



**Nova Scotia Duck Tolling Retriever Club (USA)**  
**ONLINE BOARD BUSINESS SESSION**  
Beginning Thursday, December 9, 2021  
**AGENDA**

**APPROVAL OF MINUTES**

September 2021 Annual Board Meeting Minutes

**(Please see: Attachment A – September 2021 Annual Board Meeting Minutes)**

**PRESIDENT'S REPORT**

*None submitted*

**SECRETARY'S REPORT**

*None submitted*

**TREASURER'S REPORT**

*None submitted*

**COMMITTEE REPORTS**

*None submitted*

**REGIONAL DIRECTOR REPORTS**

*None submitted*

**AGENDA ITEMS:**

**OLD BUSINESS**

**Proposal #1:** Amended Guidelines for the Conduct of Board Business

**Submitted by:** Francine Kaplan, Director Region 7

**(Please see Attachment B)**

**NEW BUSINESS**

**Proposal #1:** Conduct of Business

**Submitted by:** Terri Krause, President

Each year the Board must agree on the method to conduct Board Business as provided in the Bylaws which is in compliance with Alabama law related to conducting business without a meeting. In legalese there is a distinction between “meetings” and conducting business. “Meetings” require that all in attendance MUST be able to see or hear everyone else so can only be accomplished in-person or by video or telephone conferencing.

Since the Club has purchased a license to use the Zoom platform for video/telephone conferencing, the need to conduct Business outside of Meetings is greatly reduced.

The relevant Section in the Bylaws:

**Article III, Section 4. Board Business.**

The Board of Directors may also conduct business by telephone conference call, mail, and fax provided it does not conflict with any other provision of these Bylaws. All Board members must agree upon the means of communication. Items voted upon by telephone conference call, mail, and fax must be confirmed in writing within seven days.

Since approximately 2002, the Board has “conducted business” by using a Forum or Bulletin Board for discussions with all voting being done by mail or fax. However, the Board has to approve this additional method of conducting business each year.

**Specific Board Action Requested:** The NSDTRC (USA) Officers and Board agree to use the online Forum ONLY when scheduling conflicts necessitate the need. When that occurs, all voting will be done by mail or fax.

**Proposal #2:** Proposal to hold two concurrent specialties (Backyard Classic) July 8/9 2022. July 9 will be the official date of the BYC.

**Submitted by:** Sharon Kauzlarich

**(Please also see Attachment C – online application to Hold A Specialty)**

**Proposal Description:**

**October 3, 2021-** Proposal submitted to Bill Burland (Event Chair), Dan Kauzlarich (Region 2 Director) and Fran Kaplan (Region 7 Director). Ms. Kaplan notified because Michigan falls within AKC Division 5 which includes Kentucky and Ohio (NDSTRC Region 7)

**October 10, 2021- Proposal** submitted to Board of Directors

**Committee members:**

Sharon Kauzlarich (Co-chair)  
201 E. O’Brien St.  
Farmington, IL 61531  
beekauz@mchsi.com 309-338-2256

Teresa Czaplinski (Co-Chair)  
5674 W 1050 N  
Fountaintown, IN 46130  
indytollers@yahoo.com 317-509-8473

Sheryl Cassens  
5675 Winker Lane  
Prior Lake, MN 55372  
dogshaveaball@gmail.com 779-771-2192

Alyssa McGinnis-Metzler  
34195 Homer Reed Rd  
Barnesville, OH 43713  
alyssa.mcginis94@gmail.com 740-238-9768

Wendy Shumway (Treasurer)  
2385 Forest St  
Denver, CO 80207  
wshumwa@gmail.com 303-618-8689

**Location:** Monroe Michigan in conjunction with all-breed shows Michigan Sporting Dog Association (Friday) and Ann Arbor Kennel Club (Saturday).

