

**NCA Board of Directors
Minutes of the March 20, 2014 Teleconference Meeting
(Approved May 15, 2014)**

Pam Saunders, President, called the meeting to order at 8:06 p.m. Eastern time. The following directors were present: Lynne Anderson-Powell (LA), John Cornell (JC), Mary Lou Cuddy (MLC), Roger Frey (RF), Sandy Gabel (SG), Steve McAdams (SM), Mary L. Price (MLP), Pat Randall (PKR), Meredith Reggie (MR), Pam Rubio (PR), Pam Saunders (PS) and Donna Thibault (DT). David Helming, AKC delegate, *ex-officio* was present. Sue Marino, Board member-elect was present.

Report of the AKC Delegate

David Helming, AKC Delegate, reported that he had attended the March 11, 2014 AKC Delegates Meeting. He informed the Board that James Dok, Charles Garvin and Ron Menaker were elected to the Class of 2018 for the AKC Board of Directors. Alan Kalter was re-elected AKC Board Chairman and Charles Garvin was elected as Vice Chairman. David summarized the AKC Chairman's report which highlighted the continuing public relations push, increases in CGC participation, allowing very small dog shows to hold two shows in one day and increases in competition entries. An AKC Breeder Support Group will be working with parent clubs to reward breeders who perform health testing as recommended by their parent club.

The AKC financial picture was generally positive for 2013 and it was hoped that the same trends will continue in 2014. Nearly \$500,000 has been pledged for the AKC Disaster Relief Trailers. Five trailers are now in service with five more in the process of being completed.

Presentations were given from three all-breed clubs on increasing participation from both exhibitors and the public. Chris Walker, AKC Vice President of Marketing & Public Relations offered a kit of information which is available to clubs seeking advice on promoting their shows.

Carl Ashby, Chairman of the AKC Political Action Committee (PAC) announced that the second Club President's Challenge will be kicked off in April. The first successful challenge was held in 2012 and \$ 44,000 was raised. The goal for the 2014 campaign is \$ 75,000. He commented that in 2013, 90% of the candidates that AKC PAC supported were successful in their elections. In response to this report, some NCA Board members questioned whether donations given through the NCA would affect the NCA's 501(c)4 status and if this should be checked.

Approval of Minutes

The Board considered the minutes of January 16, 2014.

Pam Rubio moved and Lynne Anderson-Powell seconded that the Board approve the minutes of the February 20, 2014 meeting as amended. Without objection, the motion passed.

Report of the President

Pam Saunders, President, reported that she had procured the services of Mary Ellen Bittner, a parliamentarian, for the Annual Membership meeting at the cost of \$500.00.

Report of the 1st Vice President

Pat Randall, 1st Vice President, had no report at this time.

Report of the 2nd Vice President

Lynne Anderson-Powell, 2nd Vice President, reported that she had requested the committees to submit their budget requests for the next fiscal year.

Report of the Recording Secretary

Mary Lou Cuddy, NCA Recording Secretary, reported that she had prepared the minutes of the February 20, 2014 meeting and the agenda packet for the March 20, 2014 meeting. She reported the Board had approved the February membership applicants and the Honorary Membership for Dr. Ulreh Mostosky.

There was a brief discussion concerning the recognition of Dr. Mostosky at the Annual Membership meeting. It was agreed that a framed certificate and a card signed by Board members would be sent to him after the meeting.

Report of the Corresponding Secretary

Pam Rubio, Corresponding Secretary, reported that she had forwarded correspondence to the appropriate committees and had reported back to the AKC the number of certificates needed for the Crufts invitations. It was agreed that Pam Saunders would print the certificates.

Report of the Treasurer

Mary L. Price, Treasurer, reported the following balances: checking account: \$13,367.91; savings account: \$71,245.21 and invested in CDs: \$108,720.64. The Juniors Fund account balance is \$2,680.64. The Uniform Trophy Fund account balance is \$12,683.11 for a total of \$208,697.51 for NCA operations.

Mary reported that Kathy Paxton, 2014 Show Chair, was able to have the hotel's phone line access fee waived. The Board will be responsible for food and audio visual items. The new reception which will follow the Best of Breed judging will be \$2,494.80.

