



NEWFOUNDLAND CLUB OF AMERICA, INC.

Regular Board of Directors

Face-to-Face Meeting

All Times Central Standard Time

Minutes of November 20, 21, 22, 2015 (approved January 21, 2016)

CALL TO ORDER

On Friday, November 20, 2015 President Pam Saunders called the meeting to order at 7:32 p.m.; Steve Britton, recording secretary, was present.

Lynne Anderson Powell, John Cornell, Mary Lou Cuddy, Roger Frey, Steve McAdams, Mary L. Price, Pat Randall and Donna Thibault were present. Sue Marino attended via telephone polycom. David Helming, AKC delegate, joined by telephone polycom at 7:45 p.m., and was present Friday evening. Pam Rubio was absent on Friday, and was present on Saturday and Sunday.

David Kledzik, president of the North Central Newfoundland Club, attended the meetings as a guest

Clyde Dunphy, chair of the NCA Trust Management Board attended the meetings Friday evening, and Saturday.

Attending by telephone polycom on Friday was Robin Seaman Grenier, chair of the Specialty Show Committee.

Attending the meeting by telephone polycom on Saturday were Chris Plum, chair of the NCA Steering, Aura Dean, chair of the *Newf Tide* Policy Committee, Carla Gengler, chair of the NCA Mediation and Ad hoc Breeders List Committee, Donna Zink, chair of the Rescue Prevention Committee, Marylou Zimmerman, chair of the Digital Distribution Committee, and Sue Raney, chair of the Working Dog Committee.

Pamela Van Giessen, a NCA member with an extensive background in the commercial publishing industry attended the meeting on Saturday morning (in person).

MOMENT OF SILENCE

The meeting began with a moment of silence for NCA member Betty Stackhouse.

APPROVAL OF MINUTES

The board approved the minutes of the October 15, 2015 regular meeting as corrected.

REPORTS OF OFFICERS AND COMMITTEES

President's Report

Pam Saunders, president, distributed a photograph of fund raising items donated to the NCA by Jacquelyn's Original's. Due to their fragile nature, she left the items at her home, but reported a plan to transport the items to the 2016 National Specialty Show.

2nd Vice President's Report

Lynne Anderson Powell, 2nd vice president, reported her attendance at the National Animal Interest Alliance (NAIA) conference. Groups from a variety of pro-animal ownership entities were represented. Also, she reported about the related aspects between elephant and Newfoundland dog reproduction. Further, she reported on the common need of all pro-animal ownership groups to proactively perform community outreach to countermand anti-animal ownership activism.

AKC Delegate's Report

David Helming, AKC delegate, reported:

- That the AKC delegate nominating committee presented three incumbents for re-election to the AKC Board of Directors.
- That AKC management and its board of directors are involved in preliminary discussions about locations for its Operations Office Center in Raleigh, North Carolina, and its senior management offices in New York City. AKC is considering relocating its senior management offices from New York City to the north New Jersey coast.
- Over 300 AKC clubs are/were involved in Meet The Breeds in New York City or at the AKC Eukanuba National Championship in Orlando, Florida. The NCA appreciates the assistance of the Bear Mountain Newfoundland Club and the Newfoundland Club of Florida.
- 36 AKC Disaster Assistance Trailers are presently in service nationwide.
- AKC has reached agreements with cable television providers and Dish Network for its FIDO TV Network.
- there are 6100 total entries at the AKC Eukanuba National Championships, with 4670 entered in conformation.
- About resolution of conflicts with the new AKC website by the delegate AKC Internet Technology Committee.

Database Operations Committee Report

The board received a written report from Deborah Bridge, chair of the Database Operations Committee (DOC). She reported that:

- The committee's function is to manage the data; the data is in good shape, and its integrity continues to improve. Unless the committee's purposes change, no name change is currently necessary.
- The NCA spent a great deal of money - over a decade ago - for a specific database purpose.
- The current user interphase needs work and that work needs funding.
- For specialized queries, the Technical Resources Committee should be contacted about feasibility.
- If read only access is given to the SQL database, then read only access should be given to all NCA members. The database doesn't currently have the appropriate security function to validate that only NCA members have access to the SQL data base.

