Newfoundland Club of America, Inc.
Board of Directors
Teleconference Meeting
8:00 p.m. Eastern Time
March 20, 2014

Agenda

1. AKC Delegate’s Report (David Helming)

2. Approval of minutes
   • Minutes of the February 20, 2014 meeting

3. President’s Report (Pam Saunders)
   • Parliamentarian update

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 February, 2014 meeting and the March 20, 2014 agenda packet; Annual Membership Meeting Notice was mailed March 10th
   • Report on NCA Applicant vote
   • Report on Honorary Membership Vote
   • Develop policy on the handling of ties in the NCA Board elections.

7. Corresponding Secretary’s Report (Pam Rubio)

8. Treasurer’s Report (Mary L. Price)

9. Committee Reports
   • ad hoc Breeders List Guidelines Committee
     o Draft of recommendations for the Board
   • Digital Distribution Committee
     o As with the previous 3 years, the committee is requesting permission to utilize Constant Contact to send out electronically the Daily News from the National Specialty.
A process of cleaning up the wireframes for a mobile site proposal has begun. The committee is requesting approval to start looping in committees to work on specific content/image areas as outlined in the Content Assignment Policy: http://www.ncanewfs.org/committees/pdfs/EPPCPolicy/ContentAssignmentPolicy.pdf

February Online Activity Report

Electronic Publications Policy Committee
- Report on committee recommendation regarding combining Newf Tide Policy Committee and Electronic Publications Policy Committee

Financial Oversight Committee
- Committee discharge

Membership Committee
- Approval of the membership renewal form
- Report on costs of the membership application process

Newfoundland Ambassador Committee
- Newf Ambassador Committee has unanimously agreed to request that Sandy Gabel be given a period of up to 6 months to be inactive on the Newf Ambassador Committee because of her current circumstances. If approved, her ability to return to full activity on the committee would be evaluated at the end of that time period.

NCA Policy Manual
- Arbitration Committee chapter
- Attorney chapter
- Awards Committee

Recognition Committee
- Request for recognition of Water Dog re-qualifiers. There are some members who have re-qualified at the Water Dog level and they should be recognized.
- Update – Per the change in policy, the letter to obedience pin recipients was updated to remove the reference to the pin being engraved with the title.

Regional Club Committee
- Update from chair

Rescue Prevention Committee
- In response to the NewfTide coupon item from the February 20, 2014 meeting, the Rescue Prevention Committee requests that 120 of the 1st Quarter 2014 issue be printed for the committee. For the printing of the 4th Quarter 2014 issue, the committee would need 140.
- Answers! page online tutorial concept

ad hoc Social Media Committee
- Preliminary report for consideration by the Board.
• Specialty Show Committee  
  o NCA International member breeder judges’ application form (from 2/20/14)

• Steering Committee  
  o Report of results of NCA membership survey

• Working Dog Committee  
  o Committee recommendations regarding the updating and clarification of the requirements to become a working test judge and the process to move through the judging levels.

10. Executive Session  
• Approval of NCA Applicants

• Committee Appointments  
  o Electronic Publications Policy Committee  
  o Newf Tide Policy Committee  
  o Rescue Prevention Committee  
  o Technical Resources Advisory Committee

• Regional Club Actions

• Grievance

11. Unfinished Business  
• NCA Governing Documents Review Committee  
  o Simply Voting report (from 8/15/13)

• Specialty Show Coordinating Committee  
  o Develop recommendations for trophy fundraising and uniform trophies with accompanying samples to be presented at the Board’s April 2014 face-to-face meeting.

• Working Dog Committee:  
  o Review of the written water and draft tests taken by prospective water and draft judges. (from 11/1-3/13)  
  o Review of check-in time procedures at Water Tests with a report due to the Board by the February 6, 2014 agenda deadline. (from 11/1-3/13) (updated 1/16/14)  
  o Review of equipment check-in procedures at tests by the February 6, 2014 agenda deadline. (from 11/1-3/13) (updated 1/16/14)  
  o Clarification of equipment failures at tests by the February 6, 2014 agenda deadline. (from 11/1-3/13) (updated 1/1/6/14)  
  o Develop a method to “unflag” judges who have been placed on suspension (from 2/20/14)
12. New Business

- Discussion Item: To reconsider the Rescue Prevention Committee’s AKC coupon program to determine if there are alternatives that are more cost efficient, such as possibly sending the *Newf and You* instead of *Newf Tide*. (Pam Saunders)

- Discussion Item: Clarification of the policy of the titles printed on rosettes, certificates, water test/draft test catalogs, *Newf Tide* and *Annual of Titlists*. Current policy is only AKC, CKC and NCA titles are used but there is confusion about NCA draft and water re-qualifications. (Pam Saunders)

- Discussion Item: To consider NCA committees’ duties and job descriptions and the overlap of such. (Pam Saunders, Maredith Reggie)

- Discussion Item: Proposal and demonstration from an NCA member for an NCA mobile application. (Lynne Anderson-Powell)

13. Adjournment
Assignment of responsibility for editorial oversight for content section of the NCA Electronic Publications

AKC Delegate
   Page Name: http://www.ncanewfs.org-committees/pages/akcdelegate.html

AKC Legislative Liaison
   Page Name: www.ncanewfs.org committees/pages/legcomm.html
   includes all linked following pages
   Page Name: http://www.ncanewfs.org-committees/pages/Legliason.html

AKC Task Force
   Page Name: http://www.ncanewfs.org-committees/pages/akctaskforce.html

Arbitration
   Page Name: http://www.ncanewfs.org-committees/pages/arbitration.html

Awards
   Page Name: http://www.ncanewfs.org-committees/pages/awards.html
   Page Name: http://www.ncanewfs.org/hof/dogs/producers.html
   Page Name: http://www.ncanewfs.org/hof/dogs/heroic.html
   Page Name: http://www.ncanewfs.org/hof/dogs/ROM.html

Board
   Page Name: www.ncanewfs.org/index
   Page Name: www.ncanewfs.org/board (includes all following linked pages)
   Page Name: www.ncanewfs.org/publications.shtml
   includes linked following pages except policy manual
   Page Name: www.ncanewfs.org/newfs/standard.html
   Page Name: www.ncanewfs.org/nca.shtml

NCA E-Notes
NCA Facebook Page
Breeder Referral
Page Name: http://www.ncanewfs.org/committees/pages/breederreferral.html

Breeders Education
Page Name: www.ncanewfs.org/education.shtml – includes following linked pages
Page Name: http://www.ncanewfs.org/committees/pages/breedered.html

Breeders List
Page Name: www.ncanewfs.org/membership/pdfs/Breederslistapp092.pdf
Page Name: www.ncanewfs.org/breeder.shtml
Page Name: http://www.ncanewfs.org/committees/pages/breederlist.html

Committee Liaison
Page Name: www.ncanewfs.org/committees.shtml - includes the following pages:
/pages/commopenings.html
/pages/commprocedures.html

Companion Newf
Page Name: www.ncanewfs.org/working/sar/index.html
www.ncanewfs.org/working/service/service.html
www.ncanewfs.org/working/therapy/index.htm
www.ncanewfs.org/working/freestyle/index.htm
www.ncanewfs.org/working/flyball/index.htm
Page Name:
http://www.ncanewfs.org/committees/pages/companionnewf.html

Constitution & By-Laws Revision
Page Name: http://www.ncanewfs.org/committees/pages/candbl.html
Corresponding Secretary:

Page Name: www.ncanewfs.org/working/obedience.html (award reports)
  www.ncanewfs.org/working/tracking.html (award reports)
  www.ncanewfs.org/working/agility.html (award reports)
  www.ncanewfs.org/conformation.html (award reports)

CTMB

Site Name: www.ncacharities.org
Site Name: www.newfbooks.org
Page Name: www.ncanewfs.org/members/pages/OFAdiscount.html
NCA Causes Facebook Page
MissionFish Page

“Distinguished Member”

Page Name: http://www.ncanewfs.org/committees/pages/distmem.html
Page Name:
http://www.ncanewfs.org/committees/pages/distmemcomm.html

Electronic Publications Policy Committee

Page Name: http://www.ncanewfs.org/committees/pages/eppc.html

General Education

Site Name: www.newfpuppy.com and www.newfoundlandpuppy.org
Page Name: www.ncanewfs.org/newfs/pages.html (Newf Know-How Articles)
Page Name: http://www.ncanewfs.org/committees/pages/gened.html

Health & Longevity

Page Name: www.ncanewfs.org/health.shtml includes all following pages
Page Name: http://www.ncanewfs.org/committees/pages/handl.html

Historian & Archives

Page Name: www.ncanewfs.org/newfs/history/pages/index.html and following linked pages
International Liaison
  Page Name: http://www.ncanewfs.org/committees/pages/intliaison.html

Judges Education
  Page Name: www.ncanewfs.org/judgesed/index/html – and following linked pages
  Page Name: http://www.ncanewfs.org/committees/pages/jec.html

Junior Scholarship
  Page Name: http://www.ncacharities.org/juniorscholarship.html

Juniors
  Page Name: http://www.ncanewfs.org/committees/pages/juniors.html

Membership
  Page Name: www.ncanewfs.org/members.shtml – includes following linked pages except:
    /pages/OFAdiscount.html – CTMB
    /pages/Annual.html – Annual of Titlists Editor
    /pages/NTPhotocontest.html – NT Photo Contest Coordinator
    /pdfs/NCANominationPetition09.pdf – Nominating Committee
    /pdfs/Breederslistapp092.pdf – Breeder List
  Page Name:
  http://www.ncanewfs.org/committees/pages/membershipchair.html
NCA Policy Manual

Page Name: www.ncanewfs.org/publication/pdfs/policymanul08vol1.pdf
www.ncanewfs.org/publication/pdfs/policymanul08vol2.pdf
www.ncanewfs.org/nca/pages/polman2.html

Newfoundland Health Challenge

Page Name: http://www.ncacharities.org/healthchal.html – includes all linked following pages

Newf Tide

Page name: www.ncanewfs.org/members/pages/Annual.html – Annual of Titlists Editor
www.ncanewfs.org/members/pages/NTPhotocontest.html
NT Photo Contest Coordinator
Page Name: www.ncanewf.org/newftide.shtml – includes all linked following pages
Page Name: http://www.ncanewfs.org/committees/pages/ntpc.html

Nominating

Page Name: www.ncanewfs.org/members/pdfs/NCANominationPetition09.pdf
Page Name: http://www.ncanewfs.org/committees/pages/nominating.html

Obedience

Page Name: www.ncanewfs.org/working/obedience.html
www.ncanewfs.org/working/tracking.html
www.ncanewfs.org/working/agility.html
Page Name: http://www.ncanewfs.org/committees/pages/obedience.html

Publicity

Page Name: http://www.ncanewfs.org/committees/pages/publicity.html
Page Name: http://www.ncanewfs.org/columns/columns.html (AKC Breed Columns)
Recognition
  Page Name: www.ncanewfs.org/conformation.html (awards report)
  Page Name: http://www.ncanewfs.org/committees/pages/recognition.html

Regional Club Committee
  Page Name: http://www.ncanewfs.org/committees/pages/RCC.html

Regional Club Liaison (with input from RCC)
  Page Name: www.ncanewfs.org/regclubs.shtml – includes all following linked pages
  Page Name: http://www.ncanewfs.org/committees/pages/RCL.html