**History/General Interest:** This cluster of shows offers unique opportunities for Tollers. **This request is for a concurrent specialty on both Friday and Saturday. Saturday will be the official date for the Backyard Classic.** Sweepstakes and Juniors will be offered on Saturday only and Obedience/Rally will be supported on Friday. The chairperson for the Ann Arbor Kennel Club is investigating if Sweepstakes can be held in conjunction with their all-breed show on Saturday. This would be beneficial as concurrent specialties are limited to 100 entries inclusive of sweeps and juniors. If we can move sweeps to the all-breed show on Saturday there will be less likelihood of maxing out entries. The two all-breed clubs do not charge our club to hold concurrent specialties. If the judges are chosen from their existing panels Friday's all-breed clubs limits judges fees to \$100 and Saturday's all-breed chairperson covers the judge's fee. MB-F does have fees for their work as the Superintendent. By offering back-to-back concurrent specialties the Toller Club can spread the fixed cost of \$495 to MB-F over two days (See attached contract). In addition, the host all-breed clubs are committed to timing making it possible for Tollers to compete in both the specialty and all-breed events (Friday would be sporting dogs only) More than likely Tollers will have the opportunity for major wins to be awarded at two events on Friday and Saturday (the specialty and the all-breed). Sunday also hosts an all-breed show but a major may not happen due to the Toller hunt tests happening that day. FYI, when Tollers held the BYC at this cluster in 2016 Sunday did see a 5-point majors for dogs and a 4-point major for bitches.

Holding back-to-back concurrent specialties involves little more work on the part of the committee while increasing the financial opportunity to the NSDTRC. In addition, it offers our club members multiple opportunities to show their dogs and earn majors. It is traditional for trophies to be given at the BYC. Given 2022 would encompass two specialties it is proposed Saturday be the day to award conformation trophies.

Both host clubs, Michigan Sporting Dog Association and Ann Arbor Kennel Club, have a long history of supporting Specialty shows and are very excited to welcome the Backyard Classic back to their grounds.

While the Michigan area does not have a large gathering of Tollers it is important to look at the history of the 2016 Backyard Classic at Monroe, Michigan where Tollers showed as a supported

entry on Saturday with an entry of 91 Tollers from across the US and Canada. There were 179 Toller entries in conformation over the three-day event with 5-point majors in both sexes for Friday and Saturday. Sunday saw a 5-point major for dogs and a 4-point major for bitches.

In addition to back-to-back concurrent specialties Tollers would have many other activities in which to participate. The Michigan Sport Dog Association and the Ann Arbor Kennel Club will offer the following (subject to change): obedience, rally, dock diving, 4–6-month puppy, health clinics, Junior University, Junior Scholarships, Pee-Wee, barn hunt, fast cat, and Sunday’s Best in Specialty competition (all specialty winners from across the three days compete for Best). For reference to the past events, I’ve attached previous years Premium listing

**Proximity to National Specialty:** The proposed Backyard Classic in Monroe, Michigan is well within the required days (60+) and miles (562) of the 2022 National Specialty in Bethlehem, Pennsylvania.

**Past Attendance:** The Backyard Classic is unique in the fact the event moves location each year. Therefore the host location may not have drawn majors in the prior years. However, the BYC history of majors can be demonstrated as the last three BYC’s drew 5-point majors in both sexes:

**Grayslake, IL** 2018 entries for the cluster were 165 with 71 Tollers showing at the specialty.

**Cambridge, MN** 2019 entries for the cluster were 126 with 54 Tollers showing at the specialty.  
2020-No BYC due to Covid

**Grayslake, IL** 2021 entries for the cluster were 200 with 59 Tollers showing at the specialty

**Selection of Judges:** The all-breed clubs will provide a list of judges on their panel who are approved to judge Tollers. If we choose from that panel there will be no judge’s cost to our club. The judges’ fee and travel expense will be bore by the all-breed clubs. It would seem reasonable to choose from their list. This may, however, make it difficult to meet the requirement listed under iv. (3) “judge shall not have judged Tollers within 500 miles and within 6 months of the proposed event.” If we choose a judge on the all-breed panel, it should be noted the NSDTRC would not have a contract with the judge.

#### **Amenities:**

-Space can be reserved for grooming

-Ribbons and rosettes are included with our fee to MB-F (See attached contract)

-Room can be rented for Judges Education

-4H building can be rented for banquet

-Separate catalog included in our fee to MB-F

-Plenty of RV camping spots

-Entry fees for the Specialties belong to the NSDTRC. From these fees the NDSTRC would be obligated to the following fees to MB-F a \$495 onetime fee and \$6.95 per entry above 25. Any AKC fees would also be our club’s responsibility. (See attached contract)

-The Ann Arbor Kennel Club pays the NDSTRC \$2 per entry in their all-breed shows on Saturday and Sunday (not the specialties). They provide all the physical structures needed to hold the specialties (tents, tables, gates, etc.). The NSDTRC will need to provide ring stewards for the Specialties or hire a steward from the all-breed club.

