



Nova Scotia Duck Tolling Retriever Club (USA)
VIDEO/TELECONFERENCE BOD MEETING
Thursday, April 21, 2022
AGENDA

APPROVAL OF MINUTES

February 2022 Video/Teleconference Board Meeting

(Please see: Attachment A – February 2022 Board Meeting Minutes)

PRESIDENT'S REPORT

None submitted

SECRETARY'S REPORT

None submitted

TREASURER'S REPORT

None submitted

COMMITTEE REPORTS

Membership Committee

Submitted by: Michele Levitt, Chair

In an effort to prevent unauthorized use of the Club Membership Roster, it will no longer be emailed to the Regional Mailing Lists. Once the Roster is completed with the updated 2022 information, it will be available for viewing and downloading in the Members Only section of the Club website. An announcement will be sent to the Regional Mailing Lists when it becomes available. For security reasons a username & password are required to enter this section. If you do not have a username/password, please send an email request to: webmaster@nsdtrc-usa.org.

The printed Roster will continue and will be mailed out to everyone that ordered one as soon as it is completed at the printers.

Rescue Task Force Committee Report

Submitted by: Donna McClellan

The purpose of this is to document the work and recommendations of the Rescue Task Force. The task force consisted of Janis Dibert, Jane Billman, and myself.

Process

We reviewed all the rescue documents on the NSDTRC (USA) website assuming that the website is a complete record of the program's communication, documents, and policies. We then reviewed and explored other breeds websites and policies. This included the national programs of the Flat Coats, Field Spaniels, Curly Coat Retrievers and a local Golden Retriever Club rescue. The structure of these organizations varied but the basic policies and procedures

were similar to the NSDTRC (USA). It is our consensus that the NSDTRC (USA) policies are adequate and no major changes are needed. Our recommendations focus on improving communication.

Recommendations

- 1) We recommend that the Regional Rescue Coordinators be given an “at a glance” summary of the club’s policies key policies. See example below.
- 2) The Rescue section of the club website is dated and we recommend revision to more clearly describe the program and key requirements.

***** Example *****

Purpose of rescue: The Rescue Program of the NSDTRC (USA) is dedicated to the rescue, re-homing, and adoption of the Nova Scotia Duck Tolling Retriever. It is comprised of all-volunteer members whose purpose is education about the breed and re-homing Tollers to appropriate homes. The program is funded through adoption fees and donations from our club members.

Key Points

The National Rescue Coordinator oversees and coordinates the entire rescue program and reports to the NSDTRC (USA) Board of Directors. Each Regional Rescue Coordinator is responsible for organizing the rescue of individual dogs in their region and coordinating with the National Coordinator and other Regional Coordinators in the placement of dogs in the best possible homes available.

If the dog does not have verification of being a purebred Toller, every effort should be made to determine that the dog is a Toller.

Dogs with a history of biting are not eligible to enter the program. No exceptions will be approved.

Dogs exhibiting aggression towards people and other dogs should be carefully evaluated. Most rescue dogs are placed in homes with people who want a pet and are not experienced in managing dogs with these types of behavioral problems.

Dogs in the NSDTRC (USA) Rescue are legal property of the club until ownership is transferred to the new owners.

All dogs will be examined by a veterinarian, have current vaccinations, and be spay or neutered prior to placement in their new home. No exceptions will be approved.

Some dogs might need to be evaluated for more serious health problems and treatment. These expenses need approval by the National Rescue Coordinator.

Other reasonable expenses will be reimbursed by submitting receipts to the National Coordinator. Expenses generally not approved include, boarding, assessment by a dog behaviorist evaluations, training, transportation, and grooming. If in doubt, contact the National Coordinator.

The Adoption Fee is \$325.00. Exceptions must be approved by the National Coordinator.

REGIONAL DIRECTOR REPORTS

None submitted

AGENDA ITEMS:

OLD BUSINESS

Proposal #1: Application for the National Specialty, 2025, Purina Farms Event Center

Submitted by: Kathy Guerra

(Please see Attachment B)

NEW BUSINESS

Proposal #1: NSDTRC (USA) National Specialty Work Requirement Mandates for Board of Directors (“BOD”) Travel Reimbursements

Submitted by: Carolyn S. Kurth, Club Treasurer

Proposal Description: Create and Enforce NSDTRC (USA) National Specialty Work Requirement Mandates in order for the Club’s Officers and Directors to be eligible for Full Reimbursement of their travel to and from the Annual in Person BOD Meeting and In Person Membership Meeting.

