



Nova Scotia Duck Tolling Retriever Club (USA)
VIDEO/TELECONFERENCE BOD MEETING
Thursday, February 16, 2023
AGENDA

APPROVAL OF MINUTES

December 1, 2022 Video/Teleconference Board Meeting
(Please see: **Attachment A – December 2022 Board Meeting Minutes**)

PRESIDENT’S REPORT

None submitted

SECRETARY’S REPORT

None submitted

TREASURER’S REPORT

Submitted by: Carolyn Kurth

December 31, 2022 Balance Sheet and Profit/Loss Statement
Please see **Attachment B**

REGIONAL DIRECTOR REPORTS

None submitted

COMMITTEE REPORTS

PEC BOARD REPORT

Submitted by: Margaret Aldridge and Mary Palkowski

Please see **Attachment D**

REGIONAL REVIEW COMMITTEE

The regional review committee met several times and extensively reviewed the membership numbers by state and region and factored in the results from a survey sent out to the membership.

The survey had 135 responses, which is ~18.5% of the total membership. Of this 18.5 % of members that responded, the breakdown by region, which was fairly uniform, is:

Region	Total % of Responses
1	15.5%
2	14.8%
3	14.8%
4	13.3%

5	14.8%
6	15.5%
7	11.1%

At the time of review, there were 729 members, which are broken out as follows:

Region	Joint	Single	Junior	Total
1	68	47	2	117
2	86	65	1	152
3	28	35	0	63
4	50	35	0	85
5	48	36	0	84
6	48	49	0	97
7	70	60	1	131
International	-	-	-	9

After reviewing all available information, the regional review committee acknowledges that there is an imbalance in membership numbers in the current regions, leading to unbalanced representation. Unfortunately, we found no compelling solution for re-aligning the regions that is significantly better than what is currently in place. We could find no feasible way to re-align the regions that would provide equity in a way that makes sense when factoring in geography and expanse of regions. Also, based on both the relatively low-response rate of members and the responses received, it would appear that the membership is not feeling a need to change the regions.

The Regional Review Committee does not recommend any realignment of the regions at this time.

SOCIAL MEDIA COMMITTEE

Submitted by: Mary Palkowski, Chair; Melissa Savage; Jenny Malavasi; Margaret Aldridge; Lauren Lamulle, Shannon Blair, Jeanne Westhoff-Knight

Please see **Attachment E**

AGENDA ITEMS:

OLD BUSINESS

Proposal #1: Update of the NSDTRC-USA Policy on Discipline

Submitted by: Alyson Casper

Please see **Attachment C**

Proposal Description: This committee was put together to update the Policy On Discipline to include an Investigative Committee.

Proposal Justification: Due to the concern regarding our policy on discipline and the concern of how complaints against board members are handled, an alternative policy has been developed to replace the current policy. This will include an Investigative Committee, a committee outside of the Board of Directors to review, evaluate and make recommendations regarding the complaint before review by the BOD. Input has been requested and obtained from the BOD following the last board meeting, which is now included in the policy.

Administration: The Secretary will receive the complaint but will review this to the Investigative Committee. The Policy will be added to the Board Policy handbook.

Financial Implications: None

Specific Board Action Requested: To review the policy for acceptance by the BOD.

NEW BUSINESS

Proposal #1: Form a new committee specifically to review Club Field Rules
Submitted by: Kraig Kaatz, NSDTRC (USA) Member

Proposal Description: Propose the Board form a new ad-hoc committee to review and revise the Club field rules in red-line for approval consideration by first reviewing revisions with the Field Chair(s) and then seeking final approval by the Board. Examples of possible revisions could include looking at defining terms, providing consistent verbiage throughout documents, making provision for insurance liability requirements, etc. Any changes that would potentially change the test or any element thereof would seek guidance from AKC Field Representatives as appropriate to avoid any changes that would jeopardize the AKC title recognition.

Having decades of field experience and a history in Tollers, I would like to be considered for Chairing this committee, and would like to include the following 2 individuals to serve the Committee (who represent a high working knowledge of the field rules and experience running Toller Field Tests) to properly evaluate the Field Rules for revisions and updates: Christine Robertson, Jennifer Goldberg.