Roger Frey moved and Pam Rubio seconded that the Board approve the payment for the new reception to be held following Best of Breed judging at the National Specialty in the amount of \$2,494.80. Without objection, the motion passed.

Committee Reports

Digital Distribution Committee

The Board considered the request from the Digital Distribution Committee to use Constant Contact to distribute the National Specialty daily newsletter.

Donna Thibault moved and John Cornell seconded that the Board approve the Digital Distribution Committee's request to use Constant Contact to send out the Daily News at the 2014 National Specialty. Without objection, the motion passed.

Executive Session

At 8:30 p.m., John Cornell moved and Lynne Anderson-Powell seconded that the Board go into executive session. Without objection, the motion passed.

At 9:15 p.m., Pam Rubio moved and Lynne Anderson-Powell seconded that the Board come out of executive session. Without objection, the motion passed.

While in executive session, the Board discussed concerns with a regional club and the procedures used by the club for a disciplinary hearing.

April 17, 2014 Teleconference

Donna Thibault moved and Lynne Anderson-Powell that the Board will not hold the scheduled April 17, 2014 meeting due to the face-to-face meeting being held ten days earlier. Without objection, the motion passed.

It was agreed that the Recording Secretary will make the arrangements and conduct the Annual Membership Meeting sign-in.

Membership Renewal Form

The Board considered the proposed membership renewal form. There was a brief discussion of the Canadian/Mexican *Newf Tide* subscription price.

Roger Frey moved and Pam Rubio seconded that the Board approve the membership renewal form as amended. Without objection, the motion passed.

Adjournment

At 9:30 p.m., Lynne Anderson-Powell moved and Roger Frey seconded that the meeting be adjourned until 2:00 p.m., Sunday, April 6, 2014 at the 2014 National Specialty. Without objection, the motion passed.

**NCA Face-to-Face Meeting
Lancaster Host Resort and Conference Center
Lancaster, Pennsylvania
April 6, 2014**

Due to difficulties with the phone line and the teleconference provider, the Board meeting was delayed until 2:45 p.m. Roger Frey and Sandy Gabel were unable to consistently remain on the line due to these difficulties.

Pam Saunders, President, called the meeting to order at 2:42 p.m. Eastern time. The following directors were present: Lynne Anderson-Powell (LA), John Cornell (JC), Mary Lou Cuddy (MLC), Steve McAdams (SM), Pat Randall (PKR), Meredith Reggie (MR), Pam Rubio (PR), Pam Saunders (PS) and Donna Thibault (DT). Roger Frey (RF), Sandy Gabel (SG) and Mary L. Price (MLP) were absent. David Helming, AKC delegate, *ex-officio* was absent. Sue Marino, Board member-elect was present. Member guests were Ron Horn and Robin Seaman.

Executive Session

At 2:43 p.m., Donna Thibault moved and Pam Rubio seconded that the Board go into executive session. Without objection, the motion passed. 3 Absent (RF, SG, MLP)

At 4:00 p.m., Mary L. Price joined the meeting.

At 4:36 p.m., Pam Rubio moved and Steve McAdams seconded that the Board come out of executive session. Without objection, the motion passed. 2 Absent (RF, SG)

While in executive session, the Board:

- Reviewed the procedures to be used in the grievance hearing scheduled for Monday, April 7, 2014.
- Discussed a regional club's procedure in conducting a disciplinary hearing and the Board's invitation to the moderator of that hearing to address the Board's concerns at this face-to-face meeting.
- Reviewed the March/April 2014 membership applicants.
- Reviewed NCA Committees in preparation for committee appointments.

Recognition Committee

The Board considered a request from the Recognition Committee to recognize Water Dog requalifications. There was discussion concerning the record-keeping and the recording of requalifications on NCA certificates and rosettes.

Pam Saunders moved and Donna Thibault seconded that Water Dog requalifications be recognized as the same as other requalifications. Without objection, the motion passed. 1 Absent (RF)

Financial Oversight Committee

The Board considered the *ad hoc* Financial Oversight Committee. There was discussion about the responsibilities of the committee and if the committee should be promoted to a standing committee.