Proposal Justification: The current NSDTRC (USA) policies allow for FULL reimbursement of travel expenses to the Club’s Officers and Directors for their travel to and from the Annual in Person BOD Meeting right through to attendance at the In Person Membership Meeting – without any requirement to work or volunteer at the event. The only current requirement is attendance at the two meetings themselves.

The Club is currently reimbursing for:

1. **Airfare and/or Mileage** - *Full Reimbursement* of travel to and from the Annual in Person BOD Meeting and In Person Membership Meeting;
2. **Vehicle Rental** - *Full Reimbursement* of Vehicle Rental starting with attendance at the Annual in Person BOD Meeting right through to attendance at the In Person Membership Meeting;
3. **Hotel or Daily Camping Fee** - *Full Reimbursement* of Hotel Charges or Daily Camping Fees starting with attendance at the Annual in Person BOD Meeting right through to attendance at the In Person Membership Meeting.

Unfortunately, the current system is flawed and includes a risk of the Club (the Membership) paying for the Club's Officers and Directors travel expenses for days in which they are free to do whatever they want (i.e.: vacation, site see, etc...). The current system does not currently require any participation on the days between the two meetings or any work whatsoever at the NSDTRC (USA) National Specialty. The Club has a requirement to protect against Fraud, Waste and Abuse - this flaw in the system is an internal control weakness and needs to be corrected and the controls tightened up. Additionally, the National Specialty is always in need of additional volunteers to help the event run smoothly.

Recommended amendments to the Club's reimbursement policy:

1. **Airfare and/or Mileage** - *Partial Reimbursement* of travel to and from the Annual in Person BOD Meeting and In Person Membership Meeting – *prorated based on the number of eligible days*;
2. **Vehicle Rental** - *Partial Reimbursement* of Vehicle Rental starting with attendance at the Annual in Person BOD Meeting right through to attendance at the In Person Membership Meeting – *prorated based on the number of eligible days*;
3. **Hotel or Daily Camping Fee** - *Partial Reimbursement* of Hotel Charges or Daily Camping Fees starting with attendance at the Annual in Person BOD Meeting right through to attendance at the In Person Membership Meeting – *only eligible days are reimbursed*.

Recommendations in order for ineligible travel days to become eligible for reimbursement:

1. The Club's Officers and Directors MUST work a certain number of "Shifts" during the course of the NSDTRC (USA) National Specialty in order to be reimbursed for their travel expenses associated with the "ineligible days".
2. The Club's Officers and Directors MUST submit the Worker Coupons with their request for travel reimbursement in order for the expenses associated with the "ineligible days" to be considered eligible for reimbursement.
3. Develop Worker Coupons:
 - a. Map out all Positions needed per day / per event;
 - b. Determine Shifts (4-hour Shifts | 2-hour Shifts, etc...);
 - c. Identify how many Shifts will need to be worked in order to fulfill eligibility requirements;
 - i. Recommendation is for Four (4) Shifts of Two (2) hours each - for a total of 8 hours of volunteering @ the NSDTRC (USA) National Specialty - based on Two (2) days between the meetings
 - ii. Shifts can be spread across the ENTIRE event – they do not necessarily need to be on the days between the two meetings. This proposal is about reasonability and fairness – not meant to be punitive. An individual may be needed (and choose) to work all 8 hours on one day and then elect to focus on competing with their dogs on the other days. We don't want to discourage folks from participating. There should be flexibility in the program based on the needs of the Event and the schedules of the individuals.

- d. Create Worker Coupons – Give to the Club’s Officers and Directors when they work their Shift.

Administration: Amendment of current reimbursement policy and creation of the Worker Coupons. The Club Treasurer will develop the Worker Coupons and provide to the NSDTRC (USA) National Specialty Committee.

Financial Implications: The financial impact of this proposal is a cost savings to the Club. There is no cost associated with the administration of the requirement.

Board Action Requested: The Board approve the proposal to create and enforce NSDTRC (USA) National Specialty Work Requirement Mandates in order for the Club’s Officers and Directors to be eligible for Full Reimbursement of their travel to and from the Annual in Person BOD Meeting and In Person Membership Meeting.

