Newfoundland Club of America, Inc.

Board of Directors
Teleconference Meeting
8:00 p.m. Eastern Time
July 17, 2014

Agenda

1. AKC Delegate’s Report (David Helming)

2. Approval of minutes
   • Minutes of the June 19, 2014 meeting

3. President’s Report (Pam Saunders)

4. 1st Vice-President’s Report (Pat Randall)

5. 2nd Vice-President’s Report (Lynne Anderson-Powell)

6. Recording Secretary’s Report (Mary Lou Cuddy)
   • Prepared the minutes of the June 19, 2014 meeting & July 17, 2014 agenda packet
   • Report on NCA Applicant vote on Wiggio
   • Request to amend the minutes of the April 8, 2014 Annual Membership Meeting
   • Date and place of Fall face-to-face meeting.

7. Corresponding Secretary’s Report (Pam Rubio)

8. Treasurer’s Report (Mary L. Price)
   • Review of the 2015 proposed budget

9. Committee Reports
   • NCA Database Operations Committee:
     o Non-OFA health certificates
   • NCA Governing Documents Review Committee:
     o Proposed committee job description
     o Simply Voting report (from 8/15/13)
   • NCA Policy Manual Revision Committee:
     o Breed Standard
     o Breeders Education Committee
     o Companion Dog Committee
• Newfoundland Ambassador Committee:
  o Quarterly newsletter preview
• Recognition Committee
  o Working Achievement patch design
• Regional Club Liaison
  o Update on North Central Constitution & Bylaws changes
• Specialty Show Coordinating Committee:
  o Proposed International Member Breeder Judge form

10. Executive Session
• Approval of NCA Applicants

11. Unfinished Business
• Working Dog Committee:
  o Review of the written water tests taken by prospective water judges. (from 11/1-3/13)
• Specialty Show Committee:
  o Develop recommendations on a proposal to require that “Completion of Title” rosettes be presented at National Specialties with a report due back to the Board by the August 7, 2014 agenda deadline. (from 6/19/14)
• Health & Longevity Committee:
  o Develop a recommendation on a veterinary column in Newf Tide as proposed by the Steering Committee with a report due back to the Board by the fall face-to-face agenda deadline (from 6/19/14)
• Financial Oversight Committee:
  o Review correspondence from two NCA members regarding the dues structure and the increase in international postage for Newf Tide and develop recommendations addressing the two issues with a report due to the Board by the September 4, 2014 agenda deadline. (from 6/19/14)

12. New Business
• Discussion Item: A proposed change to the NCA Policy on Dog Aggression. (from the 4/8/14 Annual Membership Meeting) (tabled until fall f2f meeting)
• Westminster Kennel Club information and script review (tabled until the fall f2f meeting)
• Discussion Item: AKC Foundation Stock Service and the Landseer, Eastern Continental Type.

13. Adjournment

14. FYI
NCA Governing Documents Review Committee

The general purpose of the NCA Governing Documents Committee is to review bylaws and internal policy documents, alerting the NCA Board of Directors of potential bylaw and/or policy conflicts, and subsequently making recommendations for potential resolution. Its secondary purpose - when possible- is to note changes in laws affecting the NCA as a non-profit corporation and to alert the NCA Board of Directors in instances when legal service is appropriate. Another secondary purpose is to review NCA affiliated regional club bylaw amendments when amendments are submitted to the Regional Club Coordinator and to report subsequent recommendations to the regional club coordinator.
BREED STANDARD

Standard for the NEWFOUNDLAND

APPROVED MAY 8, 1990
EFFECTIVE JUNE 28, 1990

General Appearance
The Newfoundland is a sweet-dispositioned dog that acts neither dull nor ill-tempered. He is a devoted companion. A multipurpose dog at home on land and in water, the Newfoundland is capable of draft work and possesses natural lifesaving abilities.

The Newfoundland is a large, heavily coated, well balanced dog that is deep bodied, heavily boned, muscular, and strong. A good specimen of the breed has dignity and proud head carriage.

The following description is that of the ideal Newfoundland. Any deviation from this ideal is to be penalized to the extent of the deviation. Structural and movement faults common to all working dogs are as undesirable in the Newfoundland as in any other breed, even though they are not specifically mentioned herein.

Size, Proportion, Substance
Average height for adult dogs is 28 inches; for adult bitches, 26 inches. Approximate weight of adult dogs ranges from 130 to 150 pounds. The dog's appearance is more massive throughout than the bitch's. Large size is desirable, but never at the expense of balance, structure, and correct gait. The Newfoundland is slightly longer than tall when measured from the point of shoulder to point of buttocks and from withers to ground. He is a dog of considerable substance which is determined by spring of rib, strong muscle, and heavy bone.

Head
The head is massive, with a broad skull, slightly arched crown, and strongly developed occipital bone. Cheeks are well developed. Eyes are dark brown (Browns and Gray may have lighter eyes and should be penalized only to the extent that color affects expression). They are relatively small, deep-set, and spaced wide apart. Eyelids fit closely with no inversion. Ears are relatively small and triangular with rounded tips. They are set on the skull level with, or slightly above, the brow and lie close to the head. When the ear is brought forward, it reaches to the inner corner of the eye on the same side. Expression is soft and reflects the characteristics of the breed: benevolence, intelligence, and dignity.