**Sweeps and Non-regular classes:** Puppy, veterans and hunting sweeps would be offered on Saturday. Junior Showmanship would be offered on Saturday as well. Obedience/Rally would be supported on Friday

**\*\*\*\*Updated information provided by Sharon Kauzlarich on November 26, 2021\*\*\*\***

Prior to the upcoming board meeting I wanted to send an update on progress that has been made toward the 2022 Backyard Classic:

Per Terri's approval I surveyed active show people from Region 2 for their input on choosing judges for Friday and Saturday's concurrent Specialties. After the results were in the following judges have been secured:

Friday - Jane Myers will judge our concurrent specialty. Ms. Myers is on the all-breed panel for this cluster so travel/meals/lodging will be covered by the all-breed clubs. Ms. Myers fee for judging our specialty will be \$100

Saturday - Peggy Beisel McIlwaine will be judging Saturday's concurrent specialty. This will be the Backyard Classic date. Ms. McIlwaine's expenses will be covered by the all-breed clubs and there will not be a judge's fee for her.

Hunt test- Teresa, with help from Mary Palkowski, has secured grounds at Michigan Flyways in Williamston, Mi. That club will give the final approval at their board meeting in January. At this point I don't know the cost for the grounds or renting their equipment

**Specific Board Action Required:** Please approve the request for concurrent specialties on July 8, 2022 in conjunction with the Michigan Sporting Dog Association and on July 9 in conjunction with the Ann Arbor Kennel Club.

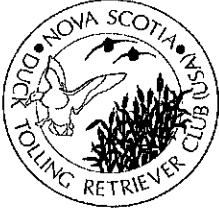
**ADJOURNMENT**

**CONFIDENTIAL**

**EXECUTIVE SESSION:**

**Proposal #1:** Appointment of 2021 Nominating Committee  
Submitted by: Terri Krause

**ADJOURNMENT**



**Nova Scotia Duck Tolling Retriever Club (USA)**  
**ANNUAL IN PERSON BOARD BUSINESS SESSION**  
September 6, 2021  
**MINUTES**

**ROLL CALL**

In attendance: Terri Krause, Danielle Winship, Carolyn Kurth, Dan Kauzlarich, Wendy Shumway, Ann DiSilvestre, Francine Kaplan, and Jean Gilroy.

In attendance by video: Joy Annunziato and Alyson Casper.

In attendance by phone: Donna Murdoch.

**Meeting was called to order at 9:16am MST.**

**APPROVAL OF MINUTES**

June 2021 Video Conference Board Meeting Minutes

**Motion:** I move to approve the minutes as written.

Motion made by Francine Kaplan. Wendy Shumway seconded the motion.

**APPROVE [ 11]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, D. Murdoch, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**Board of Directors' reports were reviewed.**

**Committee reports were reviewed.**

**AGENDA ITEMS:**

**OLD BUSINESS**

Recess for lunch. Board reconvened at 1:20pm.

Director Donna Murdoch recessed at this time.

**NEW BUSINESS**

**Proposal #1:** Funding the Best of Breed award at Annual National Specialty

**Submitted by:** Dan Kauzlarich

**Motion:** To approve the Club sponsorship of the Best of Breed trophy at the Annual National Specialty. Motion made by Danielle Winship. Motion seconded by Terri Krause.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**Proposal #2:** Application to Hold an Independent Specialty at MD Sporting Dog Association  
**Motion:** To approve a designated Specialty to be held at the MD Sporting Dog Association in 2022.

Motion made by Dan Kauzlarich. Motion seconded by Francine Kaplan.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**Proposal #3:** Amendment to the NSDTRC (USA) Specialty Guidelines

**Motion:** To approve the amendment to the NSDTRC (USA) Specialty Guidelines.

Motion made by Ann DiSilvestre. Terri Krause seconded the motion.

Motion withdrawn by Ann DiSilvestre.

**Motion:** No revisions will be made at this time to the Specialty Guidelines. The BOD will continue to approve all specialties.

Motion made by Danielle Winship. Carolyn Kurth seconded the motion.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**Proposal #4:** Amend the Official Club Facebook Policy

**Motion:** To table Proposal #4 until such time that Danielle Winship will provide the BOD with an alternative proposal.