Proposal Justification: Update rules where past questions have arisen, provide clarity where needed, and consider current societal circumstances and provide for those possible changes (e.g., updated technology and communication methods).

Administration: The Board to approve a Chair for the Committee; the Committee will recommend any changes to the Field Rules; the Board will review and consider these changes and then vote to approve the revised Field Rules; Revised Field Rules will be uploaded and available on the Club website.

Financial Implications: None

Specific Board Action Requested: Board to approve this proposal with the named Chair and Committee members for forming a new ad-hoc committee to review Club Field Rules.

Proposal #2: Amend the Field Rules to provide guidance to test committees in cases where a test does not complete.

Submitted by: Francine Kaplan

Proposal Description: Amend the Field Rules to add the following language to the Premium Section as follows:

In a trial in which the entry is not limited numerically or is limited by the amount of available daylight hours, additional judges can be appointed prior to or during the test by the test chair if the number of entries would otherwise prevent completion of the trial during the days listed in the premium list.

If circumstances arise during a test that indicates the test will not complete, then Emergency Judges can be appointed by the Test Committee. Emergency Judges can be selected from the list of competitors at the test as an exception to the rule that a Judge cannot also run a dog in the test. However, no emergency judge can run their dog in the test that they are judging.

Each Premium should include the language: “The Test Will Continue from Day to Day until Complete.” If a test does not complete, then the test will continue from day to day until complete. The test must be completed prior to 10 days following the test.

The Premium shall include the language “The NSDTRC(USA) reserves the right to add additional judges if the entry or circumstances arising during a test warrants additional judges.”

Proposal Justification: At the 22 National Field test the BRT through WCI completed by the WCX did not complete. The test committee was then called upon to decide what to do. The current Field Rules contain no guidance on how to proceed. Many variables affected how to proceed and guidance in the rules would help future committees. The rule change has to be flexible enough to give committees options on how to proceed but at the same time specific enough to provide guidance. Following the 22 National Field Test the prior ad hoc rules committee was consulted and they began to meet. This proposal reflects some of the ideas discussed among that committee.

Administration: This rule change will be implemented by the Test Chair and Field Chair. It will not will not add substantial administrative burden to the tasks of the Test Chair and Field Chair because currently, at the close of entries the Test Chair and the Field Chair evaluate the entry to determine if the number of Judges needs to be changed.

Financial Implications: This rule change could add additional costs to the running of field tests if additional Judges are added to the test. It could also add costs for additional days on the land.

Specific Board Action Requested: Amend the Field Rules to add the following language to the Premium Section as described in the Proposal Description above.

Proposal #3: Change to the test rules for expected large entries.

Submitted by: Eric Johnson, Joy Annunciato, Ray Corey, NSDTRC (USA) Members

Proposal Description: Often there is a need to increase the judging panel for expected large field entries. This proposal, if enacted, allows a second set of judges to be appointed with a possibility that they won't be used. The decision whether to use them can be made after the entries close.

Proposal Justification: This proposal allows for the appointment of additional judges should a test draw a large entry or be limited by daylight hours. During a one day series of tests, the single most crucial commodity is time. If a winger breaks, you fix it but it costs time. If one test runs out of poppers, you should be able to go to HQ and get a box but it costs time.

Administration: None really required except lining up the extra judges and then deciding whether they'll be needed.

Financial Implications: Only the cost of expenses for the second set of judges if actually used. This should be born out by the large entry in any test needing two sets of judges.

Specific Board Action Requested: This should be included in the rules at Section 2.i.v (new). The wording should be:

“v. In a test in which the entry is not limited either numerically or is limited by the amount of available daylight hours, additional judges can be appointed by the club if the number of entries would otherwise prevent completion of the test during the days listed in the premium list.”

If circumstances arise that indicates the test will not complete as scheduled, then additional Judges can be appointed by the Test Committee. Such additional Judges can be selected from the list of competitors at the test as an exception to the rule that a Judge cannot also run a dog in the test. However, no Judge can run their dog in the particular test that they are judging.

Two additional requirements should be required to be printed in the premium. These are:

“vi. NSDTRC(USA) reserves the right to add additional judges if the entry or circumstances arise during a test warrants additional judges.”

“If a test does not complete on the published date, it may be continued on the next day(s) until complete.”