Forehead and face are smooth and free of wrinkles. Slope of the stop is moderate, but because of the well developed brow, it may appear abrupt in profile. The muzzle is clean-cut, broad throughout its length, and deep. Depth and length are approximately equal, the length from tip of nose to stop being less than that from stop to occiput. The top of the muzzle is rounded, and the bridge, in profile, is straight or only slightly arched. Teeth meet in a scissors or level bite. Dropped lower incisors, in an otherwise normal bite, are not indicative of a skeletal malocclusion and should be considered only a minor deviation.

Neck, Topline, Body
The neck is strong and well set on the shoulders and is long enough for proud head carriage. The back is strong, broad, and muscular and is level from just behind the withers to the croup. The chest is full and deep with the brisket reaching at least down to the elbows. Ribs are well sprung, with the anterior third of the rib cage tapered to allow elbow clearance. The flank is deep. The croup is broad and slopes slightly. Tail set follows the natural line of the croup. The tail is broad
at the base and strong. It has no kinks, and the distal bone reaches to the hock. When the dog is standing relaxed, its tail hangs straight or with a slight curve at the end. When the dog is in motion or excited, the tail is carried out, but it does not curl over the back.

**Forequarters**
Shoulders are muscular and well laid back. Elbows lie directly below the highest point of the withers. Forelegs are muscular, heavily boned, straight, and parallel to each other, and the elbows point directly to the rear. The distance from elbow to ground equals about half the dog's height. Pasterns are strong and slightly sloping. Feet are proportionate to the body in size, webbed, and cat foot in type. Dewclaws may be removed.

**Hindquarters**
The rear assembly is powerful, muscular, and heavily boned. Viewed from the rear, the legs are straight and parallel. Viewed from the side, the thighs are broad and fairly long. Stifles and hocks are well bent, and the line from hock to ground is perpendicular. Hocks are well let down. Hind feet are similar to the front feet. Dewclaws should be removed.

**Coat**
The adult Newfoundland has a flat, water-resistant, double coat that tends to fall back into place when rubbed against the nap. The outer coat is coarse, moderately long, and full, either straight or with a wave. The undercoat is soft and dense, although it is often less dense during the summer months or in warmer climates. Hair on the face and muzzle is short and fine. The backs of the legs are feathered all the way down. The tail is covered with long dense hair.

**Color**
Color is secondary to type, structure and soundness.

Recognized Newfoundland colors are black, brown, gray, and white and black.

Solid Colors - Blacks, Browns, and Grays may appear as solid colors or solid colors with white at any, some, or all, of the following locations: chin, chest, toes and tip of tail. Any amount of white found at these locations is typical and is not penalized. Also typical are a tinge of bronze on a black or gray coat and lighter furnishing on a brown or gray coat.

Landseer - White base coat with black markings. Typically, the head is solid black, or black with site on the muzzle, with or without a blaze. There is a separate black saddle and black on the rump extending onto a white tail.

Markings, on either Solid Colors or Landseers, might deviate considerably from those described and should be penalized only to the extent of the deviation. Clear white or white with minimal ticking is preferred.

Beauty of markings should be considered only when comparing dogs of otherwise comparable quality and never at the expense of type, structure and soundness.

Disqualifications - Any colors or combinations of colors not specifically described are disqualified.

**Gait**
The Newfoundland in motion has good reach, strong drive, and gives the impression of effortless power. His gait is smooth and rhythmic, covering the maximum amount of ground with the minimum number of steps. Forelegs and hind legs travel straight forward. As the dog's speed
increases, the legs tend toward single tracking. When moving, a slight roll of the skin is characteristic of the breed. Essential to good movement is the balance of correct front and rear assemblies.

**Temperament**
Sweetness of temperament is the hallmark of the Newfoundland; this is the most important single characteristic of the breed.

**Disqualifications**
Any colors or combinations of colors not specifically described are disqualified.

APPROVED MAY 8, 1990
EFFECTIVE JUNE 28, 1990

**History**
V34.2 12/12/02: Newfoundland Club of Canada granted permission to use parts of the NCA Illustrated Guide in their Illustrated Guide as long as credit is given to the NCA.
V32.1 11/3/00: Permission granted the Newfoundland Club of Australia to use the NCA’s Illustrated Guide as a judge’s education tool.
   Translations to other languages of the Illustrated Guide or the Breed Standard will not be approved by NCA.
V27.1 11/3/95: Agreed to allow the Illustrated Guide to be translated into German, but required that the existing artwork be used and that the resulting translation be reviewed by the NCA before distribution. The Board would also consider translations, if requested, into other languages under the same guidelines.
V20.4 11/04/89: Revised Standard approved by membership, gray and brown approved as accepted colors.
V20.4 11/04/89: Newly edited version of Standard accepted by Board and will be submitted to membership for approval. Voting will require a 2/3 majority to exclude gray or brown.
V19.4 11/13/88: Proposed revisions to Standard approved by Board. Reformatted and revised standard will be submitted to AKC for preliminary review and then to the membership for approval.
V18.4 11/07/87: Responsibilities of Standard Committee turned over to Education Committee. Refer to Education Committee for policy changes after 1987.
V15.2: Revised Standard to be referred to as the Standard.
V10.2: Revised Standard approved by AKC and printed in Newf Tide.
V9.3: Proposed Standard Revision approved by majority vote of Board.
V8.3 06/17/77: Final draft of Standard submitted to Board for approval and printed in Newf Tide.
V7.1 Committee appointed by the Board to revise the Newfoundland Standard.
BREEDERS EDUCATION COMMITTEE

Breeders Education Committee is to examine ongoing education through Breeder Education Forums, outreach programs for non-NCA breeders and a development program for novice breeders.