- The committee has stud book information dating back to 1886 stored in PDFs on the database server. Recent data is importable, but agreements with AKC and interface concerns limit its access and usage.

Treasurer's Report

Mary L. Price, treasurer, presented a preliminary annual fiscal year report for July 1, 2014 – June 30, 2015. She will present a finalized end of fiscal year report at the NCA Annual membership meeting in May, 2016.

She also presented a receipts and disbursements report for October 1 to October 31, 2015:

- Total income for the period was \$7,234; total disbursement for the period was \$15, 214. There was a net loss of \$7,980.32 for the period.
- On October 31, 2015 the total cash assets of the NCA was \$240,408.14.

Treasurer Price also presented an updated NCA Uniform Trophy Fund Comparison Report - from 1989 to 2015. The trophy fund balance on October 31, 2015 was \$8,801.55.

Robin Seaman, chair of the National Specialty Show Committee joined the meeting by telephone polycom at 8:36 p.m.

The treasurer presented the National Specialty Comparison Financial Report. She noted that the 2015 NCA Specialty in Warwick, Rhode Island had a net loss of \$34,912.13.

National Specialty Coordinating Committee Report

Robin Seaman Grenier, National Specialty Coordinating Committee chair, reported the following:

- That cost estimate of replacement medallions for the Best of Opposite Sex and Best of Winners, Awards - currently known as the Robert Curry and Kitty Drury Awards - is \$3,387. The committee requested approval of the funding for purchasing the replacement medallions. The new medallions are similar to the Barbara Frey commemorative medallions now offered for dogs earning draft titles at NCA National Specialties, and will replace the plaster replica trophies currently awarded.
- The committee requested the NCA award the current original commemorative Best of Opposite and Best of Winner Trophies, instead of the replica trophies, at the 2017 National Specialty in Oregon.
- A list of names the committee is proposing to add as committee members.

Steve Britton moved, and Lynne Anderson Powell seconded to authorize the expenditure of \$3,387 for Best of Opposite Sex and Best of Winners Medallions for NCA National Specialties; without objection, the board adopted the motion.

Lynne Anderson Powell moved and Steve McAdams seconded, to award the original Best of Opposite Sex and Best of Winners statues at the 2017 National Specialty; (voting yes: LA, SB, JC, SMC, PKR, DT and PS; voting no: MLC, RF and MLP).

Without objection, the board referred a motion to the National Specialty Committee about affixing the date and location on NCA National Specialty Uniform Trophies.

Without objection, the board entered executive session.

Without objection, the board returned to regular session.

While in executive session, the board postponed action to add members to the Specialty Show Committee - until after a vacancy notice is posted on the NCA website and published in *eNotes*.

The meeting recessed at 10 p.m. on Friday, November 20, 2015, and reconvened after the Charitable Trust meeting on Saturday, November 21, 2015.

The NCA Board of Directors returned to its regular session at 10:15 a.m. Chris Plum, chair of the NCA Steering Committee, and Aura Dean, chair of the NCA *Newf Tide* Policy Committee were in attendance by telephone polycom.

Steering Committee Report

Chris Plum, Steering Committee chair, reported that the committee was looking into the long term financial viability/risk management of the NCA. Generally, the largest portion of NCA income comes from dues revenue, and there is a trend in decreasing membership renewals. The assumption is this is largely due to the club's aging membership.

One area of the steering committee's concern is the increasing production and distribution costs associated with *Newf Tide*. The committee suggested exploring changes to the magazine by:

- Reducing the overall page count of the magazine by changing *Newf Tide* to a magazine with feature articles and pictures.
- Finding other methods to distributing reports and minutes, eliminating their distribution through the magazine. Meeting minutes are also accessible through the NCA website and by request.