Proposal #4: Webinar Series for Club Members

Submitted by: Judy Webb, Sheri Cassens, NSDTRC (USA) Members

Proposal Description: We propose to organize and promote various different topics to be presented to the Club Members via Zoom to encourage education and engagement. Currently working on a monthly frequency for scheduling these webinars. Generally, topics would cover intro to various sports, everyday grooming, handling tips, how to duck call, how to encourage juniors participation, etc. Looking into a special series on canine fitness as an option.

Proposal Justification: Provide educational opportunities to encourage engagement and involvement for Club Members. These webinars will be aimed towards adding value to being a Club member and introduce different dog sports and avenues for new and experienced Toller-owners alike to explore and enjoy.

Administration: Work with Board liaisons to help the webinar planning team schedule and set-up Zoom webinars, and help promote the webinars on Board email lists and post on Club website (Note: Jenny Malavasi and Melissa Savage offered to assist during the recent Club Town Hall). For presenters okay with it, look into the potential to have recorded sessions available on the website.

Financial Implications: None specifically identified at this time, costs could potentially include small fees to support presenters (e.g., practice/demo areas).

Specific Board Action Requested: Board to approve this proposal for webinars to be organized, promoted by the abovementioned Club members throughout the year and to continue forward as long as there is time and ability to do so – happy to add Club members to help assist and keep the trend going!

Proposal #5: Add AKC Upland Hunt Titles to the Register of Merit (ROM) program

Submitted by: Shelby Westmoreland (Region 4 Member), Christine Robertson (NSDTRC (USA) Co-Field Chair)

Proposal Description: We propose that AKC Upland Titles qualify for the ROM program, following the same guidelines and points already in place for the AKC Retriever Titles. The only change needed is to add the JHU, SHU, and MHU titles to the Field List found in Table 2 on page 3 next to their retriever counterparts (JH, SH, MH, respectively).

Proposal Justification: In addition to retrieving, Tollers make wonderful upland dogs. Since AKC approved Tollers for Spaniel Hunt Tests, several Tollers have participated in, and passed these Upland Hunt Tests. There is a ton of natural instinct required for upland hunting, and the dams/sires that produce proficient upland dogs should be rewarded for passing on natural hunting instinct. The Upland Hunt Tests are approved-AKC tests with their own set of strict requirements for passes, and follow in line with the retriever hunt tests while focusing on some different skills (e.g., quartering, hunt dead, scenting and flushing live birds) and some similar

skills (e.g., steadiness, handling, retrieving to hand, marking, line manners, fit-for-table). We hope that this will also encourage members to get out and do more with their dogs!

Administration: The Club, and/or any Chair or Committee positions necessary (i.e., records, awards), to maintain these records of field titles for inclusion in the ROM calculations for qualifications.

Financial Implications: No additional financial burden expected.

Specific Board Action Requested: Board to approve this proposal to add Upland Hunt Tests titles towards the ROM program. Once approved, Board to amend ROM program to include the abovementioned edits to Table 2 and re-publish to Club website.

Proposal #6: To allow NSDTR local specialty clubs to hold the BRT.

Submitted by: Rochelle Kurth, NSDTRC (USA) Member

Proposal Description: This proposal is to allow NSDTR Local Specialty clubs to hold the Basic Retrieving and Tolling (BRT) level of the NSDTRC-USA Working Test.

Proposal Justification: Currently only NSDTRC (USA) sponsored Working Tests can hold the BRT. This is, in part, due to the stake being an introductory level and the parent club having the breed experience to properly introduce a toller to our tests and educate exhibitors about tolling, where as another retriever club might not.

Local specialty clubs for the NSDTR also have this breed experience, and the goal of all local specialty clubs is to be a resource for local exhibitors and owners. By allowing NSDTR Local Specialty clubs to hold the BRT, they would further be fulfilling their role as a local resource for owners looking to learn more about field as a whole. This will hopefully bring more people into the parent club's field program and further encourage the working conformation toller.

Administration: The administration for this is the field chair, who already approves/denies applications. This would be a change to their guidelines to allow NSDTR Local Specialty Clubs to hold BRT.

Financial Implications: No financial implications.

Specific Board Action Requested: To approve the proposal as written.