Approve the Breeder Education Committee’s Breeder Mentor requirements as follows:

- A NCA Member for a minimum of five years
- Owned and exhibited Newfoundlands for a minimum of ten (10) years
- Bred a minimum of four AKC Champions
- Attended National or Regional Specialties within the past five years
- Able to discuss obedience and working events
- Able to discuss the various health issues and health tests used for pre-breeding screening purposes

Candidates should possess an in-depth understanding of the Standard as demonstrated by at least two of the following:

- Has demonstrated skill as an AKC approved or provisional judge or has judged sweepstakes at a specialty
- Has produced Register of Merit Newfoundlands
- Has owned, trained and handled Versatile Newfoundlands
- Must have the ability to discuss the breed without promoting their own kennel and/or bloodline and without being disrespectful to other kennels and/or bloodlines.

The Breeders Education Committee (BEC) is allowed to conduct educational programs at National and Regional Specialty Shows at no cost to the host club. The BEC will plan the program, provide needed educational materials and provide staffing. There was discussion about the fact that regional clubs will not have the option to refuse to host BEC educational programs. Host clubs will be asked to publicize such programs in their printed materials.

Board approved the Breeders Education Committee’s educational grant program for regional clubs with a limit of $500.00 per club per year. Regional clubs must apply to the Breeders Education Committee no later than 60 days before the event.

History

1-15-09: Board approved the Breeders Education Committee’s educational grant program for regional clubs with a limit of $500.00 per club per year. Regional clubs must apply to the Breeders Education Committee no later than 60 days before the event.

6/21/06: The Breeders Education Committee (BEC) is allowed to conduct educational programs at National and Regional Specialty Shows at no cost to the host club. The BEC will plan the program, provide needed educational materials and provide staffing. There was discussion about the fact that regional clubs will not have the option to refuse to host BEC educational programs. Host clubs will be asked to publicize such programs in their printed materials.

1/6/06: Invite each of the Judges Education Committee’s Breed Mentors to also serve as Breeder
Education Committee’s Breed Mentors and to request the Judges Education Committee’s Breed Mentors to let the Breeders Education Committee know if he/she will accept the invitation.

1/6/06: Approve the Breeder Education Committee’s Breeder Mentor requirements as follows:
- A NCA Member for a minimum of five years
- Owned and exhibited Newfoundlands for a minimum of ten (10) years
- Bred a minimum of four AKC Champions
- Attended National or Regional Specialties within the past five years
- Able to discuss obedience and working events
- Able to discuss the various health issues and health tests used for pre-breeding screening purposes

Candidates should possess an in-depth understanding of the Standard as demonstrated by at least two of the following:
- Has demonstrated skill as an AKC approved or provisional judge or has judged sweepstakes at a specialty
- Has produced Register of Merit Newfoundlands
- Has owned, trained and handled Versatile Newfoundlands
- Must have the ability to discuss the breed without promoting their own kennel and/or bloodline and without being disrespectful to other kennels and/or bloodlines.

6/29-7/6/05: Ad hoc Breeders Education Committee changed to a standing committee. 

V36.1 10/30/04
Establish an Ad Hoc Breeders Committee to examine ongoing education through Breeder Education Forums, outreach programs for non-NCA breeders and a development program for novice breeders. By consensus, the Board gave the committee $250.00 in start-up funds and an initial report will be due by the April 2005 face-to-face meeting.
COMPANION DOG COMMITTEE

Duties and Responsibilities
To educate, entertain and involve those NCA members who are not active in breeding, conformation, obedience or working activities. To share ideas and examples of what you can do with your Newfoundland. To enlighten and educate by sharing experiences and events that are open to anyone and do not require formal training. To celebrate the natural talents of the Newfoundland. One page in NewTide per issue to share information. Spotlight NewfTales that are indicative of our breed. A place to exchange information from the frivolous to the educational.

History
V28.4 06/25/97 (Mail Meeting) Board approved establishing the CDC as a standing committee.
V28.1 11/3/96 Board to revisit level of interest in having this committee due to inactivity. New Chair appointed.
V25.2 02/94 (Mail Meeting) Motion approved to support the concept of a Companion Dog Committee (CDC) by providing a copy of the Board's comments and request a draft of a formal proposal for Board review to include committee structure, size, responsibilities and any other pertinent data.
Greetings Newf Ambassadors......Here’s our first Newf Ambassador newsletter. We hope you find the information interesting and helpful as you answer inquiries from NCA members asking what is involved in becoming a Newf Ambassador, questions about Newfoundlands or issues owners are encountering with their dogs. We’ll also address or seek expert help for other issues as you request them. Our goal is to send out a quarterly newsletter to all Newf Ambassadors. This is your newsletter so send in items we can share with the other Newf Ambassadors. We will be looking for success stories about the Newfoundland Ambassador Program for future issues. With this newsletter is a copy of the map showing where our current Newf Ambassadors are located. As you see, we still have some gaps in coverage. If you know of an NCA member who you think meets the requirements to become a Newf Ambassador, please encourage them to send in an application.