Lynne Anderson-Powell moved and John Cornell moved that the ad hoc Financial Oversight Committee be made a standing committee. Without objection, the motion passed. 2 Absent (RF, SG)

Membership Committee

Mary Lou Cuddy, Membership Chair, requested clarification of surveillance of the AKC Online Breeders Classified on the AKC website. There have been reports of non-NCA breeders representing themselves as NCA members on the website. AKC will remove the offending listings when notified. It was stated that Pam Rubio and the Breeders Education Committee monitored the website occasionally.

Working Dog Committee

Sue Marino, Working Dog Committee Chair, updated the Board on the review of the Working Test Judges qualification test and the concerns about working test check-in times and the equipment check-in procedure will be addressed in an update of the *Working Test Regulations*.

At 4:52 p.m., the Board recessed for dinner.

At 6:51 p.m., the meeting reconvened. Problems with the phone line and the teleconference provider continued. Roger Frey joined the meeting.

New Business

Water Dog Requalifications

To answer a question that had been raised, it was agreed that the Water Dog Requalifications will be added to rosettes and certificates and will be listed in the Annual of Titlists and Newf Tide when applicable.

Rescue Prevention Committee

The Board briefly discussed the expense of the *Newf Tide* coupon program and alternatives. It was said that this program is more of a marketing program than a

membership drive. The approximately 20 percent rate of return of the coupons, in marketing terms, is a great success. It was agreed that further discussion should wait until Donna Zink, Rescue Prevention Committee Chair, joins the meeting.

Specialty Show Coordinating Committee

Robin Seaman, Specialty Show Coordinating Committee Chair, joined the meeting.

Robin updated the Board on plans for the uniform trophies. The committee is now considering Woodbury pewter, either as the uniform trophies or perhaps in conjunction with the Lenox china.

Robin relayed the committee's concern with determining if an NCA international member breeder judge's primary breed is the Newfoundland. There was discussion about the AKC and FCI definition of primary breed. The committee voted unanimously to recommend the use of the AKC guidelines.

Pam Rubio moved and Mary Lou Cuddy seconded that the standards used by the AKC to determine an AKC judge's primary breed be used to determine NCA international member breeder judge's primary breed. The motion passed. 10 Yes (LA, JC, MLC, SM, MLP, PKR, MR, PSR, PS, DT); 1 No (RF); 1 Absent (SG)

Robin Seaman left the meeting.

NCA Policy Manual

The Board considered the Arbitration Committee chapter revisions. Several concerns were raised and suggestions made to better define the committee's responsibilities. It was agreed that Meredith Reggie and Mary L. Price would incorporate the suggestions and will bring the chapter back to the Board for approval.

The Board considered the chapter on NCA communications with the NCA attorney. Several suggestions were discussed and it was agreed that they would be added into the chapter. Pam Saunders will incorporate the suggestions and will bring the chapter back to the Board for approval.

The Board considered the Awards chapter.

Pam Rubio moved and John Cornell seconded that the Board approve the Awards chapter of the *NCA Policy Manual* as presented. Without objection, the motion passed. 1 Absent (SG)

Working Dog Committee

Sue Marino reported on the proposed working test judges qualifications. The committee asked for comment from judges and discussed the problems that have arisen over the

years. The committee feels this proposed document is a good compromise. It will make judges more accountable for keeping current with the regulations and for mentoring upcoming judges. It will also help the provisional judges move through the process easier. Clarifications of the observer judges responsibilities was also included. The committee believes that these changes will give the committee the ability to make sure the judges are fulfilling all their responsibilities.

Steve McAdams moved and Donna Thibault seconded that the Board accept the changes as proposed by the Working Dog Committee to the Working Test Judges Qualifications. Without objection, the motion passed. 2 Absent (RF, SG)

Executive Session

Ron Horn joined the meeting.

At 8:41 p.m., Steve McAdams moved and Lynne Anderson-Powell seconded that the Board go into executive session. Without objection, the motion passed. 2 Absent (RF, SG)

At 9:32 p.m., Pam Rubio moved and Steve McAdams seconded that the Board come out of executive session. Without objection, the motion passed. 2 Absent (RF, SG)

While in executive session, the Board considered the information given regarding the procedures used in a disciplinary hearing by a regional club.