Motion made by Danielle Winship. Motion seconded by Dan Kauzlarich.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors*

**NEW BUSINESS**

**Motion:** The BOD to approve that all Independent Specialties, Club Field Tests, and Supported Entries utilize the NSDTRC (USA) Financial Spreadsheet maintained in Google Docs and developed and maintained by the Club Treasurer as amended from time to time. This will allow for streamlined, real-time reporting, as well as accuracy and consistency of the event finances. Motion made by Francine Kaplan. Dan Kauzlarich seconded the motion.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors*

**ADJOURNMENT**

**Motion:** I move to adjourn the September 2021 Board Business Session. Motion made by Terri Krause. Wendy Shumway seconded the motion.

**APPROVE [ 10 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, A. Casper and J. Annunziato.

**OPPOSE [ ]:**

**ABSTAIN [ ]:**

*Motion approved by the Board of Directors.*

Director Donna Murdoch returned to the meeting.

**Motion:** To reconvene the September 2021 Board Business Session. Motion made by Terri Krause. Carolyn Kurth seconded the motion.

**APPROVE [ 11 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, D. Murdoch, A. Casper and J. Annunziato.

**OPPOSE [ ]:**

**ABSTAIN [ ]:**

*Motion approved by the Board of Directors.*

**Motion:** To allow Region 4 to submit a Show in the Box Proposal to the BOD. Motion made by Donna Murdoch. Motion seconded by Francine Kaplan.

**APPROVE [ 11 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, D. Murdoch, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**ADJOURNMENT**



**Motion:** I move to adjourn the September 2021 Board Business Session.  
Motion made by Terri Krause. Carolyn Kurth seconded the motion.

**APPROVE [ 11 ]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, D. Murdoch, A. Casper and J. Annunziato.

**OPPOSE [ ]:**

**ABSTAIN [ ]:**

*Motion approved by the Board of Directors.*

**Motion:** To enter into an Executive Session.  
Motion made by Terri Krause. Carolyn Kurth seconded the motion.

**APPROVE [11]:** C. Kurth, W. Shumway, D. Kauzlarich, T. Krause, A. DiSilvestre, D. Winship, F. Kaplan, J. Gilroy, D. Murdoch, A. Casper and J. Annunziato.

**OPPOSE [ 0 ]:**

**ABSTAIN [ 0 ]:**

*Motion approved by the Board of Directors.*

**Motion:** To limit each member to 2 (two) minutes of discussion time. Minutes do not carry over to the next member. If the procedure is violated, the member will be put on mute by the administrator.

Motion made by Dan Kauzlarich. Terri Krause seconded the motion.

*Motion approved by the Board of Directors.*

## **OLD BUSINESS**

**Proposal #1:** Appointment to the Judge's Education Committee (JEC) to return the Committee to a three person committee.

*Motion was not approved by the Board of Directors.*

Director Alyson Casper recessed from the meeting.

## **NEW BUSINESS**

Proposal #1: Appoint National Rescue Chair.

**Motion:** To approve Janis Dibert as the National Rescue Chair.

Motion made by Ann DiSilvestre. Terri Krause seconded the motion.

*Motion approved by the Board of Directors.*

**Motion:** To announce Janis Dibert as the National Rescue Chair.

Motion made by Francine Kaplan. Carolyn Kurth seconded the motion.

*Motion approved by the Board of Directors.*

Proposal #2: Discussion

Proposal #3: Discussion

Proposal #4: Review and approve standing and ad hoc committees.

Updated the Chart by removing Lee Ann Gleason and Katie Dugger from the Health & Genetics Committee. Included Janis Dibert as the Rescue Coordinator Chair and removed her from the Region 7 position. And removed M. Siniski from the Region 1 Rescue position.

**Motion:** To award the 2021 Heart of the Club award to Julie Hanson. Donna McClelland to accept the award on her behalf.

*Motion approved by the Board of Directors.*

**Motion:** To adjourn the Executive Session at 5:35 pm MST.

Motion made by Dan Kauzlarich. Terri Krause seconded the motion.

*Motion approved by the Board of Directors.*

NOTE: President's vote was cast for all motions, but only counted in the case of a tie.

Respectfully submitted,

Ann DiSilvestre, Secretary

**Proposal Title:** Amended Guidelines for the Conduct of Board Business

**Submitted by:** Francine W Kaplan, Director Region 7  
**Date of Submission:** 11/17/2020

**Proposal Description:**

Amend the Guidelines for the Conduct of Board Business as set forth in the attached proposed Guidelines.