Aura Dean, chair of the *Newf Tide* Policy Committee, concurred with Chris Plum's analysis.

The board adopted the following motion:

John Cornell moved, and Steve McAdams seconded that the Steering Committee work collaboratively with the board, committees and the Charitable Trust Management Board to explore strategies to insure the long term financial stability of the NCA; without objection, the board adopted the motion.

***Newf Tide* Editor Committee (Ad hoc)**

Roger Frey, chair of the Special *Newf Tide* Editor Committee reported that the committee:

- Discussed the frequency of publishing magazine issues.
- Discussed contracting professional assistant editors with an unpaid volunteer club member designated as editor in chief.

NCA member Pamela Van Giessen joined the meeting (in person). Professionally, she is a corporate vice president with a well-known commercial publishing company. She commented/questioned:

- Should *Newf Tide* production be outsourced to an entity outside the NCA?
- With the “greening” of America, there is a decrease in sources of print quality paper, and it is increasingly expensive. Over the past decade, many paper mills have closed. Her opinion was in the not too distance future, print magazines - like *Newf Tide* - will no longer be financially viable.
- She further informed the NCA board that industry wide, out of necessity, many publications similar to *Newf Tide*, were transitioning to electronic distributed versions to save costs.
- She offered to provide her services as an unpaid consultant if the NCA was interested in exploring providing *Newf Tide* as an electronic publication. In addition, she suggested the NCA consider utilizing multiple assistant editors, with a single club member volunteer as editor-in-chief.

The NCA Board took the following action:

Lynne Anderson Powell moved and Donna Thibault seconded, to accept the generous offer from Pamela Van Giessen to perform a *Newf Tide* assessment, and authorized her access to all pertinent club records and committees; without objection, the board adopted the motion:

***Newf Tide* Policy Committee Report**

Aura Dean, *Newf Tide* Policy Committee chair, presented a written report. It contained a recommendation from the committee for a policy change concerning committee reports as follows:

Rationale:

After personal involvement with the receipt, editing and proofreading of the 2014 Annual Reports, the NTPC recognizes that much editorial time is wasted not only in the collection of the reports but also in the editing thereof. This policy presented unanimously.

Intent:

A committee report should be a short, well focused update of the committee’s activity and accomplishments during the past year and a statement of its future goals.

Committee reports are to be submitted electronically via email to: editor@ncadogs.org . A copy is to be sent to the NCA 2nd Vice President on or before January 2. Reports not received by the January 2 deadline will not be accepted for the 1st quarter issue and will be printed in a subsequent issue only on a space-available basis. (Second Vice President may gather and organize these report prior to the deadline.)

The Subject line of the transmittal email is to state: 2015 _____ Committee Report; Attached File Name: 2015 Annual Report of the _____ Committee

Format:

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The report is not to exceed 500 words, submitted as Word document or pdf file and is to be formatted as follows:

Type report in 12 point Times New Roman, single space with a double space between paragraphs.

First Line, left justified: Name of the Committee

Content:

State the committee's purpose and names of all committee members

Write a short, well-focused summary of work accomplished during the year

Present an overview of future work, objectives and goals

Chairperson's name should complete the report.

Marylou Cuddy moved, and Roger Frey seconded to approve the committee annual report policy as proposed by the *Newf Tide* Policy committee; without objection, the board adopted the motion.

Without objection, the board recessed for lunch at 12 p.m.

The meeting reconvened at 1:02 p.m.

Digital Distribution Committee

The board received a written report from the Marylou Zimmerman, chair of the NCA Digital Distribution Committee. She joined the meeting by telephone polycom at 1:17 p.m. The committee suggested the board take the following actions.

Donna Thibault moved and John Cornell seconded to approve the request from the Digital Distribution Committee to place an article in *e-Notes* and on Facebook® to solicit owners of VNs to send digital pictures with verification of copyright privileges to the committee for use on social media; the board adopted the motion.

Without objection, the board referred a motion about developing specialized data queries to the Technical Advisory Committee.