ADJOURNMENT

EXECUTIVE SESSION

Proposal #1: Review Club Mentor Application

Proposal #2: Review Committee Chair



Nova Scotia Duck Tolling Retriever Club (USA)
VIDEO/TELECONFERENCE BOD MEETING
Thursday, February 24, 2022
MINUTES

The meeting was called to order at 8:05pm EST. by President Terri Krause.
Roll call was taken. Voting Members present on the video/teleconference call:
Terri Krause, President, Ann DiSilvestre, Secretary, Carolyn Kurth, Treasurer, Joy Annunziato, Vice President, Jean Gilroy, Region 1 Director, Dan Kauzlarich, Region 2 Director, Danielle Winship, Region 3 Director, Donna Murdoch, Region 4 Director, Wendy Shumway, Region 5 Director, Alyson Casper, Director Region 6 and Francine Kaplan, Director Region 7.

MOTION: To enter Executive Session.

Motion made by Ann DiSilvestre. Wendy Shumway seconded the motion.

Motion approved by the Board of Directors.

CONFIDENTIAL

EXECUTIVE SESSION:

Proposal #1: Appointment of 2022 Nominating Committee

Motion: Move to appoint the following to the 2022 Nominating Committee:

Lee Ann Gleason, Region 1
Sue Dorscheid, Region 2
Marie Simonson, Region 3
Patricia Romero, Region 4 – Chairperson
Dee Nichols, Region 6

Alternates

Elizabeth Corrette, Region 5
Sherry Seibel, Region 7

Motion approved by the Board of Directors.

ADJOURNMENT

Motion: I move to adjourn the February 2022 Board Executive Session.

Motion approved by the Board of Directors.

Motion: To proceed with the February 24, 2022 video/teleconference Board Meeting.

Motion made by Terri Krause. Carolyn Kurth seconded the motion.

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

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

APPROVAL OF MINUTES

December 2021 Online Board Session Minutes

Motion: I move to accept the minutes as written.

Motion made by Dan Kauzlarich. Joy Annunziato seconded the motion.

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

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

AGENDA ITEMS:

NEW BUSINESS

Proposal #1: The Blaze Award

Motion: The BOD approves the award but requests that the Trophy Chair review and with the assistance of Penelope Scott-Fox work out the logistical implementation of the award.

Motion made by Donna Murdoch. Motion seconded by Francine Kaplan.

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

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #2: Simply Voting for club's voting activities

Motion: Move to approve the use of Simply Voting.

Motion made by Francine Kaplan. Motion seconded by Joy Annunziato.

APPROVE [4]: J. Annunziato, J. Gilroy, F. Kaplan, and A. Casper.

OPPOSE [6]: D. Kauzlarich, C. Kurth, A. DiSilvestre, D. Winship, W. Shumway and T. Krause.

ABSTAIN [1]: D. Murdoch.

Motion not approved by the Board of Directors.

Proposal #3: Addition of verbiage regarding social Media into the Code of Ethics

Motion: Move to table the Proposal until Alyson Casper gathers Best Practice information related to Social Media from the AKC and Ann DiSilvestre seeks Alabama counsel on social media Best Practices.

Motion made by Ann DiSilvestre. Motion seconded by Carolyn Kurth.

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

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #4: To change the dates of the Approved National Specialty at the Purina Farms Event Center from 2022 (10/4/2022 - 10/9/2022) to 2025 (8/31/2025 - 9/7/2025).

Motion: To request that the National Specialty Committee resubmit the online application to hold a National Specialty.

Motion made by Dan Kauzlarich. Motion seconded by Alyson Casper.

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

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #5: To approve Region 4 to hold a Show in the Box event. The Board previously approved the Show in a Box event. This proposal was specific to the approval of the date and location for the Region 4 events; March 25, 2022, 2 shows, in Suisun City, CA.

Motion: Move to approve as written.

Motion made by: Dan Kauzlarich. Motion Seconded by: Carolyn Kurth.

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

OPPOSE [0]:

ABSTAIN [1]: J. Gilroy.

Motion approved by the Board of Directors.

ADJOURNMENT

Motion: I move to adjourn the February 24, 2022 Board meeting at 9:58pm EST.