**Proposal Justification:**

The Board adopted Guidelines for the Conduct of Board Business. It amended those guidelines in October 2008 to provide for the use of a written forum through the club's website. This process has proved to be unnecessarily cumbersome resulting in significant delays in completing the conduct of business and confusion. Technology since 2008 in video conferencing has significantly advanced since 2008 and provides the means for the Board to meet regularly and succinctly.

The attached amendments include:

1. delete references to the Forum
2. reorganize the flow of the tasks in the document.
3. include all references to the conduct of meetings in the present By Laws
4. provide for regular meetings in the manner proposed by Joy Annunziato, VP in a separate proposal.

Attached for reference are the current Guidelines for the Conduct of Board Business Amended October 2008 and the proposed new Guidelines.

**Administration:**

Should require less time and effort by Board members since the Forum process resulted in meetings lasting over a period of months.

**Financial Implication:**

None unless the Club wants to purchase its own video conferencing software license with Zoom, Microsoft Teams or Ringcentral Meetings.

**Specific Board Action Requested:**

Approve the attached Guidelines for the Conduct of Board Business Amended December 7, 2020.

F.W.K.

***Guidelines for the Conduct of Board Business***  
***Amended December 7, 2020***

These guidelines are established to facilitate getting the business of the Board completed in an efficient and timely fashion with opportunity for every Board member to have input in the discussions. These are not strict rules, but a guide to assist Board members in understanding how the process works and what is expected while conducting Board Business.

1. The Board will conduct business on a periodic basis using a format agreed upon by all Board members at the annual in-person meeting each year.
2. The Board will hold a meeting at least bi monthly on the third Wednesday of the month via video conferencing software or in person.
3. Prior to each meeting, the Secretary will send out a notice requesting reports/agenda items to all Board members, Appointed Officials, Committee Chairs, and Members, including deadlines for submitting information.
4. Notice of the date that business will commence will be sent to all Members at least 14 days prior to starting business.
5. Other meetings of the Board shall be held at such times and places as are designated by the President or a majority vote of the entire Board.
6. On occasion business may be of such urgency that the President or a majority of the entire Board may request a that prior notice be waived so that business may commence in a time period less than the customary 14 day notice. Each Board member will be asked if they agree to waive notice, and if no one objects the waiver will take effect.
7. Special meetings may be called by the President or a majority vote of the members of the Board of Directors, and shall be called by the Secretary upon receipt of a petition signed by ten (10) percent of the members of the Club who are in good standing and in accordance with the notice requirements in the By Laws.
8. The Secretary will provide copies of all proposals received to each Member of the Board of Directors within 48 hours or receipt.
9. The Secretary will e-mail to each Board member a packet of information that includes the agenda and reports so that Board members have the opportunity to review all information prior to starting business.
10. The length of time a meeting lasts will be determined by the complexity of the items on the agenda. Deadlines will be set for discussion, but the overall length of time for a business session is open ended and will continue until all agenda items are addressed.

11. The President will attempt to consolidate business into an agenda so that business is not conducted on a continual basis.
12. Occasionally, there may be new agenda items introduced during a business session that were not on the original agenda. When this happens an e-mail notice will be sent to all Board members indicating that a new topic that is not on the agenda has been introduced. All Board members must agree to the addition of the topic for any action to be taken. If there is an objection, the topic will be moved to the agenda for the next session of business.
13. Robert's Rules have been modified to a more informal process as is provided in this publication.
14. The President may choose from time to time to use a "Without objection" statement to conclude business on those items with no discussion and that are not considered to affect club policy or function. If no objection is voiced by a Board Member, then the action proposed without objection is considered binding.
15. If a meeting continues for greater than one session, the Secretary may send out ballots on a periodic basis on those motions needing to be voted. Ballots need to be mailed, e-mailed or faxed back to the Secretary in the time allotted to be counted.
16. Policy approved, October 2008, that all matters related to committee appointments be conducted in Executive Session. The Secretary will record in the regular minutes that an Executive Session was held and list the names of the individuals appointed to the various positions.
17. It is understood that each Board member has a life outside the Club and may on occasion have difficulty participating in the conduct of business; however, it is believed that each Board member in accepting nomination and election to the NSDTRC (USA) Board of Directors has a responsibility to participate as an obligation to the Club and its membership.