Rescue Network
  Site Name: www.ncarescue.org

Rescue Prevention (REACt)
  Page Name: www.ncanewfs.org/committees/pages/REACt/REACtmain.html
    includes all following linked pages
  Page Name: http://www.ncanewfs.org/committees/pages/REACt.html

Research Advisory
  Page Name:
  http://www.ncanewfs.org/committees/pages/researchadvisory.html

Specialty Show
  Site Name: www.ncanationalspecialty.org - can be transferred to Regional Club in cases where a Regional Club is hosting a National Specialty – this site is hosted on a separate account from all other NCA sites to allow transfer of ftp codes without compromising the security of other NCA sites.
  Page Name: www.ncanewfs.org/specialtyshow.specialties.html
    includes linked following pages
  Page Name: http://www.ncanewfs.org/committees/pages/specialtyshow.html
Steering
  Page Name: http://www.ncanewfs.org/committees/pages/steering.html

Sunshine
  Page Name: http://www.ncanewfs.org/committees/pages/sunshine.html

Technical Resources
  Site Name: www.ncadogs.org – this URL is used as mail server only
  Site Name: www.ncadatabase.org
  Page Name: www.ncanewfs.org/contacts.shtml (linking page only) – Web Developer
  Page Name: www.ncanewfs.org/events/main.php – Web Developer
  Page Name: http://www.ncanewfs.org/committees/pages/techresources.html

TOD/TODD
  Page Name: http://www.ncanewfs.org/hof/dogs/TOD.html
  Page Name: http://www.ncanewfs.org/committees/pages/todtodd.html

Versatile Newfoundland
  Page Name: http://www.ncanewfs.org/hof/dogs/VN.html
  Page Name: http://www.ncanewfs.org/committees/pages/vn.html

Working Achievement
  Page Name: www.ncanewfs.org/working/achievementaward/index.htm
  Page Name: http://www.ncanewfs.org/committees/pages/workingachievement.html

Working Dog Committee
  Page Name: www.ncanewfs.org/working/working.html
    www.ncanewfs.org/working/water/index.html – includes following linked pages
    www.ncanewfs.org/working/draft/index.html – includes following linked pages
  Page Name: http://www.ncanewfs.org/committees/pages/wdc.html
PROPOSED MOBILE OPTOMIZATION
AND
REVISED NAVIGATION SCHEMATIC

NEWFOUNDLAND CLUB OF AMERICA
MARCH 2014
Image Slideshow - Rescued Newfs, Health Challenge

Spread the word/Share

Updates

Donation Ask rotating

Support:
eBay
Lizzie
Amazon
Purina
99 Newfs

Image Links to 9 Rescue Stories

Current Studies
Member Rebates
DNA Submission
Library

Take Action Item
Search
About Us/Contact
OFA
CHIC
CHF

NCA Home Privacy Site Map Legal Contact Copyright
Content Management Profile

Domain Name: ncacharities.org

Information Cluster: Main Charitable Trust

Native Content:
1. Donate
2. Support (fundraisers)
3. Giving Center
4. About (CTMB, minutes)
5. Endowment

Target Audience: donors

Content Responsibility:
CTMB

Image/Video Content:
1. rescued newfs
2. health studies/issues

Linked Content:
1. Library (newfbooks.org)
2. Curent Studies (newfhealth)
3. Member Rebates (nca)
4. DNA submission (newfhealth)
5. Rescue Stories (rescue)
Contrary to popular belief, consider this: selecting a Newf.

Image Slideshow - Responsible Breeder

Evaluating Website
Researching a Breeder

Breeder's List

Newf Ambassadors
Breeder Education Center
BEC Mentors
Breeder's List Forms

Best Practices
Health
Rescue
Taking Care of your Puppy
Content Management Profile

Domain Name: newfoundlandbreeder.com

Information Cluster: Breeders

Target Audience: Prospective Buyers, Breeders, Novice Breeders

Content Responsibility:

Breeder’s List
BEC
Breeder Referral
Gen Ed

Image/Video Content:

1. Responsible Breeder Images
2.
3.
4.
5.
6.
7.
8.
9.

Native Content:

1. Breeder Ed Library
2. Evaluating a Breeder Website
3. Researching a Breeder online
4. Breeder list application
5.
6.
7.
8.
9.

Linked Content:

1. BEC Mentors
2. Selecting
3. Contrary to...
4. Consider This...
5. Ambassadors
6. Event Calendar
7. Breeders List
8.
9.
Content Management Profile

Domain Name: newfpuppy.com

Information Cluster: puppy buyer info

Target Audience: prospective buyers

Content Responsibility: Gen Ed

Native Content:
1. Newf & You
2. Selecting Your Newfoundland
3. Title Listing
4. Contrary to Popular Belief
5. Consider This
6.
7.
8.
9.

Image/Video Content:
1. Growing Puppies
2. Responsible Breeder Activities
3.
4.
5.
6.
7.
8.
9.

Linked Content:
1. Breeders List
2. Health Info
3. Standard
4. History
5. Evaluating Breeder Website
6. Researching Breeder Online
7. Newf Ambassadors
8. Newf Know How, Lifestages content
9. Event Calendar
Image Slideshow - Growing Puppies, Newfs Gone Bad
Content Management Profile

Domain Name: newfoundlandpuppy.org

Information Cluster: Taking Care of Your Puppy

Target Audience: new owners

Content Responsibility:

Gen Ed
Newf Ambassadors
RPC (Lifestages)

Image/Video Content:

1. Newfs Gone Bad
2. Growing Puppies
3.
4.
5.
6.
7.
8.
9.

Native Content:

1. Newf Know How
2. Newf Ambassador Resources
3. Lifestages content
4.
5.
6.
7.
8.
9.

Linked Content:

1. Newf & You
2. History
3. Working
4. Health
5. Regional Clubs
6. Library
7. Event Calendar
8. Activity Articles (ncadogs)
9.
Image Slideshow - Vintage/Historical

Art
History Feature rotating
Literature

Hall of Fame
Image Links to VN’s
WA’s
ROM’s
Kennel Histories
Honorary Mem.
Kurth Award

Breed History

Share
Pinterest
Facebook

Search
Books
Antiques & Collectibles
**Content Management Profile**

**Domain Name:** thenewfoundland.org

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<th>Information Cluster: All Things Historical</th>
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<th>Target Audience: Breed students, breed fanciers</th>
<th>Linked Content:</th>
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<th>Content Responsibility:</th>
<th>1. Library</th>
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<th>Historian</th>
<th>2. VN's (autogenerate)</th>
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<th>Native Content:</th>
<th>3. WA's (autogenerate)</th>
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<table>
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<tr>
<th>1. History - famous Newfs</th>
<th>4. ROM's (autogenerate)</th>
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<tr>
<th>2. Art</th>
<th>5. Art (Pinterest)</th>
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<tr>
<th>3. Written Breed Histories</th>
<th>6. Iron Newfs (Pinterest)</th>
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<th>4. Antiques and Collectibles</th>
<th>7. Movies (Squidoo)</th>
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<th>5. Hall of Fame</th>
<th>8. History of NCA (NCA)</th>
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| 9. | |
Content Management Profile

Domain Name: ncanewfs.org

Information Cluster: main

Target Audience: public, members

Content Responsibility:
- DDC
- 2nd VP
- Leg Liaison
- Membership Chair

Image/Video Content:
1. main slideshow

Linked Content:
1. Activities (ncadogs)
2. Working (ncadogs)
3. JEC (ncadogs)
4. BEC (newfoundlandbreeder)
5. Puppy Info (newfpuppy & newfoundland-puppy)
6. Specialty Show (ncadogs)
7. Health
8. Rescue

Native Content:
1. Newf Tide
2. Policy Manual
3. Code of Ethics
4. By-Laws
5. Meeting Agendas, Minutes, Summaries
6. Event Calendar
7. Legislation
8. Committees
9. Membership
Image Slideshow - Working Dogs in all areas

Regional Clubs
  Training Links

Events

Image Links to
  Water Obedience
  Draft Flyball
  Service Freestyle
  SAR Tracking
  Therapy Agility

Conformation Corner

VN
WA
ROM

National Specialty
Regional Specialty

Share
  Facebook
  Pinterest

Search

JEC

Working Judges Corner

NCA Home Privacy Site Map Legal Contact Copyright
Content Management Profile

Domain Name: ncadogs.org

Information Cluster: Activities

Target Audience: breed enthusiasts

Content Responsibility:

Working Dog
Companion Newf
Performance Events
JEC
Specialty Show

Linked Content:

1. calendar (ncanewfs)
2. VN
3. WA
4. ROM
5. JEC Mentors
6. Working Judges
7.
8.
9.

Native Content:

1. Working Dog
2. Activity Articles
3. Specialty Show
4. Conformation Corner
5. JEC
6.
7.
8.
9.
Image Slideshow -
## Content Management Profile

**Domain Name:** newfoundlandclubofamerica.com

<table>
<thead>
<tr>
<th>Information Cluster: Publications/original content</th>
<th>Image/Video Content:</th>
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<tbody>
<tr>
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<tr>
<th>Target Audience: breed fanciers</th>
<th>2.</th>
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<th>Content Responsibility:</th>
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<th>DDC</th>
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<tr>
<td>Regional Club Liaison</td>
<td>5.</td>
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<th>Native Content:</th>
<th>6.</th>
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<tbody>
<tr>
<td>AKC Gazette Columns</td>
<td>7.</td>
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<tr>
<td>Roger Powell Columns</td>
<td>8.</td>
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<tr>
<td>Companion Newf Articles</td>
<td>9.</td>
</tr>
<tr>
<td>Regional Club Resources</td>
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<tr>
<td>Newf Tide Index</td>
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<th>Linked Content:</th>
<th>7.</th>
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|                                 | 9. |
Image Slideshow - adopt/foster/donate/volunteer

Spread the word/Facebook Share

Find Local Contacts

Donation Ask rotating

Resources

Image Links to 9 Rescue Stories

Petfinder

Take Action Item

Search

About Us/Contact

Reference Library
Domain Name: ncarescue.org

Information Cluster: Rescue Main

Target Audience: adopters/donors

Content Responsibility:

CTMB

Native Content:

1. Rescue Policies
2. Sample Forms
3. Reference Library
4. Rescue Stories

Linked Content:

1. Rescue Contacts
Image Slideshow - health

Inherited Disorders

Updates/Featured Articles

Health Challenge

Position Statements

Image Links to Studies

Podcasts

Video Seminars

Puppy Buyer Health Info

Health Articles

Video Seminars

Resources

Search

OFA

CHIC

Specialists

Clinics
Content Management Profile

Domain Name: newfoundlandhealth.org

Information Cluster: Health

Target Audience: public, breeders, fanciers

Content Responsibility:

H & L
Health Challenge
TOD/D

Image/Video Content:

1.
2.
3.
4.
5.
6.
7.
8.
9.

Native Content:

1. Position Statements- Health
2. Articles
3. Health Challenge
4. Inherited Disorders
5. DNA
6. Puppy Buyer Health Info
7. Health Testing
8.
9.

Linked Content:

1. Podcasts
2. TOD/D
3. Rebates
4. video seminars (Youtube)
5.
6.
7.
8.
9.
Image Slideshow - hall of fame (VN, WA, ROM, etc.)