Lynne Anderson Powell moved and Donna Thibault seconded to approve the request of the Digital Distribution Committee to work with the Database Committee for developing a process to load and store digital images of each dog to be visible when the dog's profile page was displayed; without objection, the board adopted the motion.

Marylou Zimmerman left the meeting after the board received her report.

Breeders List Guidelines Committee

Carla Gengler, chair of the Breeder's List Guidelines Committee (Ad hoc) joined the committee. The committee asked the board's direction on how to proceed regarding removal of NCA member breeders from the breeders list. The board took the following action.

John Cornell moved and Pam Rubio seconded that the Ad hoc Breeders List Guidelines Committee review the criteria for discipline, enforcement and possible suspension or removal from the *NCA Breeders List*; without objection, the board adopted the motion.

Rescue Prevention Committee

Donna Zink, Rescue Prevention Committee chair, joined the meeting by telephone polycom and updated the board on the committee's On-line Tutorial Project, and she requested assistance in maintaining contact lists with NCA affiliated regional Newfoundland clubs. She left the meeting after completing her report. The board took the following actions:

Without objection, the board approved the reviewed articles of the *NCA Online Tutorial* pages for the Rescue Prevention Committee.

Without objection, the board amended its regional club policy as follows:

Twice yearly all NCA Regional Clubs must provide the following information to the NCA Board of Directors via the NCA Regional Club Liaison:

- *Primary Contact for the Regional Club*
- *Current Board of Directors of the Regional Club*
- *Current Regional Club Roster with NCA members indicated.*
- *Current Rescue Contact information*

This updated information must be provided to the NCA Regional Club Liaison by January 1 and July 1 of each year.

If the information is not provided, no future NCA or AKC events will be approved for the Regional Club until it complies.

In addition, NCA Regional Clubs must send the NCA Regional Club Liaison notification any time there are changes to the Regional Club's Board of Directors, primary contact and rescue contact.

Without objection the board agreed to review and respond to two topic groups from the *NCA Online Tutorial* before its next board meeting as submitted by the Rescue Prevention Committee.

Legislative Committee

The board received a written report from Janice Anderson, chair of the Legislative Committee. The report requested access to updated regional club contacts.

International Liaison Committee

Roger Frey, committee chair, presented a proposed International Liaison Committee job description policy as follows:

International Liaison Committee

Duties and Responsibilities

- *The International Liaison Committee is to:*
- *Provide a contact point for international Newfoundland clubs and fanciers.*

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- *Develop and maintain a roster of international clubs and a contact person for each club*
- *Receive, assist with and respond to inquiries from international clubs and fanciers such as: requests for use of NCA materials or translation of same, help with attendance at NCA events, membership questions, etc.*
- *Solicit information about international activities and publish in eNotes, Newf Tide and other NCA media.*
- *Submit a column for every issue of the Newf Tide on varied international activities*
- *Inform international clubs about the availability of Best of Breed medallions for their equivalent of our National Specialty and facilitate requests for the same.*
- *Provide updates and reminders to our international contacts on NCA activities such as: National Specialties, input for the International columns, appeals for donations to the NCA Charitable Trust, etc.*
- *Support, engage and welcome international guests at NCA National Specialties.*
- *Work with the National Specialty host club for inclusion of information for international guests in Specialty web sites, information packets, registration packages, and at hospitality locations.*

Marylou Cuddy moved and Mary L. Price seconded to approve the International Liaison Committee job description revision for the *NCA Policy Manual*; without objection, the board adopted the motion.

Working Dog Committee

Sue Raney, chair of the Working Dog Committee, joined the meeting by telephone polycom at 2:30 p.m. She presented revisions to NCA Draft Test, Advance Draft Test and Water Test Regulations.

Steve Britton moved and Lynne Anderson Powell seconded to approve the *NCA Draft Test Regulations* as amended; without objection, the board adopted the motion.