## **--Current Guidelines--**

### ***Guidelines for the Conduct of Board Business***

These guidelines are established to facilitate getting the business of the Board completed in an efficient and timely fashion with opportunity for every Board member to have input in the discussions. These are not strict rules, but a guide to assist Board members in understanding how the process works and what is expected while conducting Board Business.

1. The Board will conduct business on a periodic basis using a format agreed upon by all Board members at the annual in-person meeting each year. The current agreed upon format is a web based bulletin board service called the Forum.
2. The President will attempt to consolidate business into an agenda so that business is not conducted on a continual basis.
3. Prior to beginning business, the Secretary will send out a notice requesting reports/agenda items to all Board members, Appointed Officials, and Committee Chairs including deadlines for submitting information.
4. Notice of the date that business will commence will be sent to all Board members at least 14 days prior to starting business.
5. The Secretary will mail to each Board member a packet of information that includes the agenda and reports so that Board members have the opportunity to review all information prior to starting business.
6. On occasion business may be of such urgency that the President may request that prior notice be waived so that business may commence in a time period less than the customary 14 day notice. Each Board member will be asked if they agree to waive notice, and if no one objects the waiver will take effect.
7. The length of time a business session lasts will be determined by the complexity of the items on the agenda. Deadlines will be set for discussion, but the overall length of time for a business session is open ended and will continue until all agenda items are addressed.
8. When business commences, all of the topics on the agenda will be posted on the forum. Each Board member will reply to each topic within two weeks of the start of the business session. After two weeks, depending on the complexity of each topic, either a motion will be made or the discussion will be extended for a set period of time. [See #161
9. If there are occasions when a Board member is unable to participate or "listen" for a period greater than a week, the Board member will communicate that information to the Secretary.
10. If a Board member has computer problems and is unable to participate or "listen" for a period greater than a week, the Board member will communicate the information to the Secretary so that an alternate means of communication can be established.
11. Agenda topics will be posted to the Forum by the President or Secretary with the date the topic was introduced beside the topic, i.e. Approval of Minutes <insert date>. Occasionally, there may be new agenda items introduced during a business session that were not on the original agenda. When this happens an e-mail notice will be sent to all Board members indicating that a new topic that is not on the agenda has been introduced. All Board members must agree to the addition of the topic for any action to be taken. If there is an objection, the topic will be moved to the agenda for the next session of business.
12. Robert's Rules has been modified to a more informal process as is provided in the publication. The process generally follows a progression of Agenda topic placed on the Forum, discussion/debate and then a motion/second. If discussion/debate has been extensive, a Board member may choose to propose a motion that will be made in "X number of days if there is no further discussion."

13. To facilitate the process of getting business completed and to ascertain whether a Board member is "listening," each Board member is expected to make comment on each topic at least once. Comment can be no more than "No comment," "No opinion," "I agree/disagree," etc. and generally only needs to be stated once in the discussion.
14. Occasionally there may be items that are urgent and require a decision to be made in less than two weeks. This will be indicated on the forum when the topic is introduced. A minimum time for discussion shall be 4 days before a motion is made. This minimum time may be shortened if there is a clear consensus of opinion as indicated by Board members making comment.
15. Additionally, the President may choose from time to time to use a "Without objection" statement to conclude business on those items with no discussion and that are not considered to affect club policy or function. If no objection is voiced in 7 days, then the action proposed without objection is considered binding.
16. The Board agrees to shorten the time frame for a response to an on-line post, such that after the first post on a topic, after 3 business days either the topic/discussion is continued with a new post, or a motion is made or the discussion is tabled.
17. If the business session continues for greater than a month, the Secretary may send out ballots on a periodic basis on those motions needing to be voted. Ballots need to be mailed or faxed back to the Secretary in the time allotted to be counted.
18. Policy approved, October 2008, that all matters related to committee appointments be conducted in Executive Session. The Secretary will record in the regular minutes that an Executive Session was held and list the names of the individuals appointed to the various positions.

It is understood that each Board member has a life outside the Club and may on occasion have difficulty participating in the conduct of business; however, it is believed that each Board member in accepting nomination and election to the NSDTRC (USA) Board of Directors has a responsibility to participate as an obligation to the Club and its membership.