Versatile Newfoundland

Find A Dog

Register of Merit

Position Statements/Data-title policies

Image Links to job database
Committees Regional Club
JEC Mentors BEC Mentors
Working Judges
Breeders List Rescue
Newf Ambassador

Newf Tide Picture Index

Help
Search
OFA
AKC

Admin

NCA Home Privacy Site Map Legal Contact Copyright
Content Management Profile

Domain Name: ncadatabase.org

Information Cluster: Data
Target Audience: breed fanciers, members

Content Responsibility:
Database Committee
DDC

Job Database Contents:
1. BEC Mentors
2. JEC Mentors
3. Newf Ambassadors
4. Working Judges
5. Breeders List
6. Rescue
7. Regional Clubs
8. Committees
9.

Native Content:

1. Dog Database
2. Job Database (new)
3. Award Listings (VN, WA, ROM, TOD/D)
4.
5.
6.
7.
8.
9.

Linked Content:

1.
2.
3.
4.
5.
6.
7.
8.
9.
Website Report February 2014

Current Status:

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

In January 540 visitors to newfdogclub.org were redirected to ncanewfs.org. Top 5 referral sites were contacted and asked to update their links.

NCANewfs.org —

Statistics for NCANewfs.org

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td>12357</td>
<td>19796</td>
<td>75676</td>
<td>375254</td>
<td>21.85 GB</td>
</tr>
<tr>
<td>Feb</td>
<td>12296</td>
<td>19388</td>
<td>78198</td>
<td>382097</td>
<td>24.89 GB</td>
</tr>
</tbody>
</table>

Top 5 Pages continue to be: Homepage, Calendar, Breeders List, All About Newfs, Regional Clubs
These pages got between 970-12000 hits in February

RPC Answers Page – February – 1 hit

Wreath Image Map for RPC stories was removed and replaced with original (non-holiday) page

Lifestages Subscription Page – February 165 hits (Lifestages is shared on 26 Newfoundland forums on Facebook each time someone posts about getting a new puppy)

Top Downloads- NCA Info Brochure, Real Vs. Myth Quiz, Newf and You, Specialty Guide 09, Looking for a Puppy

Top Referral Links – Westminster, AKC Classified, Facebook, AKC Breeder Search, NCA National

NCA Currently manages 61 email accounts and 55 email forwarders

Recent Action Items have included:

• Updated pages as content received – committees, minutes, summaries, agendas, contacts, etc.
• Updated index page – posted e-Notes articles, promoted surveys, provided Westminster marketing
• Updated committee personnel pages, email accounts, added email accounts for teleconferences
• Returned original layout design for RPC stories page
• Deployed Zip Code Search code and tested, continued development of Newf Ambassador pages

AddThis™ Analytics 2/1/14-2/28/14 - 249 shares, 623 clicks. 209 shares utilized the share bar. Most popular shares in were:

• Breeders List Map
• Index Page
• Regional Club Map
• All About Newfs
• Rescue Map
**NCADatabase.org** –

Statistics for NCADatabase.org

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2013</td>
<td>512</td>
<td>963</td>
<td>10949</td>
<td>16245</td>
<td>222.82 MB</td>
</tr>
<tr>
<td>Jan 2014</td>
<td>614</td>
<td>1043</td>
<td>10521</td>
<td>13998</td>
<td>208.89 MB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>611</td>
<td>974</td>
<td>8003</td>
<td>11913</td>
<td>153.52 MB</td>
</tr>
</tbody>
</table>

Account was moved from InMotion Hosting to Bluehost due to customer service and technical support issues. Database will be full ported and deployed onto Bluehost site in March. Account management/payment switch from Dan Carr to Marylou Zimmerman will be completed in March.

**NCACarities.org** –

Statistics for NCACarities.org

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2013</td>
<td>727</td>
<td>999</td>
<td>2485</td>
<td>11597</td>
<td>281.77 MB</td>
</tr>
<tr>
<td>Jan 2014</td>
<td>567</td>
<td>821</td>
<td>1814</td>
<td>9936</td>
<td>196.52 MB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>542</td>
<td>743</td>
<td>1472</td>
<td>8405</td>
<td>203.96 MB</td>
</tr>
</tbody>
</table>

**Action Items** -
- updated pages as needed- minutes, etc.
- promoted Amazon.com option – February e-Notes, Facebook

**EBay - PayPal Giving Fund** –

$1,474.63 [total funds raised to date](#)
$1009.63 from [Community Seller listings](#)
$0.00 from [Direct Seller funds raised](#)
$146.25 from [Donate Now donations](#)
$318.75 from [Give at Checkout donations](#)

**Newfbooks.org** – aStore through Amazon.com

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2013</td>
<td>455</td>
<td>716</td>
<td>1232</td>
<td>2425</td>
<td>21.87 MB</td>
</tr>
<tr>
<td>Jan 2014</td>
<td>382</td>
<td>707</td>
<td>1404</td>
<td>2221</td>
<td>13.58 MB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>300</td>
<td>537</td>
<td>1128</td>
<td>1706</td>
<td>11.69 MB</td>
</tr>
</tbody>
</table>

**Amazon.com Statistics 1/1/14-1/31/14**

<table>
<thead>
<tr>
<th></th>
<th>Items Shipped</th>
<th>Revenue</th>
<th>Referral Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Amazon.com Items Shipped</td>
<td>14</td>
<td>$500.63</td>
<td>$26.09</td>
</tr>
<tr>
<td>Total Third Party Items Shipped</td>
<td>59</td>
<td>$1095.28</td>
<td>$61.64</td>
</tr>
<tr>
<td>Total Items Shipped</td>
<td>73</td>
<td>$1595.91</td>
<td>$87.73</td>
</tr>
<tr>
<td>Total Items Returned</td>
<td>-1</td>
<td>-$4.99</td>
<td>-$0.20</td>
</tr>
<tr>
<td>Total Refunds</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Referral Fees</td>
<td>72</td>
<td>$1590.92</td>
<td>$87.53</td>
</tr>
</tbody>
</table>

Amazon.com shortcut page – 120 hits in February
**NCARescue.org** –

Statistics for NCARescue.org

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2013</td>
<td>4490</td>
<td>5476</td>
<td>9898</td>
<td>169563</td>
<td>7.50 GB</td>
</tr>
<tr>
<td>Jan 2014</td>
<td>4578</td>
<td>5636</td>
<td>9583</td>
<td>165203</td>
<td>6.94 GB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>4181</td>
<td>5016</td>
<td>8408</td>
<td>148025</td>
<td>6.75 GB</td>
</tr>
</tbody>
</table>

*Action Items:*  
- Updated contacts and info as needed

**NewfPuppy.com** –

Statistics for Newfpuppy.com

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2014</td>
<td>2871</td>
<td>3986</td>
<td>6769</td>
<td>66785</td>
<td>1.37 GB</td>
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<td>Feb 2014</td>
<td>2514</td>
<td>3526</td>
<td>6294</td>
<td>46627</td>
<td>1.32 GB</td>
</tr>
</tbody>
</table>

Statistics for Newfoundlandpuppy.org

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2014</td>
<td>597</td>
<td>977</td>
<td>2039</td>
<td>7554</td>
<td>174.03 MB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>748</td>
<td>1096</td>
<td>2143</td>
<td>23159</td>
<td>459.15 MB</td>
</tr>
</tbody>
</table>

*Action Items:*  
- Newf and You downloads- 608 copies of The Newfoundoundland and You were downloaded in February

**Google AdWords™ Information: 2/1 – 2/28/14**

<table>
<thead>
<tr>
<th>Clicks</th>
<th>Impr.</th>
<th>CTR</th>
<th>Avg. CPC</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>159</td>
<td>15144</td>
<td>1.05%</td>
<td>$0.23</td>
<td>$37.24</td>
</tr>
</tbody>
</table>

**NCANationalSpecialty.org** –

<table>
<thead>
<tr>
<th>Month</th>
<th>Unique visitors</th>
<th>Number of visits</th>
<th>Pages</th>
<th>Hits</th>
<th>Bandwidth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 2014</td>
<td>1951</td>
<td>3749</td>
<td>5960</td>
<td>47099</td>
<td>3.0 GB</td>
</tr>
<tr>
<td>Feb 2014</td>
<td>1833</td>
<td>3202</td>
<td>5111</td>
<td>40364</td>
<td>3.23 GB</td>
</tr>
</tbody>
</table>

*Action Items:*  
- continued promotion of deadlines, etc.  
- 827 Specialty packets downloaded in February, 2266 individual forms were downloaded
Electronic Newsletter Report January 2014

<table>
<thead>
<tr>
<th>Issue</th>
<th>Sent</th>
<th>Bounces</th>
<th>Opens</th>
<th>Clicks</th>
<th>Forwards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue 1.14</td>
<td>2760</td>
<td>2.2% (62)</td>
<td>45.9% (1239)</td>
<td>35.5% (440)</td>
<td>0.6% (7)</td>
</tr>
<tr>
<td>Issue 2.14</td>
<td>2840</td>
<td>3.7% (106)</td>
<td>33.2% (907)</td>
<td>22.8% (207)</td>
<td>0.1% (1)</td>
</tr>
<tr>
<td>Industry Average</td>
<td>5.9%</td>
<td>20.0%</td>
<td>12.3%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Each article from e-Notes now being posted individually on the homepage (ncanewfs.org) over the course of the following month.

**Contact List:**

Contacts as of 1/31/14 - 2919
- new – 107
- Removed - 15
- Do Not Mail – 0
- Growth - 92

Active Contacts – 2/28/14 – 3007

Will update member emails when spreadsheet received from Membership Chair.
Added/updated contacts from current Steering Committee Survey

**Current Lists:**
- Board – 15 contacts
- Committee Chairs – 34 Contacts (note- updated list received from Lynne 12/29/13) – to be updated 2/14
- General Interest – 2837
- NCA Members – 985
- Regional Club Contacts – 20 (updated info received from Pam R. 11/14/12)

**Surveys:**

Steering Committee survey launched January 2014 – 502 responses to date – 175 requests for membership info and 241 updates and 7 adds to mailing list.

Newf Ambassador feedback forms being run through Constant Contact to facilitate reporting to committee
Social Media Report February 2014

Facebook™:

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

Newfoundland Club of America – 6488 (2/28/14) fans – This page contains postings of general NCA info – links to Agendas/Minutes, AKC Registration Pledge, DNA Submission, Photo Contest, etc. Postings of excerpts from Newfpuppy.com are highlighted on a weekly basis.

Newfoundland Club of America Charitable Trust – Migrated Causes™ page to Facebook, as FB no longer supports non-native app displays, built page, and began promoting to build Likes. Since CTMB now has it’s own page, could potentially alter the paid promotion of posts to split 50/50 or have CTMB pay for an additional promotion.