ADJOURNMENT

EXECUTIVE SESSION

Proposal #1: Appoint 2023 Nominating Committee

Proposal #2: Review Committee Appointments

ADJOURNMENT



Nova Scotia Duck Tolling Retriever Club (USA)
VIDEO/TELECONFERENCE BOD MEETING
Thursday, December 1, 2022
MINUTES

The meeting was called to order at 7:10 pm EST by President Terri Krause.

Roll call was taken. Voting Members present on the video/teleconference call:

Terri Krause, President, Melissa Savage, Vice President, Ann DiSilvestre, Secretary, Carolyn Kurth, Treasurer, Jean Gilroy, Region 1 Director, Dan Kauzlarich, Region 2 Director, Jennifer Malavasi, Region 3 Director, Wendy Shumway, Region 5 Director, Deb Rhodes, Region 6 Director and Francine Kaplan, Director Region 7. Donna Murdoch, Region 4 Director, joined by teleconference.

Members observing the meeting: Janis Dibert, Cindy Hanson, Dan Rode, Amanda Kaiser, Sara Skillings, Kristen Cooper, Cindy Lindemer, Marile Waterstraat, Mary Palkowski, Joy Annunziato, Margaret Aldridge, Lee Ann Gleason, Jane Billman, Mary de Lamerens, Eric Johnson, Randy Harold and Deb Gibbs.

APPROVAL OF MINUTES

October 2022 In Person Board Meeting Minutes

Motion: To approve the minutes as written.

Motion made by Francine Kaplan. Jean Gilroy seconded the motion.

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

REGIONAL DIRECTOR REPORTS

REGION 3

Submitted by Jennifer Malavasi

Director Malavasi will follow up with the member concern.

COMMITTEE REPORTS

2023 National Specialty Report

Submitted by Joy Annunziato, Show Chair

Secretary DiSilvestre requested that the BOD Liaison, Deb Rhodes, gather answers to two questions from the Town Hall discussions. What is the contingency plan in the event of inclement weather? and who is on the Specialty Committee?

MOTION: To approve Ocala Dog Park as the location for the 2023 National Specialty.
Motion made by Francine Kaplan. Seconded by Deb Rhodes.

APPROVE [6]: M. Savage, F. Kaplan, J. Gilroy, D. Kauzlarich, W. Shumway, and D. Rhodes.

OPPOSE [4]: A. DiSilvestre, C. Kurth, J. Malavasi, and D. Murdoch

ABSTAIN [0]:

Motion approved by the Board of Directors.

MOTION: To request that the 2023 National Specialty Show Chair resubmit the application to hold a Specialty with updated information.

Motion made by Jean Gilroy. Ann DiSilvestre seconded the motion.

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Membership Report

Submitted by Michele Levitt

Secretary DiSilvestre reported that Sheryl Cassens has offered to contact new members when they are approved by the Board of Directors. The Membership Chair will work with Ms. Cassens to develop the procedure.

AGENDA ITEMS:

NEW BUSINESS

Proposal #1: Policy on Club Sponsored Transactions

POINT OF ORDER

Francine Kaplan requested that the company named in Proposal #1 be deleted in its entirety and replaced with the name Vendor A.

The Point of Order was sustained by the Chair. The company name was not necessary to review the proposed policy.

Motion: To approve the Policy on Club Sponsored Transactions as written.

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

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #2: NSDTRC (USA) Facebook Policy Amendment

Motion: Move to approve the Facebook Policy Amendment.

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

Terri Krause withdrew her motion.

Motion: To create an ad hoc committee to develop the strategy and policy for our Club's social media presence.

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #3: Impartiality Criteria for the Selection of Members of the Nominating Committee

Motion: To approve the Proposal as written.

Motion made by Terri Krause. Motion seconded by Jennifer Malavasi.

Terri Krause withdrew her motion.

Motion: To have the Secretary reach out to the membership via the Regional mailing lists to request participation on an ad hoc committee to develop a Conflict of Interest Club Policy.

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

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #4: Policy on Club Sponsored Event Webpages

Motion: To approve the policy as written.

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

APPROVE [7]: M. Savage, A. DiSilvestre, C. Kurth, D. Kauzlarich, J. Malavasi, D. Murdoch, and W. Shumway.