Attachment C-1

**Subject:** Proposal To Hold A Specialty [#4]

**From:** "Wufoo" <no-reply@wufoo.com>


**Date:** 10/20/2021, 4:55 PM

**To:** Events@nsdtrc-usa.org,Secretary@nsdtrc-usa.org,Treasurer@nsdtrc-usa.org,president@nsdtrc-usa.org

- 1. What type of Specialty are you proposing? \* Concurrent
- 2. Date of proposed Show: \* Friday, July 8, 2022
- 3. Name, if any, of Host Club: \* Michigan Sporting Dog Association Please note this is the 2nd proposal for back-to-back specialties. See Proposal for the Backyard Classic submitted for 7/9/2022
- 4. Location of proposed Show: \*  Monroe County Fairgrounds 3775 S. Custer Rd.  
Monroe, Michigan 48161  
United States
- 5. Specialty Committee Chair: \* Sharon Kauzlarich
- 6. Address \*  201 E. OBrien St.  
Farmington, IL 61531  
United States
- 7. Email \* beekauz@mchsi.com
- 8. Phone Number \* (309) 338-2256
- 9. Name(s) and date(s) of NSDTRC (USA) Event Committees served on in the past. State positions held. \* 2011(?) Backyard Classic Chairperson- 2019 Specialty Backyard Classic chairperson, various other positions for other Backyard Classics as well as Nationals. Trophy Chair - sorry been doing this long enough I don't remember dates/events
- 10. Specialty Committee Treasurer (must be different than Chair): \* Wendy Shumway
- 11. Address \*  2385 Forest St  
Denver, Colorado 80207  
United States
- 12. Email \* wshumwa@gmail.com
- 13. Phone Number \* (303) 618-8689
- 14. Name(s) and date(s) of NSDTRC (USA) Event Committees served on in the past. State positions held. \* 2019 National Specialty Chairperson, Various positions for the Sunflower Classic in Kansas, Regional Director, Hunt Test Secretary  
2021 National Specialty
- 15. Please provide the names & contact information for 2 additional Committee Members.  
Committee Member #1: \* Sheryl Cassens
- 16. Address \*  5675 Winker Lane  
Prior Lake, Minnesota 55372  
United States



Attachment C-2

17. Email \* [dogshaveaball@gmail.com](mailto:dogshaveaball@gmail.com)
18. Phone Number \* (779) 771-2192
19. Name(s) and date(s) of NSDTRC (USA) Event Committees served on in the past. State positions held. \* None to my knowledge. Sheri will be doing trophies
20. Committee Member #2: \* Teresa Czaplinski
21. Address \*  5674 W 1050 N  
Fountaintown, Indiana 46130  
United States
22. Email \* [indydollers@yahoo.com](mailto:indydollers@yahoo.com)
23. Phone Number \* (317) 509-8473
24. Name(s) and date(s) of NSDTRC (USA) Event Committees served on in the past. State positions held. \* Please note Alyssa will be be committee member for Friday as well. Teresa Czaplinski will be co-chairing both days with Sharon Kauzlarich. Teresa will concentrate on obedience and rally. She has top ranking Tollers in both venues. Teresa has helped with hunt tests.

25. Location: Please state the proposed location for this event and list the history of prior Toller events at this location and why this location has been chosen by the Committee. \*

This request is for Friday and fits hand-in-hand with the proposal for the Backyard Classic on 7/9/2022. Friday's concurrent specialty will also support obedience and rally. There will not be sweepstakes on Friday nor will there be trophies for conformation. The two all-breed clubs do not charge our club to hold concurrent specialties. If the judges are chosen from their existing panels Friday's all-breed clubs limits judge's fees to \$100. MB-F has fees for their work as the Superintendent. By offering back-to-back concurrent specialties the Toller Club can spread the fixed cost of \$495 to MB-F over two days (See attached contract). In addition, the host all-breed clubs are committed to timing making it possible for Tollers to compete in both the specialty and all breed events (Friday would be sporting dogs only) More than likely Tollers will have the opportunity for major wins to be awarded at two events on Friday and Saturday (the specialty and the all-breed). Sunday also hosts an all-breed show but a major may not happen due to the Toller hunt tests happening that day. FYI, when Tollers held the BYC at this cluster in 2016 Sunday did see a 5-point majors for dogs and a 4-point major for bitches.

Holding back-to-back concurrent specialties involves little more work on the part of the committee while increasing the financial opportunity to the NSDTRC. In addition, it offers our club members multiple opportunities to show their dogs and earn majors. It is traditional for trophies to be given at the BYC. Given 2022 would encompass two specialties it is proposed Saturday be the day to award conformation trophies.