By consensus, the meeting was recessed until 9:00 a.m., Monday, April 7, 2014.

NCA Face-to-Face Meeting, *continued* April 7, 2014

Problems with the phone line and the teleconference provider continued.

Pam Saunders, President, reconvened the meeting at 9:17 a.m. Eastern time. The following directors were present: Lynne Anderson-Powell (LA), John Cornell (JC), Mary Lou Cuddy (MLC), Steve McAdams (SM), Mary L. Price (MLP), Pat Randall (PKR), Meredith Reggie (MR), Pam Rubio (PR), Pam Saunders (PS) and Donna Thibault (DT). Roger Frey (RF) and Sandy Gabel (SG) were absent. David Helming, AKC delegate, *ex-officio* was absent. Sue Marino, Board member-elect was present. Member guests were Clyde Dunphy, Matt Sidesinger and Marylou Zimmerman. Donna Zink attended via teleconference.

At 9:17 a.m., the meeting reconvened.

Grievance Hearing

At 10:03 a.m., Steve McAdams moved and Pam Rubio seconded that the Board go into executive session. Without objection, the motion passed. 1 Absent (RF)

At 11:09 a.m., Pam Rubio moved and John Cornell seconded that the Board come out of executive session. Without objection, the motion passed. 1 Absent (RF)

While in executive session, at the Board's request, Atty. Mark Aliff conducted a disciplinary hearing. Based on the evidence and testimony presented at the disciplinary hearing, the Board found the charges unsubstantiated.

Ballot Counting Procedures

The Board considered a request from the Recording Secretary that a policy be developed in the case of a tie in the counting of the NCA election ballots. In the recent election, only one vote separated the sixth and seventh candidates with top six candidates being seated on the Board.

Pam Saunders moved and Steve McAdams seconded that the Board approve the following policy: *After verification of a tie by the counters in the election for Board members, the tie will be broken by the drawing of straws. The drawing of straws will be conducted and witnessed by the counters present.* Without objection, the motion passed. 2 Absent (RF, SG)

Agenda Review

The Board considered the remaining agenda items. It was agreed that the discussion of improving committee job descriptions and overlapping committee responsibilities would be best held at the fall face-to-face meeting. Board members will be encouraged to bring suggestions to that meeting.

A proposed discussion of handicapped (blind, three-legged, etc) dogs participating in working tests was withdrawn due to the entry of a handicapped dog at the National Specialty draft test. It was stated that the Working Dog Committee believes that working test judges are able to discern whether a dog, handicapped or not, is capable of safely passing test exercises per the regulations.

Executive Session

At 11:50 a.m., Pam Rubio moved and John Cornell seconded that the Board go into executive session. Without objection, the motion passed. 2 Absent (RF, SG)

At 11:52 a.m., Donna Thibault moved and John Cornell seconded that the Board come out of executive session. Without objection, the motion passed. 2 Absent (RF, SG)

While in executive session, the Board considered the awarding of the Member of the Year.

At 11:53 a.m., the Board recessed for lunch.

At 2:27 p.m., the meeting reconvened.

Donna Zink joined the meeting.

Rescue Prevention Committee

Donna Zink, Rescue Prevention Committee Chair, presented a proposal for an online tutorial to educate novice buyers and first-time puppy owners. The committee believes that since most people now find their puppies online that a tutorial would aid them in their search and answer many questions that first-time puppy owners usually ask. The tutorial would be launched from the *Answers!* page. The committee is asking the Board for approval of the concept. By consensus, the Board approved the concept of the tutorial but will have final approval on the finished product.

Donna Zink left the meeting.

Matt Sidesinger and Marylou Zimmerman joined the meeting.

NCA Mobile Application

Matt Sidesinger presented a proposal for an NCA mobile application for use on members' smartphones. Initially, the app will be the *NCA Directory* with searches on names, states and committees and with the ability to update information, call, message or email members among other capabilities. The *NCA Directory* will be able to be kept more up to date and in the long run, the number of printed copies would be able to be reduced with the associated cost savings. All information would be transmitted securely and encrypted on each phone. In the near future, additional capabilities could include notifications of working tests and specialties, working test regulations and direct access to the *NCA Website*.