Newfoundland Club of America Juniors – 503 (2/28/14) fans – administered by the NCA Juniors Committee - highlights juniors news and info. Promoted juniors participating in Westminster across all channels in January

Facebook Posts – 13 posts in January 2014 - total reach on 36218 paid reach of 2590 ($10.00)

<table>
<thead>
<tr>
<th>Post Message</th>
<th>Posted</th>
<th>Total Reach</th>
<th>Paid Reach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Real vs Myth Quiz</td>
<td>2/28/14 5:14 PM</td>
<td>2548</td>
<td>0</td>
</tr>
<tr>
<td>1893 Stud Book Image</td>
<td>2/27/14 4:51 PM</td>
<td>2051</td>
<td>0</td>
</tr>
<tr>
<td>2014 Annual Meeting Notice</td>
<td>2/26/14 8:21 PM</td>
<td>668</td>
<td>0</td>
</tr>
<tr>
<td>Blind Newf Draft Story</td>
<td>2/24/14 10:33 AM</td>
<td>2273</td>
<td>1090</td>
</tr>
<tr>
<td>Tip of the Week- Health Clearances.</td>
<td>2/22/14 6:26 PM</td>
<td>4876</td>
<td>0</td>
</tr>
<tr>
<td>Best of Breed from the 1978 Nationa</td>
<td>2/20/14 8:07 PM</td>
<td>2349</td>
<td>0</td>
</tr>
<tr>
<td>Are you a Work-A-Holic?</td>
<td>2/16/14 2:06 PM</td>
<td>2794</td>
<td>0</td>
</tr>
<tr>
<td>Mary Lou Roberts Obit</td>
<td>2/16/14 9:03 AM</td>
<td>2626</td>
<td>0</td>
</tr>
<tr>
<td>First NCA Draft Test</td>
<td>2/13/14 9:03 PM</td>
<td>3480</td>
<td>0</td>
</tr>
<tr>
<td>Congratulations to Kaitlyn Benedict</td>
<td>2/11/14 5:42 PM</td>
<td>2705</td>
<td>0</td>
</tr>
<tr>
<td>Live feed Westminster</td>
<td>2/11/14 9:46 AM</td>
<td>2062</td>
<td>0</td>
</tr>
<tr>
<td>NCA Board Election results</td>
<td>2/9/14 10:09 AM</td>
<td>1641</td>
<td>0</td>
</tr>
<tr>
<td>Westminster Promo</td>
<td>2/7/14 8:20 AM</td>
<td>3150</td>
<td>0</td>
</tr>
<tr>
<td>Newfoundlands 1935 Westminster video</td>
<td>2/6/14 7:48 AM</td>
<td>3724</td>
<td>0</td>
</tr>
<tr>
<td>Kaitlyn Bio</td>
<td>2/5/14 6:52 PM</td>
<td>2539</td>
<td>0</td>
</tr>
<tr>
<td>Becker Bio</td>
<td>2/5/14 6:48 PM</td>
<td>2127</td>
<td>0</td>
</tr>
<tr>
<td>Westminster Promo</td>
<td>2/4/14 6:12 PM</td>
<td>4380</td>
<td>0</td>
</tr>
</tbody>
</table>

Pinterest™:

907 Impressions in February

Currently 12 Boards with 194 images pinned. 703 followers
Total royalties to date $89.44

<table>
<thead>
<tr>
<th>Lens</th>
<th>rank</th>
<th>likes</th>
<th>visit</th>
<th>edited</th>
</tr>
</thead>
<tbody>
<tr>
<td>Researching A Dog Breeder Online</td>
<td>7</td>
<td>20,268</td>
<td>98 week</td>
<td>08/26/2011</td>
</tr>
<tr>
<td>Newfoundland Dog Diet Plan</td>
<td>2</td>
<td>37,485</td>
<td>17 week</td>
<td>06/15/2011</td>
</tr>
<tr>
<td>Caring for your Older Newfoundland Dog</td>
<td>2</td>
<td>44,758</td>
<td>22 week</td>
<td>06/15/2011</td>
</tr>
<tr>
<td>Evaluating A Breeder Website</td>
<td>2</td>
<td>47,058</td>
<td>18 week</td>
<td>03/30/2012</td>
</tr>
<tr>
<td>Movies that feature Newfoundland Dog</td>
<td>4</td>
<td>50,050</td>
<td>10 week</td>
<td>02/23/2013</td>
</tr>
<tr>
<td>Proofing Trained Behaviors</td>
<td>9</td>
<td>66,191</td>
<td>18 week</td>
<td>04/03/2012</td>
</tr>
<tr>
<td>Bath Day for Your Newfoundland Dog</td>
<td>6</td>
<td>71,037</td>
<td>16 week</td>
<td>06/15/2011</td>
</tr>
<tr>
<td>When Disaster Strikes- Are You Ready?</td>
<td>3</td>
<td>73,165</td>
<td>3 week</td>
<td>06/15/2011</td>
</tr>
<tr>
<td>Coming When Called ... Or Not</td>
<td>4</td>
<td>85,923</td>
<td>14 week</td>
<td>06/15/2011</td>
</tr>
<tr>
<td>Swim Training your dog</td>
<td>6</td>
<td>188,427</td>
<td>1 week</td>
<td>04/10/2012</td>
</tr>
<tr>
<td>Search and Rescue Newfoundland Dog</td>
<td>0</td>
<td>188,583</td>
<td>0 week</td>
<td>11/03/2013</td>
</tr>
<tr>
<td>The Newfoundland Club of America</td>
<td>1</td>
<td>223,275</td>
<td>0 week</td>
<td>02/12/2013</td>
</tr>
</tbody>
</table>
The EPPC met on 2/27/14 and was unanimous in their recommendation against combining EPPC with NTPC as the mission/timelines and audience are so divergent, however we felt that is was important for the 2 committees to remain collegial and share information regarding issues that cross both committees including:

Copyright, image use, etc.

Standardized presentation of material (i.e. titles included when printing dogs names, abbreviations used for health clearances, etc.)

The committee looks forward to any future charges from the Board.

Respectfully,

Marylou Zimmerman
Chair, Electronic Publications Policy Committee
NEWFOUNDLAND CLUB OF AMERICA, INC.
Dues Notice

Dear NCA Member,

Dues are payable on or before July 1, 2014. Members renewing after July 31, 2014 are assessed a late fee of $5.00 per individual/couple. A membership may be considered lapsed and automatically terminated if dues remain unpaid after August 31, 2014. Membership type may not be changed automatically from Single to Double category as the appropriate application procedure must be followed. Children are not included in a double/single membership and are encouraged to apply for Junior membership (ages 10-17). Junior members may automatically upgrade to a single membership at age 18. A membership roster will be published after dues are processed.

Please detach the lower portion of this letter and return it to the Membership Chairman with your check made payable to the Newfoundland Club of America, Inc. or credit card authorization. Thank you.

*NCA Bylaws - Article I. Mary L. Price, Treasurer

<table>
<thead>
<tr>
<th>Name:</th>
<th>First: ___________________________</th>
<th>Last: ___________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>First: ___________________________</td>
<td>Last: ___________________________</td>
</tr>
<tr>
<td>Name:</td>
<td>First: ___________________________</td>
<td>Last: ___________________________</td>
</tr>
</tbody>
</table>

Member #2 Name (Double Membership):

<table>
<thead>
<tr>
<th>Telephone:</th>
<th>«Phone»</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMAIL:</td>
<td>«Email»</td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
</tbody>
</table>

Occupation(s) (optional):

<table>
<thead>
<tr>
<th>Telephone:</th>
<th>«Phone»</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email:</td>
<td>«Email»</td>
</tr>
</tbody>
</table>

Member Dues for the period July 1, 2014-June 30, 2015 (see back side for Schedule of Fees)

<table>
<thead>
<tr>
<th>Membership Category: «Member Type»</th>
<th>$«Member Dues».00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Late Fee:</td>
<td>$«latefee».00</td>
</tr>
<tr>
<td>International Postage Levy:</td>
<td>$«postalevy».00</td>
</tr>
<tr>
<td>Subtotal:</td>
<td>$«subtotal».00</td>
</tr>
</tbody>
</table>

Donations to NCA Health Challenge, NCA Rescue Fund and NCA Juniors Fund are gratefully accepted and will be acknowledged in *Newf Tide* or may remain anonymous. Thank you for your generous support for our programs to assist Newfoundlanders. Donations to NCA Health Challenge and NCA Rescue Fund (NCA Charitable Trust 501(c)(3)) are income tax deductible. Dues are not normally deductible according to the IRS.

- NCA Newfoundland Health Challenge
- NCA Newfoundland Rescue Fund
- NCA Juniors Fund

Donations to NCA Health Challenge (501(c)(3) organization, Fed. ID 06-1500326) might be eligible for corporate matching gifts programs. Please contact your employer or pension provider for more information.

Total: Make checks payable to the Newfoundland Club of America, Inc. International members should remit fees with international money orders guaranteed with U. S. Funds, drawn on U. S. banks or pay by credit card.

Payment by Credit Card — Visa or MasterCard only

<table>
<thead>
<tr>
<th>Card Number:</th>
<th>Expiration Date:</th>
<th>$</th>
<th>(US Dollars)</th>
</tr>
</thead>
</table>

Name on Card: ___________________________

I hereby apply for renewal membership in the Newfoundland Club of America, Inc., and I am enclosing dues for the correct membership category. A subscription to *Newf Tide* is included in adult membership fees. Junior members may subscribe to *Newf Tide* for an additional fee. International members must remit a postage levy.

By submitting these dues, I/we agree to abide by the Constitution and By-laws and Ethics Guide as adopted by the Newfoundland Club of America, Inc.

Date: ___________________________

Signature(s) of Renewing Member(s): ___________________________

Check here if you prefer not to receive such mailings.

RETURN THIS FORM AND FEES TO:

Mary Lou Cuddy, NCA Membership Chair, 1155 Raymond Rd., Ballston Spa, NY 12020-3719
<table>
<thead>
<tr>
<th>Schedule of Fees</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Membership</td>
<td>$75.00</td>
</tr>
<tr>
<td>(includes <em>Newf Tide</em> and <em>Annual of Titlists</em>)</td>
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<td>Double Membership</td>
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<td>Junior, with <em>Newf Tide</em></td>
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<tr>
<td>Junior, without <em>Newf Tide</em></td>
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| **International Postage Levy**                                                |         |
| Canada                                                                         | $36.00  |
| Mexico                                                                         | $36.00  |
| All other countries                                                            | $69.00  |

| **Other**                                                                     |         |
| *Newf Tide/Annual of Titlists Subscription ONLY*                              | $60.00  |
| *Newf Tide/Annual of Titlists International Subscription ONLY*              | $120.00 |
| Include Can/Mex in international????                                         |         |
| NCA Decal                                                                     | $5.00   |
POLICY MANUAL REVISION

ARBITRATION COMMITTEE

Duties and Responsibilities (Chairman)
The Arbitration Committee Chair position requires a wide familiarity with prevailing standards or ethics for transactions in Newfoundland dogs. Position involves extensive, often very lengthy correspondence on delicate, intricate matters. As emotional involvement of parties to complaints is often very high, and as the Arbitration Committee often represents NCA to unhappy members, caution, tact and integrity are essential.

Any email that comes to any Board member with a complaint against an NCA member, be emailed directly to the Arbitration Committee and the other Board members will not be notified

The Arbitration Committee Chair:
* Receives complaints against NCA members from NCA members and non-NCA members concerning Newfoundland dog transactions such as puppy sales, co-ownership agreements, etc.
* Screens complaints as to appropriateness.
* Mediates, disputes, or assigns a Committee member to do so, with the aim of resolution at the most informal level possible.
* When necessary, invites all parties to submit evidence and arguments concerning disputes and renders a decision. Exerts moral suasion as appropriate toward carrying out the decision.
* Educates NCA members and non-members as to the importance of clearly written contracts.
* Consults with NCA President and other officers as necessary. Advises NCA Board as to policy.
* Advises all parties of NCA policy regarding resolution of disputes. Advises parties of committee's recommendations if they cannot, with help, resolve their dispute. Advise parties of their right to come before the Board if they do not accept the committee’s recommendations. Recommend appropriate sanctions by Board if recommendations are ignored.