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

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

OPPOSE [0]:

ABSTAIN [0]:

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

Subject: Application to Host the National Specialty [#12]**From:** "Wufoo" <no-reply@wufoo.com>**Date:** 2/27/2022, 8:40 PM**To:** secretary@nsdtrc-usa.org,president@nsdtrc-usa.org,treasurer@nsdtrc-usa.org,kathrynguerra@gmail.com

Application to Host the National Specialty

#12

DATE CREATED – PUBLIC

27 Feb 2022 at 8:20

8:20:44 PM UTC-05:00

DATE UPDATED – WEBMASTER

27 Feb 2022 at 8:38

8:38:48 PM UTC-05:00

Name of Primary Contact *	Kathy Guerra
Phone Number *	(224) 645-1797
Email *	kathrynguerra@gmail.com
Proposed Start Date *	<u>Sunday, August 31, 2025</u>
Proposed End Date *	<u>Saturday, September 6, 2025</u>
Alternate Start Date	<u>Saturday, August 30, 2025</u>
Alternate End Date	<u>Sunday, September 7, 2025</u>
City *	Gray Summit (Purina)
State *	MO
Select a Choice *	Stand Alone, Independent Specialty
Host Club of All-Breed Show *	
All-Breed Show Chair	
Phone Number	
Email	
Name of Host Hotel *	Not required as all events to take place at Purina Event Center. If necessary, Holiday Inn Six Flags
Host Hotel *	<ul style="list-style-type: none"> • Allows dogs (required) • Allows room blocks of 50+ (required) • Has restaurants near by (required) • Has restaurants on-site

- Provides catering

Closest major airport: *

St. Louis, Lambert International

Distance from airport to Host Hotel *

35:00 Miles

Additional major airport:

Distance from airport to Host Hotel

Annual Meeting Venue (holds 100+ auditorium style) *

Purina Event Center

Seminar Venue (holds 50+ auditorium style) *

Purina Event Center

Banquet Venue (seats 175+) *

Purina Event Center

Superintendent *

Foy Trent

Events Offered: *

- Conformation ☆
- Jr. Show
- Sweepstakes ☆
- Agility
- Obedience ☆
- Rally
- Field ☆
- Health Clinics
- Awards Banquet ☆
- Hunt Tests
- Annual Meeting ☆
- Judges' Education
- Educational Seminars
- Parades

Field Stakes Offered *

- BRT
- WC
- WCI
- WCX

Hunt Tests Offered

- JH
- SH
- MH

Additional Events and/or Attractions

Considering Scent Trial

Conformation Venue *

Great Hall, Purina Event Center

Has Conformation been held here before?	Yes
Agility Venue *	Great Hall, Purina Event Center
Who will be providing the Agility Equipment? *	Purina
Has Agility been held here before? *	Yes
Obedience/Rally Venue *	Great Hall, Purina Event Center
Has Obedience/Rally been held here before? *	Yes
Field Site *	August A. Busch Memorial Conservation Area
Who will be providing the Field Equipment (ducks, wingers, etc)? *	Field Committee
Have Field events been held here before? *	Yes
Distance from Host Hotel to Field Site *	12:35:00 AM
Additional Event and Venue Information	
Event Chair	Kathy Guerra
Email	kathrynsguerra@gmail.com
Event Treasurer	Carolyn Kurth Kurth
Email	Tollermon@sbcglobal.net
Event Secretary	Sue Dorscheid
Email	dorscheidsue@gmail.com
Chief Steward	Louise Bischoff
Email	
Hospitality/Banquet	Lauren LaPoint
Email	ren127@aol.com
Conformation	Patty Beran
Email	sagewood1@yahoo.com
Field	Karen Bauman
Email	addax149@gmail.com
Obedience/Rally	Amanda Kaiser
Email	tollerlover@icloud.com

Agility Anne Lindsley
 Email plindsley@new.rr.com
 Educational Seminar
 Email
 Judges' Education Debra Gibbs
 Email foxvale1@live.com
 Raffle/Auction Kelly Barry
 Email quarrycross@gmail.com
 Trophies Carolyn Finney
 Email Carolyn@carolynmfinney.com
 Catalog Advertising
 Email
 Publicity
 Email

Susan Norris

Shelly Kurth

Carolyn Finney

Names of Additional Volunteers

Emily Pegasus

Paula Wortman

Jane Billman

Teresa Czaplinski

Check All That Apply *

- The Regional Director knows of the submitted plans.
- The Club Event/Show Chair has been notified.
- There has been discussion among Region Club members and there is general support to hold the National Specialty in the City and State listed above.
- I believe that there are adequate number of club member volunteers to host a successful National.
- I believe that there are adequate facilities to host the Events that we plan on offering.

The National Specialty Event Chair agrees that within 90 days of the conclusion of the Event, the Chair will ensure that the Event Treasurer completes a reconciliation of all monies and submits a report to the Board of Directors and submits any funds to the Club Treasurer. Yes

Any additional information you would like to share?

The undersigned is in good standing with NSDTRC (USA) and has submitted all of the above information truthfully and to the best of their knowledge. KATHY GUERRA

IP ADDRESS: 147.219.160.153