Since the inception of the Newfoundland Ambassador Program, we have made giant strides but still have a long way to go so there is a Newf Ambassador within at least a 500 mile radius of anyone inquiring about a Newfoundland. Under the guidance of Mary Lou Roberts, the original program had a steering committee of nine (9) members, all of whom functioned and currently continue to function as Newf Ambassadors. In addition there were 9 other Newf Ambassadors. Today, less than 18 months later, we have 53 Newf Ambassadors. The committee continues to refine the program, working with Marylou Zimmerman to have the referral, follow-up and evaluation processes automated and making sure our goals for the program meet the expectations of the public and the NCA Board of Directors.

In April at the National Specialty, there was an information meeting for available Newf Ambassadors and others interested in the program. We had approximately 8 attend. The time was spent sharing experiences about our Newfoundlands and the extraordinary accomplishments and good will they provide the public. All who attended expressed an excitement about being part of the Newf Ambassador program.

Here are two important areas the Newf Ambassador Committee wants to remind all Newf Ambassadors about. When confronted with questions regarding medical or breeder issues please use the below guidelines.
**Medical Issues:** Newf Ambassadors do not give medical advice. When asked about treatment or medications for any health conditions encountered by the owner’s Newf, always refer them to their veterinarian.

**Breeder Referrals:** Newf Ambassadors do not recommend specific breeders. The prospective Newf owner is the one to make the choice of a breeder. Guide those inquiries to the NCA website which provides complete information about questions to ask and observations to make when visiting a breeder. *Always stress the importance of visiting the breeder.*

As Newf Ambassadors, make sure you are familiar with the wealth of knowledge contained on the NCA website which is also available to the general public and use the information that has been provided through our program when you were welcomed as a Newf Ambassador.

If you have any questions regarding your responsibilities or encounter situations where you need additional help, please feel free to contact any member of the Newfoundland Ambassador Committee.

With summer here, enjoy the warmth after a prolonged and frigid winter for many of us….but remember how the heat affects our precious Newfoundlands and keep them cool. Our next newsletter will be in September when the weather will be turning cooler.

Newfoundland Ambassador Committee:
Raymond Gunn          Sandee Lovett
Joan Locker-Thuring   Sandy Gabel
Margie Odle           Peggy Lange
Joan Fenwick          Deborah Rothwell
Chris Plum (ex. officio)
North Central Newfoundland Club, Inc.
CONSTITUTION

Article I. Name and Objectives

Section 1. The name of the club shall be the North Central Newfoundland Club, Inc., hereinafter referred to as the Club.

Section 2. The objectives of the Club shall be:

(a) To preserve and protect Newfoundland dogs and to promote dedication among members to the breed’s high quality care.
(b) To endorse the standard of the breed as approved by the Newfoundland Club of America, Inc., and accepted by the American Kennel Club, Inc., as the only standard of excellence by which Newfoundland dogs shall be judged.
(c) To bring together, in friendly counsel, fanciers of the breed.
(d) To do all in its power to protect and advance the interests of the breed by encouraging good sportsmanship at dog shows, obedience trials, working trials and all other competitive or noncompetitive events featuring Newfoundland dogs.
(e) To conduct sanctioned and licensed specialty shows, obedience trials and working trials under the rules of the Newfoundland Club of America, Inc. and the American Kennel Club.
(f) To support Newfoundland Dog Rescue efforts.

Section 3. Conduct of Club

(a) The Club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Club shall inure to the benefit of any member or individual.
(b) The Club shall be noncommercial, nonsectarian, and nonpartisan. The name of the Club and the names of its Officers in their official capacities shall not be used to support any commercial concern or political interest.
(c) The Club may cooperate with other organizations which are active in the welfare of dogs. Representatives of the Club may not make a commitment for the Club without a majority vote of the Club Board.

Section 4. Bylaws

The Club shall make such bylaws as are required for the orderly, democratic conduct of the affairs of the Club.

Article II. Amendments

Section 5. Amendments to the Club’s constitution

Amendments may be proposed by the Board of Directors or by written petition addressed to the Secretary and signed by twenty percent (20%) of the voting membership. Amendments proposed by such petitions shall be promptly considered by the Board and must be submitted to the members with recommendations of the Board by the Secretary for a vote within three (3) months of the date of receipt of the petition by the Secretary.
Section 6. Amendment Process
The constitution may be amended by a two-thirds (2/3) majority vote of the votes cast by the voting membership at any regular or special meeting called for the purpose. provided the proposed amendments have been included with the notice of the meeting and mailed to each member. The proposed amendments must be mailed / emailed to members at least thirty (30) days prior to the meeting date.