History
1/6/06: Amend a previous motion that was approved at the November 4-6, 2005 meeting by changing “member” to “breeder”. That previously approved motion read, “Mary Lou Roberts moved and Sandee Lovett seconded that, in the future, any email that comes to any Board member with a complaint against an NCA member, be forwarded directly to the Arbitration Committee and the other Board members will not be notified.
11/4/05: Any email that comes to any Board member with a complaint against an NCA member, be emailed directly to the Arbitration Committee and the other Board members will not be notified.
V32.3 4/2/01: Develop policy to clarify difference between arbitration process and grievance process and the grievance procedure for its consideration.
V32.1 11/3/00: Policy created to deal with disposition of past grievance materials and the maintenance of a list of grievances and their dispositions. The list to include names of complainants and defendants, pertinent dates, brief description of complain and disposition. The materials will be kept for seven (7) years and a list will be maintained by the President. (add to President job description).

V28.2 12/23/96 (Mail Meeting): NCA Disciplinary Hearing Procedures approved by the Board. (See related section -- Disciplinary Hearing Procedures in Volume II of the NCA Policies and Procedures.)

V21.4 11/10/90: Grievance Committee renamed Arbitration Committee and job description is to be revised accordingly. [See additional history and procedures under (former) Grievance Committee.]

V21.4 11/10/90: Grievance Committee renamed Arbitration Committee and job description is to be revised accordingly.


V19.2 04/29/88: The following procedures were approved:

1. An NCA member who is respondent in a grievance is obligated to satisfy the complainant in accordance with the recommendation of the Grievance Committee within a reasonable period of time, as determined by the committee, of the issuance of the recommendation.

2. Any such person who disagrees with the recommendation may file an appeal to the Board via the Grievance Chair, within one (1) month of the date of receipt by the parties of the recommendation. The appeal will be heard at the next face-to-face Board meeting.

3. Should the recommendation be sustained by the Board or should no appeal be filed, the Board shall, on recommendation of the Grievance Committee, impose at its discretion one (1) or more of the following sanctions on non-complying members:
   The member:
   * Shall not chair or serve on any NCA committee.
   * Shall not have the privileges of listing on the Breeder's and Stud Dog List.
   * Shall not be listed on the NCA List of Approved Judges.
   * Shall not be approved to judge Water Tests, Draft Tests or other NCA events.
   * Shall have his/her refusal to comply noted in the next issue of the Club publication.

V10.2 05/25/79: An individual should state what he/she wants from the Committee or the NCA. Any communication should be accompanied by relative documentary material, and it should be factual.

The Board favored proposal to the recommended procedure for dealing with grievances. Upon receipt of a grievance, it is acknowledged, circulated to committee members, and the party about whom the grievance is made. That party will be given thirty (30) days to respond. After that, the Committee will make a decision on how to proceed.

V6.3 06/27/75: President to be an Ex-officio member of Grievance Committee.

V6.3: Grievance Committee established to develop guidelines for handling membership grievances and complaints.
ATTORNEY

Any direct contact with the NCA attorney must be in writing by either the President, 1st vice president, or anyone else the Board so designates on a case-by-case basis.

History
5/17/06: Any direct contact with the NCA attorney must be in writing by either the President, 1st vice president, or anyone else the Board so designates on a case-by-case basis.
Policy for the Awards Committee:
The policy provided below is a blend of the original policy from the Policy Manual and the current policy provided by Ingrid Lyden, chair of the Awards Committee (red/italic)

AWARDS COMMITTEE

Duties and Responsibilities
The Chair of the Awards Committee is the official record keeper of Newfoundland achievements in order to make annual awards to the Top Winning Dog & Bitch, Top Obedience Performer, and Top Producing Dog & Bitch. The committee maintains the records to determine the Register of Merit dogs and bitches, maintaining a computer file on all sires and dams that have produced titled get.

Working with a committee of members selected by the Awards Committee Chair, check new titlists and breed and obedience wins from official AKC reports purchased from the AKC to determine winners in the following categories: . For conformation statistics, we receive 4 quarterly reports directly from the AKC. These quarters are Nov. 1-Jan 31, Feb. 1-April 30, May 1-July 31, and Aug. 1-Oct. 31. Due to the lag time in results being compiled and published by the AKC, and to allow time for any corrections that have to happen, changing our dates for our time period counted does not seem warranted at this time. For obedience, the committee receives only an annual report for shows running from Nov. 1-Oct. 31. For Top Producing Dog and Bitch, NCA Corresponding Secretary forwards the monthly new champion report provided by the AKC. Award of Merit wins from NCA Nationals and NCA Select wins from the NCA Nationals are supplied by the Specialty Show Coordinator. The committee prepares certificates for the winners for presentation at the Annual meeting and are responsible for presenting these awards at the meeting. Notify the owners of the top winners and give them instructions for the requested Newf Tide articles. The committee supplies the list of the Top 20 dogs in conformation and the Top 10 dogs in obedience to the coordinators of that event at each NCA National Specialty.

In addition, this committee works with the NCA Board and the NCA members to provide the nominees for the Heroic Newfoundland Award and the NCA Good Sportsmanship Award. We solicit nominations via advertisement in Newf Tide and in the E notes. These two awards have deadlines of Oct. 15th. The Awards Chair submits the nominees’ information to the NCA Board prior to their fall face-to-face meeting. Anyone nominated for the Good Sportsmanship Award, whom does not win, remains in the pool for 3 full years. If no nominations are received, the NCA Board may choose to nominate from the floor at their meeting. The NCA Board notifies the Awards Chair of any chosen winners, and the committee takes care of certificate and plaque preparation and arranges for presentation at the Annual meeting.

The Awards Committee also receives the nominations for the Oldest Living Newfoundland Award. The deadline to submit those each year is Feb. 15th. Dogs must have reached the age of fourteen to be considered. Also, deceased dogs are eligible as long as they passed away during the calendar year being honored. The Awards Chair notifies all nominees of whom the winner is and provides the instructions for Newf Tide submission to the winner. Certificates are prepared for all nominees and a plaque for the winner is made. This committee makes the presentations of these awards at the Annual meeting.
The Awards Committee prepares the certificates for the new inductees to the Register of Merit from the list of qualifiers prepared and provided by the Database committee. These certificates are presented to the new inductees at the Annual Meeting.

The Awards Chair also provides the editor of Newf Tide and the head of the Newf Tide Policy Committee lists of all the winners so that they know who should be submitting information to the magazine ahead of time.

The committee is responsible for making known our policy of donating trophies to foreign Newfoundland Dog Clubs for Best of Breed at their annual Specialty Show. Requests are mailed to an official of the Specialty Club in time for presentations. (The Chair has generally delegated this responsibility.) The annual report should include name of clubs receiving these NCA plates.

**Procedures for determining the top producing sires and dams, the top winning dog and bitch and the top obedience Newfoundland are as follows:**

**Top Producing Sire and Dam**
The procedures for determining the top producing sire and dam include the following:

- Keep count of the total number of AKC Bench Champion offspring attributed to every Newfoundland dam and sire.
- The stud dog with the highest number of Champion offspring published in our counting period of the monthly AKC Reports is the winner of the Top Producing Sire award for the year.
- The brood bitch with the highest number of Champion offspring published in a counting period of the monthly AKC Reports is the winner of the Top Producing Dam award for the year.

**Top Winning Dog and Bitch**

- Corrections in the AKC Reports that relate to these issues should be taken into consideration.
- Points are counted for every AKC licensed show at which Newfoundlands compete (all-breed and specialties).
- The Best of Breed gets points equal to the total number of Newfoundlands in the competition at that show, minus one.
- The Best of Opposite Sex gets points equal to the number of Newfoundlands in that sex in competition at that show, minus one.
- NCA Selects at the National Specialty get points as follows: Total number of Newfoundlands in competition in a sex minus one (I) divided by the total number of selects in that sex. Selects can only receive a maximum of 50% of the points that the Newfoundland of its own sex receives who wins BOB or BOS.
- Awards of Merit at Regional Specialties get points as follows: Total number of Newfoundlands in competition in a sex minus one (I) divided by the total number of Awards of Merit in that sex. Awards of Merit can only receive a maximum of 50% of the points that the Newfoundland of its own sex who wins BOB or BOS.

**Top Obedience Dog/Bitch**
The procedures for determining the top obedience dog/bitch include the following:
• Correction pages in the AKC Report that relate to these issues should be taken into consideration.
• Scores are tabulated for every AKC licensed obedience trial at which a Newfoundland competes (all-breed and specialties).
• For each Newfoundland, consider all qualifying scores from any obedience class or any combination of obedience classes.
• Take the average of a Newfoundland’s top three scores (in any one class or any combination of classes). The Newfoundland with the highest average is the winner for the year.

**Oldest Living Newfoundland**

* Award a certificate to the any Newfoundland reaching the age of 14 years in the previous calendar year
* Newfoundlands 14 years of age and older be recognized at each Annual Membership Meeting with the oldest Newfoundland submitted being considered the Oldest Living Newfoundland

**GOOD SPORTSMANSHIP _ FIX**

* Sue Marino moved and Jacqueline Brellochs seconded that the Board add the following statement concerning the nominations of the Good Sportsmanship Award to the NCA Policy Manual: The Board may make additional nominations. The motion passed unanimously.

**History**

8/19/10: Newfoundlands 14 years of age and older be recognized at each Annual Membership Meeting with the oldest Newfoundland submitted being considered the Oldest Living Newfoundland

7/15/10: The below policy for unclaimed awards will apply to all awards presented at the annual meeting

6/17/10: The Awards Committee Chair will retain unclaimed Register of Merit rosettes and certificates for 90 days after the Annual Membership Meeting.

6/17/10: Anyone who does not pick up or appoint someone to pick up their Register of Merit rosettes and certificates at the Annual Membership Meeting must contact the Awards Chair to arrange delivery. Appropriate postage must be paid before the rosette and certificate will be mailed.

6/17/10: Awards Committee Chair contact all Register of Merit recipients to request that they appoint a designated person to pick up the rosette and certificate if an owner will not be in attendance at the Annual Membership Meeting.

1/21/10: Correction to Oldest Living Newfoundland Award. Certificate will be given at the National Specialty to any Newfoundland reaching the age of 14 years in the previous calendar year and that the criteria for the winner of the Oldest Living Newfoundland be changed to the oldest Newfoundland alive during any part of the previous calendar year

10/30/08: Award a certificate to the any Newfoundland reaching the age of 14 years in the previous calendar year and that the criteria for the winner of the Oldest Living Newfoundland be changed to the oldest Newfoundland alive during any part of the previous calendar year. This will take effect in 2010

9/18/08: TOD and TODD awards will be listed in the Annual of Titlists and, upon request, will be recognized with a pin
9/18/08: Rescind the motion of 1/17/08 regarding administration of the TOD and TODD awards.

1/17/08: The letters TOD will be used as a designation to mean Heath Tested Open Database, requiring the same test currently required for inclusion into the CHIC database (hips, elbows, cystinuria, heart cleared by a board certified cardiologist)

The letters D designates the Newfoundland’s blood has been banked in the OFA DNA Registry and would be the last designation to the dog’s name as published, either

To list dogs with TOD, D and TODD designations in NewfTide and the Annual of Titlists (living and dead) the owners must apply to Awards Committee in order to receive the award

Recognition to those who have posted the required tests in the open database with a pin and to be included in the list to be handed out at the Annual Membership Meeting.

