressed at the Board teleconference on November 16, 2006 at 8:00 p.m. Eastern Standard Time.

Respectfully submitted,

Cathy Sands  
NCA Recording Secretary