Article II. Region
Section 1. The region which the club shall serve is limited to:
The state of Iowa, east of Interstate Highway 35 excluding the city of Des Moines; and Wisconsin, excluding the counties of Douglas, Bayfield, Washburn, Burnett, Polk, Sawyer, Rusk, Chippewa, Barron, St. Croix, Dunn, Pierce, and Eau Claire; and the northern Illinois counties of Boone, Bureau, Carroll, Cook, DeKalb, DuPage, Grundy, Henderson, Henry, Jo Davies, Kane, Kankakee, Kendall, Knox, Lake, LaSalle, Lee, McHenry, Marshall, Mercer, Ogle, Putnam, Rock Island, Stark, Stephenson, Warren, Will, and Winnebago and Whitefish.

BYLAWS
Article III. Membership
Section 1. Eligibility.
Membership shall be open to all persons who support the objectives of the Club and who are in good standing with the Newfoundland Club of America, Inc. and the American Kennel Club.

Section 2. Types of Membership.
(a) Voting membership
Intended for persons eighteen (18) years of age or older who take an active part in the Club by attending meetings and functions, participating in elections and serve on or chairing chair committees. Only voting members may serve on the Board of Directors and vote at meetings and chair committees. The total number of voting members is used to determine the number of members needed to fulfill quorum requirements. Voting memberships may be individual or joint. A joint membership is two individuals living at the same address and each shall be entitled to one (1) vote.

(b) Associate membership (nonvoting)
Intended for persons eighteen (18) years of age or older who choose not to participate fully in the operation of the Club due to distance or other interests or reasons, but wish to be invited to all Club events and receive the Club’s newsletter. Associate members may participate in all Club activities, meetings, chair and serve on committees, but are not entitled to vote. Associate memberships may be individual or joint. A joint membership is two (2) individuals living at the same address.
(c) Junior Membership (nonvoting)
Intended for persons 9 – 17 years of age. Intended to encourage younger members to become involved in the world of Newfoundlands. All Junior members must have a parent or legal guardian as a member in good standing with the NCNC. Junior members may participate in all Club events and receive the Club’s electronic newsletter.

Section 3. Dues.
The Board shall recommend the amount of the annual dues by December 31 for the succeeding year. Dues will be payable by March 15th of each year. Dues are considered an obligation to the Club and are nonrefundable.

Section 4. Election to Membership.
The application for membership shall state the name(s), address, and occupation of the applicant(s), the type of membership requested, and it shall carry the endorsement of one (1) member of the Club. The application shall request the applicant’s reason(s) for joining the Club and previous experience with dogs, if any. The prospective member shall submit a check in the amount of dues with the application. Following receipt of the application(s), the name(s) of the applicant(s) shall be published in the next issue of Newsletter. If there are Objections to a prospective member, they shall be sent in writing to the Club Secretary within thirty (30) days following publication. The Board shall elect applicants to membership at its next meeting following the thirty day provision.

Section 5. Change in type of membership.
Changes from associate to voting may be made at any time between renewal periods with a written notification to the secretary and payment of updated dues. Changes from voting to associate may also be made at any time between renewal periods, but no refunds will be given. There is a limit of one (1) change per year. All changes will be reviewed at the next scheduled board meeting. Membership type can only be changed during renewal periods.

Section 6. Termination of Membership.
Membership may be terminated:

(a) By resignation.
Any member in good standing may resign from the Club upon written notice to the Secretary, but no member may resign when in debt to the Club. Dues obligations are considered a debt to the Club and they become incurred on the first day of each fiscal year.

(b) By lapsing.
A membership will be considered as lapsed and automatically terminated if such member’s dues remain unpaid forty five (45) days after the first day of the fiscal year; however, the Board may grant an additional forty five (45) days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of that meeting.
A membership may be terminated by expulsion as provided in Article IX of the Club’s bylaws.

Article IV. Officers and Directors

Board of Directors.

The Board of Directors shall be composed of the President, Vice-President, Secretary, Treasurer, and five (5) Directors. The Immediate Past President shall have the right to serve on the Board as a nonvoting member. Ex-officio status of the Past President shall be for a period of one (1) year.

Section 1. Management of the Club’s affairs.

The general management of the Club’s affairs shall be entrusted to the Board of Directors.

Section 2. Officers, Directors and their Duties.

The Club’s Officers, consisting of the President, Vice-President, Secretary and Treasurer and the Directors shall serve in their respective capacities both at Club meeting and at Board of Directors meetings.

(a) The President.

The President shall preside at all meetings of the Club and of the Board of Directors and shall have the powers and duties normally appurtenant to the office of President as well as those particularly specified in these Bylaws. The President shall serve as an ex-officio member of all committees of the Club except the Nominating Committee. The President shall prepare agendas for all meetings and direct the affairs of the Club between meetings.

(b) The Vice-President.

The Vice-President shall have the powers and exercise the duties of the President in the case of the President’s death, disability or absence. The Vice-President shall keep an up-to-date roster of Club members with current addresses, receive applications for Club membership and notify new members of their election to the Club. The Vice-President shall be responsible for sending out annual dues notices and collecting annual dues. The Vice-President shall perform any other duties the President may delegate to the Vice-President.

(c) The Secretary.