7/19/07: Create a new NCA award for dogs owned by NCA members. The dogs must have, at minimum, results of health tests for hip dysplasia, elbow dysplasia, Cystinuria, and heart status (checked by a cardiologist) listed in an open database to be eligible for the award. Owners of the dogs must apply for the award and submit proof of such listings

3/15/07: “NCA Member of the Year” established. This award will be presented at the NCA Annual Membership meeting to any NCA member who, in the Board’s opinion, has made a significant contribution to the NCA over the past club year. Sitting Board members do not qualify for consideration. The nomination will be determined by a 2/3 vote of the NCA Board at the face-to-face meeting of the Board at the National Specialty Show. The award will be a framed certificate. The recipient will be acknowledges in Newf Tide with a one-page article. This award and its presentation will be coordinated with the Awards Committee.

6/21/06: The NCA will pay for rosettes to be given to all new VNs and ROMs at the National Specialty. This will be coordinated through the Awards Committee. Dogs names and the date presented will appear on the rosettes and they will all be the same style and size.

V365.1 11/30/04: Clarify the motion passed at the October 29-31, 2004 face-to-face meeting that originally read, “awards presented at NCA events should be either NCA awards, AKC awards, or awards donated for NCA or AKC accomplishments." This motion should have read, “awards presented at the National Specialty annual banquet and the NCA’s annual membership meeting should be either NCA awards, AKC awards, or awards donated for NCA or AKC accomplishments.”

V36.1 10/30/04: Awards presented at NCA events should be either NCA awards, AKC awards or awards donated for NCA or AKC accomplishments. Furthermore, that regional clubs or individuals that wish to offer and provide new or special awards need to develop criteria for said award and that it meets NCA approval.

V34.1 11/1/02: NCA Awards Committee counters be reimbursed for up to the full amount of a subscription to the AKC Awards for the current year upon the request of the chair. Ties for Top Obedience Dogs to be handled in the same way as they are in the other areas, e.g., Top Show Dog.

V34.1 9/12/02: Board endorses request of Old English Sheepdog Club of America to support their request to AKC that group totals be included in Awards.

V27.3 04/23/96: Proposal originally passed via Mail Meeting (10/4/95) to publish the top ten (10) dogs and top ten (10) bitches annually in Newf Tide was rescinded.

V24.4 08/93 (Mail Meeting): Award of Merit recipients (at Regional Specialties) will be included in the mathematical equation for "Top Winning" awards.

V20.2 05/26/89: Revised point system for Top Winning Dog and Bitch to include points awarded to Selects based on a formula of total entry of a given sex divided by the number
of Selects in that sex.

V20.2 05/26/89; NCA award databases are not available in total to anyone unless approved by
the NCA Board. Limited information may be requested by individuals at appropriate
costs. Policy instigated to preserve the privacy of NCA members and prevent
commercial use of information

V18.2 07/87 and 08/87 (Mail Meeting); Congratulatory letters to all group placing
Newfoundlands rather than just group winners.

V17.2 04/03/86: Bitches required a minimum of 2 Champion get to qualify for Top Brood Bitch
Award. V17.2 04/03/86: All NCA awards to be given to dog or bitch earning it regardless
of NCA membership of its owner.

V17.2 04/03/86: Top Winning Dog and Bitch decided by the number of Newfoundlands
defeated by BOB and BOS wins.

V17.2 04/03/86: Committee to order plates to a maximum of $500 for foreign awards.

V17.2 02/08/81: Awards Committee will compile awards statistics without individuals having to
make an application for an award.

V16.4 11/09/85: The Awards Committee will compile statistics for Top Producing Dog and
Bitch, Top Obedience Dog and Top Winning Dog and Bitch. Top Winning Dog, Bitch
and Obedience Dog to be awarded to NCA members only.

V12.2 02/08/81: Congratulatory notes to owners of dogs winning BIS and Group 1st and/or
earning Championships.

V6.3: Newfoundland Club of America Achievement Award, Heroic Achievement and
Outstanding Contributor criteria printed in Newf Tide.

NCA (former Gaines) Good Sportsmanship Award

History

V34.1 11/1/02: Change in deadline for submission of NCA Good Sportsmanship, Heroic Newf
and AKC Lifetime Achievement Awards to October 1, place request for nominees in 2nd
quarter Newf Tide.

V30.1 08/25/98 (Teleconference): Ken-L-Ration discontinues this award. Board elected to
replace it with a NCA Good Sportsmanship Award.

V20.4 11/04/89: Sitting Board members are not eligible for the Gaines Award.

V20.2 05/26/89: Once a person is nominated for the Gaines Award, their name will remain in
consideration for two (2) more years if they do not receive the award after nomination

V14.3 05/27/83: Nominations for the Gaines Good Sportsmanship Award must be received by
December 31st of each year.

Isabel Kurth Award

History

V30.4 06/30/99 (Teleconference): Board moved that approval of any nominee for the Isabel
Kurth Award requires two-thirds favorable vote of the Board of Directors. Consideration
for this award only to be done at Face-to-Face Board meetings due to secret balloting
process.

V27.3 04/23/96: Awards Chairperson to send annual reminder to the Board in September for
consideration (only) at November Face-to-face Meeting. No consideration to be given in
Mail Meetings. Approval of the nominee will require two-thirds of the members in
attendance at the meeting (see V28.1).

V26.3 04/25/95: Awards Chairperson to send annual reminder to the Board that Isabel Kurth Award is available. Nominees by the Board will be considered for two (2) years (see 4/23/96).

V27.1 11/02/95: Presented to NCA members who have provided dedicated service and contribution (over an extended period of time) to the NCA. Board of Directors selects recipients as appropriate - no set frequency.

**NCA Heroic Newfoundland Award**

**History**

V34.1 11/1/02: Change in deadline for submission of NCA Good Sportsmanship, Heroic Newf and AKC Lifetime Achievement Awards to October 1, place request for nominees in 2nd quarter Newf Tide.

V20.2 05/26/89: Heroic dog award may be decided by a mail meeting.

V18.2 05/22/87: A Board Member will be appointed at each Annual Board Meeting to interview (by telephone) owners of Heroic Newfoundland nominees to ascertain their worthiness of this award and report findings and conclusions to Board prior to the vote.

V17.2 04/03/86: Heroic dog award to be considered by Board only in face-to-face meetings.

V15.2 02/18/84: Approved purchase of 12 plaques and die for Heroic Newfoundland. Die is property of NCA.

V14.3 05/27/83: Awards Chair will forward information on Heroic Newfoundland to Ken-L-Ration for consideration of their dog hero award.

V14.3 05/27/83: Nominations for the NCA Heroic Newfoundland Award must be received by December 31st of each year.

V10.4 09/27/79: Newfoundland performing some heroic deed will be eligible for the NCA Heroic Newfoundland Award.

**Oldest Living Newfoundland Award**

**History**

V24.4 08/93 (Mail Meeting): Annual recognition of the Oldest Living Newfoundland will be included as an official NCA Award.

**Best In Show at Westminster Award**

**History**

V36.2 2/22/05: Direct the Awards Committee to establish an award for the winner of Best in Show at the 2004 Westminster show and for subsequent Newfoundlands that may win Best in Show at that show.
Regional Club Committee, Steve Britton

- Update from chair
  The RCC met last night. As there hasn't been a lot of business transacted this year, the committee representatives see the committee as a forum, an opportunity, for keeping lines of communication open between regional clubs and the NCA, for use when necessary.

  They see the overall benefit of continued the committee next year.

  Last evening our members who also serve on the Newf Ambassador Committee spoke/explained the benefit of the recent RPC/Newf Ambassador action, and the representatives were offered an opportunity to ask questions. There weren't any questions offered.

  Also, Marylou Zimmerman informed the club members about the Zip Code search software program that was (is to be) added to the website, and the work involved in its implementation.

  Very positive meeting started at 9 pm Eastern, adjourned at 9:15 pm. We covered three items of business during the 15 minutes of time.
Rescue Prevent Agenda Item for Mar-Apr 2014 F-T-F Board meeting

In response to the *NewfTide* coupon item from Feb meeting, RPC requests that 120 of the present issue be printed for RPC. For the fall printing of the next 4th Q issue, we would need 140.

Background:

RPC didn’t have enough issues to fulfill requests from early October last year. Two boxes of back-issues had been sent earlier in the summer to help Donna fill requests. Donna requested 180 of the 4th Q issue to get through the end of next year, to the next 4th Q issue. Most of the time, RPC would need about 130-140 per year, but because we ran so low last year (and still wasn’t able to cover all of the Dec. requests after the last two boxes of back-issues), Donna requested more. This is the issue and concern for RPC, that if this program has merit, and RPC strongly believes that it does, it is worth keeping the resources (issues of Newf Tide) stocked.

We began this program to establish a link between new buyers, most of whom buy through the internet and have no awareness of NCA, and to provide them with a sample of what Newfoundlands should look like, what activities people do with their Newfs and what NCA and regional clubs have to offer to those who are interested in the breed. We reach approximately 5% of buyers, but these are new owners (not prospective owners) who express interest, those who may be more willing to learn and take an interest in the breed, so the value of reaching this 5% is probably much greater than many thousands of hits on a web page or Facebook post. An extended benefit of Newf Tide is that other people may pick it up and take an interest. Children in a household may look at the pictures and want to learn more, and value their own Newf more. There is a pride in sharing interest with other people who value their dog. The extended goal of this program is to grow interest in new owners who may become future breed enthusiasts and club members. This is essential for the club to grow and continue, and to support the Newfoundland breed.

The 4th Q issue supports our needs best. RPC can work with the NTPC to order different issues when there are extenuating circumstances, such as the Annual of Titlists being included in the packaging. For 140 copies per year at $7.65 plus $5.65 shipping (sometimes less when the issues is light), the cost per year would be $13.30/issue, $1862/year for 140 issues. This program was originally approved at $3,000/year. RPC dropped the budget amount to $2,000/year for a couple of years, then since we weren’t being charged back for the Newf Tides, and submitted $1,000 for shipping only last year. This program has stayed within budget each year.

RPC does recommend that we include an expiration date on the coupon, but respond flexibly when people request an issue past the expiration date. Also, RPC doesn’t mind using back-issues, as long as those are in new condition and are not more than 2 years old, preferably less than one year old. Often subscribers request their free issue as the first in the rest of the series.

Donna
Rescue Prevention Committee Agenda Item for Mar-Apr 2014 Board meeting

**Background:**
As an additional means of helping to educate the novice buyer, RPC is interested in developing an online tutorial, a sort of self-study guide for new owners that can be accessed online by anyone at any time. An online tutorial is a separate collection of pages with links to other pages in the tutorial. It could be launched from the *Answers!* page, but the left menu after that point would be separate from the left menu of the NCA web pages. The content would cover any range of topics of interest to novice owners, or prospective owners, such as:

- Choosing a breeder
- Being prepared when you pick up your puppy (signed contract)
- What is the NCA?
- What is a regional club?
- How do I trim my puppy's toenails?
- How do I teach my Newf to Sit?
- How do I teach my puppy to stop chewing?