Both host clubs, Michigan Sporting Dog Association and Ann Arbor Kennel Club, have a long history of supporting Specialty shows and are very excited to welcome the Backyard Classic back to their grounds.

26. Explain why the location will result in enough interest and support of the Membership to warrant a Specialty. \* While the Michigan area does not have a large gathering of Tollers it is important to look at the history of the 2016 Backyard Classic at Monroe, Michigan where Tollers showed as a supported entry on Saturday with an entry of 91 Tollers from across the US and Canada. There were 179 Toller entries in conformation over the three-day event with 5-point majors in both sexes for Friday and Saturday. Friday's entry was 63 Tollers. Sunday saw a 5-point major for dogs and a 4-point major for bitches.

27. How many days before or after the National Specialty is the proposed event? \* 60

28. Explain why enhanced attendance is expected. \*

Friday showcases Sporting Dogs. Tollers will be competing with top sporting dogs from across US and Canada. In addition to back-to-back concurrent specialties Tollers would have many other activities in which to participate. The Michigan Sport Dog Association and the Ann Arbor Kennel Club will offer the following (subject to change): obedience, rally, dock diving, 4-6-month puppy, health clinics, Junior University, Junior Scholarships, Pee-Wee, barn hunt, fast cat, and Sunday's Best in Specialty competition (all specialty winners from across the three days compete for Best). For reference to the past events, I've attached previous years Premium listing The 2019 Premium will be sent to the NSDTRC secretary for reference.

29. List the past entry in dogs and bitches at the show for the last 3 years. Due to Covid, you can skip the year 2020.  
Year: \*

30. Total # of Entries: \* 71

31. # of Class Dogs \* 18

32. # of Class Bitches \* 13

33. Year: \* 2019

34. Total # of Entries \* 54

35. # of Class Dogs \* 12

36. # of Class Bitches \* 10

37. Year: \* 2021

38. Total # of Entries \* 59

39. # of Class Dogs \* 12

40. # of Class Bitches \* 16

41. Will you have input into the selection of the Judge? \*

Yes

42. The Host Club will provide the following (check all that apply): \*

- Ribbons
- Rosettes

43. If the Host Club is not providing Ribbons or Rosettes, who will pay for them? MBF - See contract sent to NSDTRC secretary

44. Attach a copy of the offer sheet provided by the Host Club. This will include the financial incentives and may be a simple email statement from the Host Club Show Chair. \*



[mbf\\_2\\_day\\_nova\\_scotia\\_duck\\_tolling\\_retriever\\_club\\_usa.pdf](#)  
725.09 KB · PDF

45. Check which Non Regular Classes will be approved and offered:

- Hunting Retriever
- Working Retriever

46. Explain any financial incentives inuring to the benefit of the Club and describe the plan to keep the event cost neutral to the Club. \*

-Entry fees for the Specialties belong to the NSDTRC. From these fees the NDSTRC would be obligated to the following fees to MB-F a \$495 onetime fee and \$6.95 per entry above 25. Any AKC fees would also be our club's responsibility. (See attached contract)

-The Ann Arbor Kennel Club pays the NDSTRC \$2 per entry in their all-breed shows on Saturday and Sunday (not the specialties). They provide all the physical structures needed to hold the specialties (tents, tables, gates, etc.). The NSDTRC will need to provide ring stewards for the Specialties or hire a steward from the all-breed club.

-raffles and other fund raisers

47. By checking this box, the Committee understands and agrees to and will submit all contracts to the Board through the Secretary and Events Chair for review prior to signature. \* • Check Here

48. By checking this box, the Committee understands and agrees to work with the Treasurer on a rolling basis in the format determined by the Treasurer to provide an accounting of the event. \* • Check Here

49. Host Hotel (if any): tbd

50. Address  201 E OBRIEN ST  
FARMINGTON, IL 61531  
United States

51. Specific Board Action Requested: \* Approve a Concurrent Specialty to be held on the date listed in Question 2 in conjunction with the Host Club listed in Question 3.

52. Date notified Events Chair: \* Sunday, October 3, 2021

53. Date notified the Regional Director(s): \* Sunday, October 3, 2021

54. Date submitted to the Secretary for approval: \* Wednesday, October 20, 2021

55. Name of the person responsible for submission of the show report within 7 days after the event: \* Sharon Kauzlarich



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