Shall keep a permanent record of all Club meetings and Board meetings and all other matters of which a record shall be ordered by the Club. The Secretary shall have charge of the correspondence, notify members of meetings and notify Officers and Directors of their election to office. The Secretary shall also perform any other duties the President may delegate to the Secretary.
(d) The Treasurer.

Shall collect and/or receive all monies due or belonging to the Club and maintain financial records of the Club’s monies. They shall deposit the same in a bank/financial institution satisfactory to the Board of Directors, in the name of the Club. The Club’s financial records shall at all times be open to inspection by the Club Members/Board of Directors. The Club’s financial records shall be maintained with accounting software supplied by the board. Club and Board members can inspect current financial records upon reasonable written / email request to the treasurer. Monthly copies of all bank statements shall be forwarded to the Secretary and President, who shall also have access to view accounts online. The cosigner shall also have access to view accounts online. The Treasurer shall report the condition of the Club’s finances and every item of receipt and payment, not previously reported, at every meeting of the Board and the membership. At the Annual Meeting, they shall render an account of all monies received and expended during the previous year. The Treasurer shall also perform any other duties the President may delegate to the Treasurer. The Treasurer shall be bonded by the Club in such amount as the Board of Directors shall determine. The Treasurer shall cosign all checks with another member of the Board, appointed by the Board, who is not a member of the Treasurer’s family.

(e) Directors shall act as representatives of the Club’s members and perform any other duties delegated by the President.

Section 3. Vacancies.

A vacancy shall occur if an Officer or Director resigns, or the Board may consider a position vacant if an Officer or Director fails to attend at least half of scheduled Board meetings and half of club functions/meetings, unless reasonable cause is presented to the Board. If cause is deemed unacceptable by the Board, the Secretary shall notify the Officer or Director within ten (10) days of the Board’s decision. An interim appointment of the Board to fill the vacancy shall be accomplished in person, by phone, or mail within thirty (30) days of the last missed meeting. The appointed Officer or Director shall serve for the unexpired term of the specified office.

Section 4. Effect on Board Members if Territory Changes.

Members of the Board of Directors at the time of any changes in the boundaries shall always retain their right to serve the Club in the same or in any other Board position as long as they maintain continuous voting membership in the Club even though they would ordinarily become ineligible because of said boundary changes.
Article V.  

Meetings and Voting

Section 1.  

Club Meetings.

There shall be at least four (4) Club meetings each year, preferably, one (1) meeting per quarter. Meetings of the Club shall be held at such hour and place as determined by the Board of Directors. Written notice of such meetings shall be mailed by the Secretary at least seven (7) days prior to the date of the meeting. Notice of meetings shall be published in Newf News at least 30 days in advance or emailed / mailed by the Secretary, or their representative, at least fourteen (14) days prior to the meeting date. The quorum for such meetings shall be twenty percent (20%) fifteen percent (15%) of the voting membership. Joint voting memberships shall be considered two (2) members.

Section 2.  

Special Club Meetings.

Special Club meetings may be called by the President, or by a majority vote of the members of the Board who are present and voting at any regular or special meeting of the Board, and shall be called by the Secretary upon receipt of a petition signed by five (5) members of the Club or shall be called by the Secretary upon receipt of a petition signed by ten percent (10%) of voting Club members or notification by the President or Board members. Written notice/e-mail of such a meeting shall be sent by the Secretary at least five (5) days and not more than fifteen (15) days prior to the date of the meeting. Written notice/e-mail of such a meeting shall be sent by the Secretary at least five (5) days and not more than fifteen (15) days prior to the date of the meeting. Such notice shall state the purpose of the meeting and no other Club business may be transacted thereat. The quorum for such a meeting shall be twenty percent (20%) of the voting membership of the Club. The date, time and location of a Special meeting shall be determined by the President.

Section 3.  

Club Meetings by Mail.

Club meetings by mail may be called by the President whenever it becomes necessary to transact Club business. The Secretary shall act as the clearing house for such meetings. Written replies from twenty percent (20%) of the voting membership shall constitute a quorum for a Club meeting by mail. Upon notice from the President that a mail meeting is to be held, the Secretary will send a letter in duplicate, stating the business to be transacted, to all voting members. Replies will be made on one copy of the letter on which space shall be provided for either voting by simple check and/or for comments on each issue. Members shall retain the second copy of the letter for future reference. Members shall return the aforementioned letter to the Secretary within seven (7) days of receipt to be considered as “attending” the meeting. Members may vote on the issue(s) or provide their comments for future discussion in the event that there is a lack of a quorum to settle the matter. If the Issue(s) are not settled by the mail meeting, the issue(s) will be placed on the agenda for the next regular Club meeting.
Section 4. **Board Meetings.**

There shall be at least four (4) Board meetings per year, with at least two (2) being face to face. One (1) regularly scheduled Board meeting may be by teleconference at the discretion of the President. The date, time and place of the Board meetings shall be determined by the President. Written notice of each meeting shall be mailed / emailed to Board members by the Secretary at least seven (7) fourteen (14) days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the Board.