Matt stated that he is donating the app to the NCA but the NCA would be responsible for the payment of the \$99/year development fee to Apple™. There was discussion about updates as the app would need to be updated for each new iOS and security and encryption. It was suggested that this would be a valuable tool for the NCA membership.

The Board thanked Matt for his excellent presentation and his efforts in developing this proposal.

Matt Sidesinger left the meeting.

NCA Website

Marylou Zimmerman, NCA Webmaster, requested permission to begin a re-design of the NCA Website to update and streamline the site and to make it more compatible with mobile devices. She explained how websites were ranked and how the re-design will improve the NCA's ranking online. The re-design will be able to merge smoothly with Matt Sidesinger's proposed mobile app. She would need permission to contact all NCA committees to ask them to review their webpages for outdated material and broken links.

She also asked for the Board's permission to purchase the domain name of newfoundlandhealth.org.

Steve McAdams moved and John Cornell seconded that the Board approve the request of the NCA Webmaster to purchase the domain name newfoundlandhealth.org in the amount of \$14.99. Without objection, the motion passed. 2 Absent (RF, SG)

Lynne Anderson-Powell moved and Pam Rubio seconded that the Board approve the request of the NCA Webmaster to move forward with the re-design of the *NCA Website*. Without objection, the motion passed. 2 Absent (RF, SG)

Mary Lou Cuddy moved and Lynne Anderson-Powell seconded that the Board direct the Committee Liaison to inform all NCA committees that each committee must review their webpage content and links and respond back to the NCA Webmaster by July 1, 2014. Without objection, the motion passed. 2 Absent (RF, SG)

There was additional discussion of the mobile app proposal and the need to have an opportunity for members to opt out of having their information included on the app. It was agreed that Matt Sidesinger should write an article for *Newf Tide* explaining the app and how members may choose to opt-out if desired.

Pam Rubio moved and Meredith Reggie seconded that the Board approve the development and launch of a mobile application as presented by Matt Sidesinger. Without objection, the motion passed. 1 Absent (RF)

Lynne Anderson-Powell moved and Steve McAdams seconded that the Board approve an insert in *Newf Tide* to describe the use of a mobile application for the *NCA Membership Directory* and to provide the opportunity for members to opt out of being listed in the mobile membership application. The Board will also approve the payment of the \$500.00 *Newf Tide* insert fee and the \$99.00 Apple™ development fee. Without objection, the motion passed. Without objection, the motion passed. 1 Absent (RF)

***ad hoc* Social Media Committee**

Marylou Zimmerman, *ad hoc* Social Media Committee member, presented the committee's preliminary report to the Board. The committee met twice by teleconference and contacted the administrators of 27 Newf forums with a list of questions and were asked if they would like NCA support and/or would post NCA disclaimers/information on

their pages. Approximately one-half of those contacted responded and those responses will be reported to the Board at its next meeting. It was stated that the NCA does not own or moderate these forums.

The Board expressed its great appreciation of the committee's work to date.

Pam Jackson joined the meeting.

ad hoc Breeders List Guidelines Committee

Pam Jackson, *ad hoc Breeders List Guidelines Committee* member, updated the Board on the committee's progress. The committee has been gathering information and discussing the goals and expectations of a *Breeders List*. The committee believed that the guidelines should be stricter and ask more of the listed breeders. There was an extended discussion of the proposed suggestions. Pam will take the suggestions and discussion points back to the committee for further discussion. The Board thanked the committee for its hard work and diligence.

Working Test Judges Qualifications

Lynne Anderson-Powell moved and Pam Rubio seconded that the Board instruct the Working Dog Committee to add an effective date of July 1, 2014 to the newly-approved Working Tests Judges Qualifications. Any tests already approved before July 1, 2014 will be grandfathered. Without objection, the motion passed. 2 Absent (RF, SG)

At 6:07 p.m., Pam Rubio moved and Lynne Anderson-Powell seconded that the meeting be adjourned. Without objection, the motion passed. 2 Absent (RF, SG)

Submitted by,

Mary Lou Cuddy
NCA Recording Secretary