Steve Britton moved and Lynne Anderson Powell seconded to approve the *NCA Advanced Draft Test Regulations* as amended (including corresponding amendments adopted in the *NCA Draft Test Regulations*); without objection, the board adopted the motion.

Steve Britton moved and Lynne Anderson Powell seconded to approve the *NCA Water Test Regulations* as amended (including corresponding amendments adopted in the *NCA Draft Test Regulations*); without objection, the board adopted the motion.

Donna Thibault moved that the WDC assist regional club efforts to increase new participation in draft work and use Specialty Carting for Certificate at regional events without creating a new title at this time; the board adopted the motion without objection.

Without objection, the board entered executive session; Sue Raney, chair of the Working Dog Committee, attended part of the executive session.

Without objection, the board returned to regular session.

While in executive session, the board:

- Ratified the recommendation of Working Dog Committee concerning an aggressive dog grievance filed at a 2015 water test.
- Approved Option B of the new *Newf Tide* Editor's contract.
- Selected a recipient for the 2016 NCA Good Sportsmanship Award (formerly the Gaines Good Sportsmanship Award).
- Selected recipients for the 2016 Heroic Newfoundland Award.
- Approved the proposed ballot counting procedure to the 2016 NCA Board of Directors election.
- Selected Chuck Ialungo, Katherine Rowland and Rita Van Brandeghen as ballot counters, and Carol Bergmann, John Van Brandeghen, and Kathy Whitney as alternate ballot counters.
- Appointed members and alternates to the 2016 Nominating Committee.
- Discussed potential harm to the club due to a catastrophic loss of particular key members.
- Voted and approved a membership application.

Roger Frey moved and Mary Lou Cuddy seconded that upon appointment, the NCA National Specialty Chair will serve as a member of the NCA National Specialty Show Committee until at least one year after completion of their specialty; without objection, the board adopted the motion.

Donna Thibault moved and Pam Saunders seconded to adopt the criteria for the NCA Good Sportsmanship Award; without objection, the board adopted the motion.

The approved policy reads as follows:

Good Sportmanship Award (Policy)

NCA member who has made a positive impact in the sport of purebred dogs, across many areas of the dog world.

Consistently embodies the tenets of AKC Code of Sportsmanship.

Expresses genuine concern for fellow dog fanciers.

In service to the NCA, its members and the Newfoundland Breed.

Without objection, the meeting recessed at 6:45 p.m. on Saturday, and reconvened at 8:30 a.m. on Sunday, November 22, 2015.

UNFINISHED BUSINESS

The board reviewed and discussed a recommendation made by the Charitable Trust Management Board (CTMB):

Donna Thibault moved and Mary Lou Cuddy seconded to accept the recommendation of the NCA Charitable Trust Management Board and designated responsibility for completing the registration of the NCA, Inc. attendee to the biennial AKC Canine Health Foundation Conference to the CTMB. (Selection of the NCA, Inc. attendee and alternate remains with the NCA board.)

Without objection, the board approved revisions to the NCA, Inc. Policy Manual job descriptions of the NCA treasurer and the NCA Steering Committee.

Without objection, the board postponed indefinitely a discussion item about the NCA Database. (This item was sufficiently discussed as part of the Database Committee Report).

Without objection, the board postponed indefinitely an item of business about Top Show Dog, Top Sire, Top Dam and similar awards.

Without objection, the board postponed an item of new business about centralized NCA National Specialties to its next meeting.

Lynne Anderson Powell moved and John Cornell seconded, to request the *Newf Tide* Policy Committee perform a review of its commercial advertising policy with the goal of expanding the policy to increase *Newf Tide* revenues. Motion adopted. (Voting Yes: LA, SB, JC, MLC, SM, SMc, MLP, PKR, PSR, Ps and DT; voting No: RF.)

Without objection, the board set its next regular meeting for January 21, 2016.

ADJOURNMENT

At 9:50 a.m., without objection, the board adjourned its Face-to-Face meeting.

Steven J. Britton

Steven J. Britton
Recording Secretary