Section 5. **Special Board Meetings.**

Special meetings of the Board may be called by the President and shall be called by the Secretary upon receipt of a written request signed by at least three (3) members of the Board. Special meetings of the Board may be called by the President. The Secretary shall call a special meeting upon receipt of a written request signed by at least three (3) members of the Board. Special Board meetings may be by teleconference at the discretion of the President. Written notice - Email or mailed notice of such meeting shall be mailed sent by the Secretary at least seven (7) days and not more than fifteen (15) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. The privilege of Executive Session shall be available at all Board and general membership meetings.

Section 6. **Voting.**

Each voting member of the Club whose dues are paid for the current year shall be entitled to one (1) vote at any meeting of the Club. Proxy voting will not be permitted at any meeting or election.

Article VI. **The Club Year, Annual Meeting, Elections**

Section 1. **Club Year.**

The Club’s fiscal year shall begin on the 15th day of March and end on the 14th day of March of the following year. The Club’s official year shall begin immediately at the conclusion of the election at the Annual Meeting and shall continue through the election at the next Annual Meeting.

Section 2. **Annual Meeting.**

The Annual Meeting shall be held between May 1 and July 15 at which Officers and Directors for the ensuing year shall be elected by secret ballot from among those nominated in accordance with Sections 3 and 4 of this Article. The Secretary, Vice President, and three (3) Directors shall be elected at the Annual Meeting in even years; the President, Treasurer and two (2) Directors shall be elected at the Annual Meeting in odd years. Newly elected Officers and Directors shall take office immediately following the election, and each retiring Officer shall turn over to their successor in office all properties and records relating to that office within thirty (30) days after the election.
Section 3. **Elections.**

Officers and Directors shall be elected for two (2) year terms by secret ballot at the Annual Meeting. Ballots shall be counted by tellers as provided in Robert’s Rules of Order. The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The nominated candidates for Directors who receive the greatest number of votes for such positions shall be declared elected. Unopposed candidates may be elected by having the Secretary cast a unanimous ballot.

Section 4. **Nominations.**

No person may be a candidate in a Club election who has not been nominated. By February 1, the Board shall select a Nominating Committee consisting of three (3) members, not more than one of whom may be a member of the Board. The Board shall name a Chairperson for the Committee and it shall be such person’s duty to call a committee meeting during the month of February.

(a) The Committee shall nominate one (1) candidate for each office and position on the Board to be elected at the Annual Meeting, and after securing the consent of each person so nominated, the Chairperson shall notify the Secretary of the proposed slate of Officers and Directors by March 1.

(b) Upon receipt of the Nominating Committee’s report, the Secretary shall notify each member in writing of the candidates so nominated by March 15.

(c) Additional nominations may be made in writing to the Secretary by April 15. The proposer shall also present to the Secretary a written statement from the proposed candidate signifying willingness to be a candidate. No person may be a candidate for more than one position.

(d) The Secretary shall include the slate, including all nominees, with notification to members of the Annual Meeting.

(e) Nominations cannot be made at the Annual Meeting or in any manner other than as provided in this section.

Section 5. **Eligibility for Office.**

To be eligible to serve as an Officer or Director, a candidate must have been a member of the Club for one year and have attended at least two (2) Club meetings functions the previous year prior to nomination. To be eligible to serve as an Officer, a candidate must reside within the boundaries of the Club; Directors may reside outside the Club boundaries. No member who is an Officer or Director of any other Newfoundland Club, excepting the Newfoundland Club of America, Inc., shall serve as an Officer or Director of the Club.
Section 6. Term Limits.

Officers and Directors may not serve more than two consecutive terms on the Board, are limited by the following rules:

(a) For uninterrupted terms on the Board, an Officer or Board Member shall be eligible to succeed themselves only once.

(b) After one (1) year off the Board a member shall be again eligible to serve two consecutive terms of service.

(c) In the event that a member has been appointed to a partial term to fill a vacancy, the partial term shall not be considered for the purpose of determining if they are eligible to succeed themselves if as provided for under Section 6.

(d) The three previous items and notwithstanding appointments, no member shall serve more than six (6) consecutive years on the Board, regardless of the position(s) held.

(e) Term Limits may be waived in the event the nominating committee does not receive consent of a sufficient number of eligible club members to fill open positions.

Section 7. Members will be eligible for election one year post vacated position.

Article VII. Committees

Section 1. Establishment of Committees.

The Board may each year appoint standing will appoint committee(s) chairperson Chair(s) to advance the work of the Club in such ongoing matters as specialty shows, obedience trials, working trials, trophies, annual prizes, membership and other fields which may be well served by committees. Except for the Nominating Committee, a standing committee will be composed of the appointed Chairperson Chair and at least two (2) other Club members as needed appointed by the Chairperson Chair with the approval of the Board.

Section 2. Chairpersons Chair Reports.

All Chairpersons Chairs of standing committees shall maintain accurate records and file annual reports to the President of the Club:

(a) File timely reports to the President of the Club.

(b) Update or create a committee manual to include, but not be limited to:

(1) Selection of site requirements.

(2) Equipment and supplies needed for the event.

(3) Time frame for completing steps before the event.

(4) Cost of items used at the event.

Section 3. Special committees.

Special committees may be appointed by the Board to aid it on particular projects.

Section 4. Authority of Committees.