The content will often overlap with some of the LifeStages content, and for the Short Topics sections of the LifeStages newsletter, the writing style will be similar. The content should be short in length with answers targeted toward to specific questions commonly asked by novices, using a writing style that is light, constructive, friendly and engaging (if not entertaining). In this way, we hope to lower the perception barrier that sometimes prevents people from asking questions and teach people about important issues.

Likewise, we would combine images and graphics with appeal to promote these concepts.

Our audience reads our materials on a voluntary basis. It is our opportunity to capture their attention and channel it toward learning, and in doing this, position NCA as an authoritative resource, and as an organization that may draw their interest in taking further steps, such as donations or membership.

To aid in visualization of how this concept would be employed, we have drafted an initial organization of a tutorial:

http://online.ncarescue.info/rpc/Shared%20Documents/How%20Do%20I/Newf_OnlineTutorial.htm

**NOTE1:** The gear graphic on the first page is to provide a concept of how we plan to incorporate some graphics. This particular graphic does not fit this project well.

**NOTE2:** The example tutorial is housed on the NCA Rescue Sharepoint site. The completed tutorial could be hosted by the same service as the NCA pages, or it could be hosted separately and linked from within the NCA pages with links back to content on the NCA pages.

**Proposal:**

With the Board’s approval of the concept, we propose to develop a “library” of new content that would become a dynamically updated collection, with the Board approval of each topic as it is completed. RPC would maintain the library, along with images and graphics suiting the purpose of these topics. RPC
does not have a preference for where the pages will reside, as long as those can be updated easily when new material is included. We hope to expand the capability of this tool to include a Wiki search, and would like to have one page display the content organized by how frequently each topic is accessed. (presently a blank page in the example) Some blog tools allow this type of organization, but custom programming may be required to handle this without hosting the tutorial as a blog. Should this be hosted as a blog or a Sharepoint site (which provides the same features), Board-approved changes could be easily implemented within RPC.

The cost for this project would depend on the choice of hosting. A Sharepoint site that would handle this tutorial could be hosted for approximately $110/year. If resources exist within the NCA hosting services to handle the features needed, there may or may not be an additional cost to implement the tutorial.

A separate page on the NCA web site would not be required should the tutorial be hosted elsewhere. The tutorial could be opened from a link on the Answers! page, the RPC Learning Tools pages, the newfpuppy.com pages, and others. The tutorial could be promoted through the NCA web pages, Facebook, Twitter, Pinterest, etc., as well as through email lists.

We propose to launch the tutorial once an initial list of prioritized content is developed, then to continue to add content as a part of continuous development, as new ideas are suggested or as new issues arise.

To meet the scope of this project, as with other activities, we may need to enlist the support of volunteers other than committee members.

Respectfully submitted by Rescue Prevention Committee
Co-Chairs Donna Zink and Chris Owen
Roger Frey, Lisa Lathrop, Brooke Elkan-Moore Starr Willetts, Lynne Anderson-Powell
SPECIALTY SHOW COORDINATING COMMITTEE

Form for Foreign Judges:

The committee approved of the form, but had some further questions.

What do we need to add to this form to verify that this applicant is a breeder judge, specifically asking when the applicant started to breed Newfoundlands and is that their primary breed? How many litters have they produced? Are they an NCA member?

Also we feel that they should subscribe to the same AKC criteria as breeder judges in this country? (number of years, number of litters and number of champions).

To qualify as an NCA Breeder Judge an AKC Judge must follow this criteria. 12 years in breed, 5 litters and 4 champions. That is AKC criteria for a “Breeder Judge”. Americans cannot be provisional. As far as Canada is concerned think we have a pretty good idea just knowing the person but they do fall under foreign judges.

The main question from the committee is do they need to follow our criteria for Americans. One of the other criteria is that their primary breed is Newfoundlands not that they cannot breed another breed. A really good example is Terry Temple. He primarily breeds St Bernard's but also has owned and bred a couple of Newfies. He is not considered a breeder judge and has to go through the process of having enough votes.
To: NCA Board  
From: Steering Committee  
Date: March 3, 2014  

We would like to submit the following item for the NCA Board’s upcoming face to face meeting:

A representative of the Steering Committee (probably Roger Frey via telephone) will update the Board with the results of the recent survey, distributed through e-Notes and social media, asking people to list up to three main reasons to join (or not join) the Newfoundland Club of America. This information will be used to better communicate the benefits of NCA membership to persons who are interested.

Roger will provide the most recent information on the responses received. Over 500 responses have now been received.

    321 asked to be added to the mailing list-
    - 5 did not include an email address
    - 68 were already subscribed
    - 241 addresses/names were updated (names were on the list, but address had changed)
    - 7 new subscribers

    175 requested information about becoming an NCA member- were forwarded to Mary Lou Cuddy and sent an informative packet via email

    56 wanted to add additional information, were contacted via email and to date 6 people have submitted additional comments that will be compiled with final survey results.

Please contact me with any questions,

Chris Plum  
Chair, NCA Steering Committee
QUALIFICATIONS AND REQUIREMENTS FOR NCA WORKING JUDGES
Revised ________, Effective ________

As a result of the input received from the membership, the requirements for judges are changing. These changes reflect majority opinions from all of the comments received. The NCA Board has approved these new requirements for Water and Draft Test judges, as well as for prospective judges, effective __________. There are allowances applicable for already approved judging assignments. All judges are grandfathered into their current status that reflects their judging assignments through the end of 2014. Please note the new requirements for NCA Water and Draft Test judges:

QUALIFICATIONS AND REQUIREMENTS FOR NCA WORKING JUDGES

This information pertains to water and draft judges. Unless otherwise noted, qualifications and requirements are identical for both specialties. Applicants should apply the information to the specialty for which they are applying.

I. Prerequisites to Judging

Judging applicants must meet the following prerequisites:

1. earned two (2) WRD or DD titles.
2. earned one (1) AKC Companion Dog (CD) title.
3. worked as a test chair, test secretary, or chief steward.

In certain circumstances, where it may not be possible to serve in one of these capacities, a prospective judge may request approval from the Working Dog Committee (WDC) to “shadow” one of these three positions instead. Requests for the shadowing alternative should be made to the WDC observer judge contact person and must include a description of the circumstances that would prevent the applicant from holding one of the three required positions.

New July 2008
At the 7/19/08 board teleconference the board voted to allow people applying to become observer judges to have either two WRD titles or one WRD title and one NCA WRDX title as long as the titles were put on two different dogs.

II. Shadowing

If the shadowing request is approved by the WDC, the requirements and conditions are as follows:

1. If the potential judge is already an approved judge in one specialty, he/she will “shadow” one (1) of the required positions (test chair, test secretary or chief steward) for the entire day at one test of the specialty for which he/she is applying.
2. If the potential judge is not an approved judge in either specialty, he/she will “shadow” two (2) of the required positions (test chair, test secretary or chief steward) for the entire day at two (2) separate tests for which he/she is applying. When the shadowing alternative is approved, the WDC will provide the applicant an evaluation sheet(s) to be completed after each test by the chair, secretary, or chief steward mentoring the shadowing experience. The two judges at each test will also sign the evaluation sheet attesting to the active involvement throughout the test by the potential judge. Test chairs, secretaries, chief stewards are permitted to exhibit at tests but those “shadowing” the position may not exhibit. To meet the “shadowing” requirement, the evaluation(s) must be very positive in nature and attest to the prospective judge’s active involvement throughout the test. The prospective judge will submit the shadowing evaluation form to the WDC following the applicable event(s).

III. Testing and Observations

1. When the above-listed prerequisites have been successfully completed, the applicant will request the appropriate test (water or draft) from the WDC. The applicant will take this test as an open-book test. Upon completion, the applicant will return the test to the appropriate WDC contact for grading. The contact will notify the prospective judge, within two weeks of receiving the test, if the test has been passed with a score of at least 96%. If the applicant does not receive a passing score, he/she must wait at least thirty (30) days before requesting another test. This will allow the applicant additional time to study the Regulations and/or the Draft Test Equipment Guide and/or the Judges Code of Ethics, as appropriate.

2. Once an applicant has passed a written test, he/she may contact a test committee of an upcoming test to ask permission to observe at that test. (Observers are not permitted at National Specialty tests.) The WDC will approve an observation provided the signature of the test chair has been obtained accepting the observer and the judging panel consists of at least one mentor judge, combined with either another mentor judge or with a partner judge. The test committee will notify the judges that there will be an observer judge at the test. The appropriate WDC contact must receive the observation request at least thirty (30) days prior to the upcoming test to allow for approval to be sent back to the applicant. (previously the judges needed to approve having an observer)

An applicant must successfully complete 2 observations with the following conditions:

1. Each judge involved in the observation must provide positive written reviews.

2. The observations must be in two (2) different locations and with four (4) different judges, using the criteria listed above for judging panels which are allowed to have an observer.

3. Applicants may accept a second assignment, before receiving the evaluation of their first assignment, as long as the second assignment is at least four weeks after the first assignment. The applicant will receive the results of their first evaluation from the chair of the WDC within four weeks of the assignment. (used to have to wait until the
**first evaluation was received before accepting a second evaluation**. If one of the evaluations is unsatisfactory, the observer judge must do a third observation. The observer judge may not accept the third assignment until they have received the first two evaluations. If two out of three evaluations are unsatisfactory, the observer must retake the open book test, speak directly with a member of the WDC, and start over in the process.

4. Following the completion of two successful observations, the WDC chair will advise the applicant that all requirements have been met successfully and that the applicant has been granted provisional judging status. The new judge’s name will be added to the judges’ list on the NCA Website and posted in enotes. It is optional for the judge to add a brief biography and/or picture to the judges list.

During the observation assignment, the observer judge will work with the judges as they judge the test. The observer judge will mark a set of judging sheets with their own notes and questions that they want to discuss with the judges after the test. Observer judges should fill out an observer evaluation form for the test explaining the areas in which they felt they were sufficiently mentored and areas in which they wished more mentoring had taken place.

**IV. Requirements for Advancement from Provisional Status to Partner Status**

After having met the requirements described above to attain Provisional status, a Provisional Judge must meet the following requirements to advance to Partner Status:

1. A provisional judge must successfully judge a minimum of three (3) assignments before moving to the partner level. **A provisional judge may accept a second assignment, before receiving the evaluation of their first assignment, as long as the second assignment is at least four weeks after the first assignment.** These assignments must be with at least two (2) different mentor judges and in at least two (2) different locations. **(used to be three)** At the first two (2) assignments, the mentor judging with the provisional will provide the WDC with a written evaluation of the provisional judge’s performance. If one of these two assignments receives an unsatisfactory review, the third assignment would also be evaluated. Feedback from exhibitors will also be considered as part of the evaluation process by the WDC. A provisional judge will receive copies of these evaluations, together with the summaries of comments from the test. A provisional judge needs at least two positive evaluations to complete the evaluation requirements.

2. Following each of the evaluated provisional assignments, the new judge will be notified that the WDC has reviewed the evaluations/comments, and the WDC chair will advise the provisional judge of the status of the evaluations.

3. If the first two evaluations contain sufficient positive feedback, the provisional judge will be approved to continue judging without need for further formal
evaluations. However, before moving to partner level, a judge must complete a third assignment with a mentor judge.

4. If two (2) out of three (3) evaluations are unsatisfactory, additional evaluations will be required as outlined in the Re-evaluation Procedure.

5. Provisional judges must exhibit a dog at least once every three (3) years in whatever type of test is appropriate, water or draft. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must complete the test and participate in each of the exercises.

6. Provisional judges who are delinquent in the exhibiting requirement may not accept judging assignments. Their judging status will be flagged on the NCA Website until they have exhibited or passed an open book test (see #7 below).

7. Provisional judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 96%, the judge’s status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judges name will be removed from the judges list.

8. During the evaluated assignments the provisional judge will work with the mentor judge to judge the test. The provisional judge will mark a set of judging sheets but should also keep their own notes and questions that they want to discuss with the mentor judge after the test. Provisional judges should fill out an evaluation of the mentor judge explaining the areas in which they felt they were sufficiently mentored and areas in which they wished more mentoring had taken place.

9. Provisional judges are encouraged to continue their experience and education. See Section IX for suggested activities.

10. Once the provisional requirements have been fulfilled, a judge will move to partner level provided he/she has earned at least one additional WRD/NCA WRDX (the WRDX title may be on the same dog as one of their WRD titles) or DD/TDD/NCA DDX title (the TDD or NCA DDX may be on the same dog as one of their DD titles). A partner judge will have a minimum of three (3) WRDs, or two WRDs and one NCA WRDX or three DDs or two DD’s and one TDD or NCA DDX, total.
V. Re-Evaluation Procedure For Provisional Judges

1. If a provisional judge receives two unsatisfactory evaluations, his/her next judging assignment 1) must be with a mentor judge who is a member of the WDC or 2) must be observed by a mentor judge selected by the WDC. This mentor observer may or may not be a member of the WDC, may be a current or retired mentor judge, and may not be entered in the test. If this evaluation is satisfactory or shows improvement, the provisional judge may accept another assignment where this re-evaluation procedure will be repeated. If this second re-evaluation is satisfactory, a provisional judge may move on in the judging process without further evaluation.

2. During the re-evaluation procedure, a provisional judge who fails to receive satisfactory evaluations or meet the standards expected by the WDC will be asked to attend a test and observe the test with a mentor judge selected by the WDC. Following this test observation, a provisional judge must repeat the re-evaluation procedure.

3. If after repeating the re-evaluation procedure the judge does not receive satisfactory evaluations, the judge will not be allowed to continue in the judging process and his/her name will be removed from the judging list.

VI. Requirements of Partner Judges

1. Partner judges must judge a minimum of four (4) assignments. These tests must be with at least three (3) different judges, in at least two (2) different locations, and for at least two (2) different clubs. “Different” is defined as in any previous assignments on any level.

2. Partner judges must exhibit a dog at least once every four (4) years in whatever type of test is appropriate, water or draft. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must complete the test and participate in each of the exercises.

Partner judges who are delinquent in the exhibiting requirement may not accept judging assignments. Their judging status will be flagged on the NCA Website until they have exhibited or passed an open book test (see #3 below).

3. Partner judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 96%, the judge’s status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judges name will be removed from the judges list.
4. Partner judges are encouraged to continue their experience and education. See Section IX for suggested activities.

VII. Advancing from Partner to Mentor Status

1. Water Judge: Once the partner requirements have been fulfilled, a water judge will move to mentor level provided he/she has earned at least one additional WRD/NCA WRDX title. A mentor water judge will have a minimum of four (4) WRDs or three (3) WRDs and one (1) NCA WRDX, total.

2. Draft Judge: Once the partner requirements have been fulfilled, a draft judge will move to mentor level provided he/she has earned at least one additional DD/TDD/NCA DDX title and at least one of the titles must be a team draft title. A team is defined as a minimum of two (2) Newfoundlands, at least one of which has not previously earned a team title. A mentor draft judge will have a minimum of three (3) DDs and one (1) TDD or two (2) DDs, one (1) TDD and one (1) NCA DDX.

VIII. Requirements of Mentor Judges

1. Mentor judges are required to mentor observer, provisional and partner judges. It is their job to answer questions and be sure that the other judge understands and follows the NCA regulations, Judges Code of Ethics and Equipment Guide (when applicable). Mentor judges must work with observer and provisional judges at their assignments, go over the regulations, help them to understand test procedures and calls that are made at the test, explain paperwork and evaluate them in a fair and timely manner.

2. Mentor judges must meet with an observer or provisional judge after the end of the test to verbally evaluate their performance that day and explain to them what will be on their written evaluation. The evaluation must be received by the WDC within two weeks following the test. If not received a reminder will be sent to the mentor judge. If the evaluation is not received within two weeks of the reminder the judge will be moved to the partner level for not fulfilling the job of a mentor judge and will again be reminded to send the evaluation. If the evaluation is not received within two more weeks the judge will be removed from the judges list.

3. Mentors will no longer have the option of accepting an observer at a test. The committee will decide whether to accept the observer and will notify the judges.

4. Mentor judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 96%, the judge’s status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judges name will be removed from the judges list.

5. If a mentor judge decides they no longer wish to mentor or evaluate observer and provisional judges they must notify the WDC and be moved to the partner level.
6. Mentor judges are encouraged to continue their experience and education. See Section IX for suggested activities.

IX. Continuing Education and Experience

Judges at all levels are encouraged to continue their experience and education. Suggested activities include, but are not limited to the following:

- Exhibit in tests.
- Steward or assist with the smooth operation of tests.
- Serve on a test committee.
- Attend continuing education seminars provided at National Specialties. A sign-up sheet from National Specialty seminars will be provided by the host of the seminar to the WDC for documentation in each judge's individual record.
- Read the Judges’ Corner newsletter, which is designed to keep judges informed about the latest issues related to judging.
- Participate in regional working dog seminars as instructors, trainers, or trainees.
- Assist at as many working events as possible during the year, in addition to exhibiting and judging.
- Attend dog training seminars for a variety of dog related activities conducted by well-known trainers.

It is recommended that judges submit verification of their continuing education and experience to the WDC within six (6) months of participation. A form for reporting this information, which will be added to a judge's record, is available on the NCA Website. Judges must also provide documentation of completing the exhibiting requirements. Documentation of completing the requirements to move to the next judging level should also be provided within six (6) months of the events applicable.

X. Approval for Judging Panels

- Judging panels for Water or Draft tests consisting of Mentor/Mentor or Mentor/Partner, Mentor/Provisional or Partner/Partner judges will receive automatic approval from The Working Dog Committee.
- Once in rare circumstances would a partner/provisional judging panel be approved by the WDC.
• Only in emergency situations would a panel consisting of two provisional judges be approved.

• For a Draft Test judging panel to be approved, at least one (1) of the two proposed judges must have earned a Team Draft title, as defined in this document. Those Draft Test judges who have earned a Team Draft title will be designated on the NCA website, so that the test committees may make appropriate selections.

• For a Water or Draft Test to have an observer approved to join the judging panel, that panel must be made up of mentor/mentor judges, or of mentor/partner judges. Only one observer is allowed at each test. Those judges who have an observer with them are required to submit their evaluation of the observer within two (2) weeks of the test so that the observer may be promptly notified of his/her status by the WDC. (see VIII, #2)

• Observers are not allowed at tests held in conjunction with a National Specialty.

• The NCA WDC strongly encourages committees not to use the same judges often and not to always use a mentor/mentor judging panel or the same combination of judges. Committees are encouraged to use a wide variety of judges. When asking a mentor judge to judge a test ask them to recommend a partner or provisional judge with whom they would like to judge.

• **An NCA WRDX test judging panel** must consist of a Mentor judge, who has judged, exhibited or officially observed a WRDX test and will be automatically approved to judge the NCA WRDX division. Without one of these three qualifications, a Mentor judge will be approved only if partnered with a Mentor judge who has one of the three qualifications.

  A Mentor judge could become automatically approved to judge WRDX by completing an official observation, without evaluation, and having the test judges sign a form to verify the observation. The form must be sent to the WDC judge’s records person. This observation must be at a test with three or more WRDX dogs exhibiting; if less than three dogs, two observations are required. The observation must be completed before accepting a WRDX assignment if it will be used as the requirement to judge. A Partner judge can do an observation to gain experience but it will not make them eligible to judge WRDX. Partner judges with an NCA WRDX title can judge a WRDX test with a Mentor judge that has one of the three aforementioned qualifications.

  If necessary, a judge may judge the WRDX division of a test even if they are entered in the WD/WRD division of the test. This should be avoided, if possible, but may be used as a last option with the WDC’s approval.
• **An NCA DDX test judging panel** must consist of two Mentor judges who must meet with a member of the WDC before judging or a Mentor judge and a member of the WDC who is a draft judge of any level. A Mentor judge could become automatically approved to judge DDX by completing an official observation, without evaluation, and having the test judges sign a form to verify the observation. The form must be sent to the WDC judge’s records person. This observation must be at a test with three or more DDX dogs exhibiting; if less than three dogs, two observations are required. The observation must be completed before accepting a DDX assignment if it will be used as the requirement to judge. A partner judge can do an observation to gain experience but it will not make them eligible to judge DDX. Partner judges with an NCA DDX title can judge a DDX test with a Mentor judge. If necessary, a judge may judge the DDX division of a test even if they are entered in the DD/TDD division of the test. This should be avoided, if possible, but may be used as a last option with the WDC’s approval.

**XI. Reporting Requirements for Judges**

Judges must report the completion of required, ongoing experience at tests during the year, with details regarding exhibition requirements met, with examples of continuing education opportunities and of documentation, including titles earned which support the move up to another judging level to the appropriate WDC contact who keeps the judging statistics. Each individual judge will be responsible for ensuring the WDC has the correct names of co-judges, dates of all requirements met, locations and club names, etc., for recording of their judging experiences and for titles earned. Judges will provide documentation of the above items within six (6) months of each event applicable.

An official form, created for this purpose will be used to record accomplishments and compliance with required exhibition or experience gained, or to advise the WDC that the judge has completed all requirements to move to a higher level of judging status. This form is available on the NCA web site. The form will be sent by each judge to the appropriate WDC contact keeping judging statistics. Documentation of those in attendance at continuing education offered at National Specialties events will be provided to the WDC by the host of these National Specialty seminars. This documentation will be added to each judge’s record.

The NCA website will be updated at least once monthly with transitions in judging status, to record judges who cannot accept judging assignments due to required exhibition requirements outstanding, as well as the names of judges who are
able to accept assignments once again after any lapse. The WDC will also use the documentation provided by the judges to flag the names of all judges who have earned a Team Draft Dog, NCA WRDX or NCA DDX title.

**XII. WDC Monitoring of Judges**

If the WDC receives several evaluations stating that a judge is not following the NCA regulations the WDC will decide whether the comments have merit. If so, the WDC will contact the judge and put them on educational notice asking that they re-familiarize themselves with the regulations. A member of the WDC will also observe the judges next assignment. If the WDC finds the judges assignment unsatisfactory the judge will have to go through the same re-evaluation procedure that has been set up for provisional judges. If the judge already has a next assignment set up and a WDC member cannot make that test the judge will have to be sure that the next assignment they accept will have a WDC member available to attend.

The WDC is especially concerned with judges who are ignoring or changing NCA regulations, making the tests too easy or too hard or bullying other judges. WDC members attending tests in any capacity may also speak to a judge after the test if they notice the judge not judging to the regulations. WDC members attending tests will also summarize the judging that they witnessed good or bad, to the WDC after the test.