The committees shall always be subject to the final authority of the Board.
Section 5.  **Termination and Replacements of Committee Appointments.**

Any committee appointment may be terminated by a majority vote of the full membership of the Board and upon written notice to the appointee. The Board may appoint successors to those appointees whose services have been terminated.

Section 6.  **Budget.**

Each committee chair shall develop and submit a budget for their respective committee activities.

Article VIII.  **Discipline**

Section 1.  **Suspension.**

Any member who is suspended from the privileges of The American Kennel Club or the Newfoundland Club of America automatically shall be suspended from the privileges of this Club for a like period.

Section 2.  **Charges.**

Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or Newfoundlands. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of $50 which shall be forfeited if such charges are not sustained by the Board following a hearing. The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board meeting, and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing by the Board not less than three (3) weeks or more than six (6) weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by registered mail together with a notice of the hearing and an assurance that the defendant may personally appear in his own defense and bring witnesses if he wishes.

Section 3.  **Board Hearing.**

The Board shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. Should the charges be sustained, after hearing all the evidence and testimony presented by complainant and defendant, the Board may by a majority vote of those present, suspend the defendant from all privileges of the Club for not more than six months from the date of the hearing. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not restrict the defendant’s right to appear before his fellow members at the ensuing Club meeting which considers the Board’s recommendation. Immediately after the Board has reached a decision, its finding shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the
parties of the Board’s decision and penalty, if any.

Section 4.  **Expulsion.**

Expulsion of a member from the Club may be accomplished only at a meeting of the Club following a Board hearing and upon the Board’s recommendation as provided in Section 3 of this Article. Such proceeding may occur at a regular or special meeting of the Club to be held within sixty (60) days but not earlier than thirty (30) days after the date of the Board’s recommendation of expulsion. The defendant shall have the privilege of appearing in his own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board’s finding and recommendation, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The members shall then vote by secret ballot on the proposed expulsion. A two-thirds (2/3) vote of those present and voting at the meeting shall be necessary for expulsion. If expulsion is not so voted, the Board’s suspension shall stand.

Article IX.   **Amendments**

Section 1.  **Proposed Bylaw Amendments.**

Amendments to the Club’s bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary and signed by twenty percent (20%) of the voting membership in good standing. Amendments proposed by such petitions shall be promptly considered by the Board and must be submitted to the club members with recommendations of the Board by the Secretary for a vote within three (3) months of the date of receipt of the petition by the Secretary.

Section 2.  **Bylaw Amendments**

The Bylaws may be amended by a two-thirds (2/3) majority vote of the votes cast at any regular or special meeting called for the purpose provided the proposed amendments have been included with the notice of the meeting and mailed to each member.

Section 3.  **Review of Bylaws and Constitution.**

The Bylaws and Constitution shall be reviewed every five (5) years

Article X.   **Order of Business**

Section 1.  At meetings of the Club, the order of business, so far as the character and nature of the meeting may permit, shall be as follows:

- Roll call
- Minutes of last meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Reports of committees
- Election of Officers and Board (at Annual Meeting)
- Election of new members
Section 2. At meetings of the Board the order of business, unless otherwise directed by majority vote of those present, shall be as follows:

- Reading of minutes of last meeting
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Unfinished business
- New business
- Adjournment

Article XI. Dissolution

Section 1. The Club may be dissolved at any time by written consent of not less than two-third (2/3) of the voting members.

(a) In the event of dissolution of the Club, whether voluntary or by operation of law, none of the property of neither the Club, nor or any proceeds thereof, nor or any assets of the Club, shall be distributed to any member of the Club.

(b) After payment of the debts of the Club, its property and assets shall be given to a charitable organization selected by the Board for the benefit of Newfoundland dogs.

Article XII. Parliamentary Procedure

Section 1. Robert’s Rules of Order, Revised, shall govern the Club in all cases in which they are applicable and in which they are not in conflict with these bylaws.
The NCA Approved Judges List which is used in the selection of judges for NCA National and Regional Specialties will now include NCA Member Breeder judges residing outside of the fifty US states who are licensed to award championship points/certificates by an AKC approved organization and meet the same qualifications as an AKC Breeder Judge.

The Qualifications to be an automatic breeder judge for the NCA are the AKC “12-5-4” Method and are as follows:

- Individuals applying to the AKC as Newfoundland Breeder judges must meet the following minimum criteria:
  - Have 12 or more years’ experience exhibiting Newfoundlands in conformation.
  - Must be a member of a household where five or more Newfoundland litters have been bred and whelped.
  - Qualifying litters must have been whelped and raised on applicant's premises.
  - Qualifying litters must have produced four or more champions.

To be placed on the list and for AKC verification purposes please provide the following information and documentation on the above Newfoundland Breeder Judge qualifications:

Judge’s Name as it appears with the licensing organization:

First Name: ___________________________ Middle Initial: ___ Last Name: ___________________________

Judge’s Address:

Street: ____________________________________________

City: ___________________________ State: ___________________________

Postal Code: ______________ Country: ___________________________

Licensing Organization: ___________________________________________

Judge’s Identification/Number with this organization: ___________________________

Please return this form so it may be processed to:

SSC Committee Member
Street
City, Postal Code, USA
date