OPPOSE [3]: F. Kaplan, J. Gilroy, and D. Rhodes.

ABSTAIN [0]:

Motion approved by the Board of Directors.

Proposal #5: NSDTRC BOD Term Limit Policy

Motion: To amend the proposed policy years from 6 to 8 years and to approve with the amendment.

Motion made by Dan Kauzlarich. Motion seconded by Wendy Shumway.

Dan Kauzlarich withdrew the motion.

Proposal #6: NSDTRC (USA) Club Member Needs Assessment

Motion: I move to approve the Proposal as written.

Motion made by Jean Gilroy. Seconded by Deb Rhodes.

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

OPPOSE [0]:

ABSTAIN [0]:

Motion approved by the Board of Directors.

ADJOURNMENT

Motion: I move to adjourn the December 1, 2022 Board meeting at 10:12pm EST.

Motion made by Terri Krause. Wendy Shumway seconded the motion.

APPROVE [10]: M. Savage, A. DiSilvestre, C. Kurth, F. Kaplan, J. Gilroy, D. Kauzlarich, J. Malavasi, D. Murdoch, W. Shumway, and D. Rhodes.

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

12:49 AM

01/16/23

Cash Basis

NSDTRC(USA)
Balance Sheet Prev Year Comparison
As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
PayPal Holding	0.00	8,328.30	-8,328.30	-100.0%
Specialty Accounts				
Region 2	3,700.00	2,200.00	1,500.00	68.2%
Total Specialty Accounts	3,700.00	2,200.00	1,500.00	68.2%
Wells Fargo CD	71,307.92	71,307.92	0.00	0.0%
Wells Fargo Checking	69,685.56	74,062.68	-4,377.12	-5.9%
Wells Fargo Savings	60,431.48	60,431.48	0.00	0.0%
Total Checking/Savings	205,124.96	216,330.38	-11,205.42	-5.2%
Total Current Assets	205,124.96	216,330.38	-11,205.42	-5.2%
TOTAL ASSETS	205,124.96	216,330.38	-11,205.42	-5.2%
LIABILITIES & EQUITY				
Equity				
Opening Bal Equity	54,261.47	54,261.47	0.00	0.0%
Retained Earnings	162,068.91	171,785.19	-9,716.28	-5.7%
Net Income	-11,205.42	-9,716.28	-1,489.14	-15.3%
Total Equity	205,124.96	216,330.38	-11,205.42	-5.2%
TOTAL LIABILITIES & EQUITY	205,124.96	216,330.38	-11,205.42	-5.2%

12:48 AM

NSDTRC(USA)

Profit & Loss Prev Year Comparison

July 2022 through June 2023

01/16/23

Cash Basis

	Jul '22 - Jun 23	Jul '21 - Jun 22	\$ Change	% Change
Income				
BrdrDirIncome	20.00	280.00	-260.00	-92.9%
Contributions Rec'd	0.00	102.74	-102.74	-100.0%
Dues	66.00	15,706.99	-15,640.99	-99.6%
Event Income				
Catalog Advertising Sales	921.50	1,180.00	-258.50	-21.9%
Clinics Seminars	4,325.00	1,365.00	2,960.00	216.9%
Entries	30,475.90	31,413.78	-937.88	-3.0%
Fun Stuff & Misc.	2,459.67	5,542.90	-3,083.23	-55.6%
Fundraising	6,460.42	7,097.43	-637.01	-9.0%
Meals Banquets	9,969.55	4,450.25	5,519.30	124.0%
Merchandise Sales	1,397.32	8,904.47	-7,507.15	-84.3%
Trophy Donations	7,510.00	9,729.00	-2,219.00	-22.8%
Total Event Income	63,519.36	69,682.83	-6,163.47	-8.9%
Health & Genetics				
Donations	0.00	1,688.00	-1,688.00	-100.0%
Total Health & Genetics	0.00	1,688.00	-1,688.00	-100.0%
Interest Income	7.40	95.91	-88.51	-92.3%
Member Dues				
Roster	0.00	386.00	-386.00	-100.0%
Member Dues - Other	712.00	0.00	712.00	100.0%
Total Member Dues	712.00	386.00	326.00	84.5%
Merchandise				
Goods	208.90	729.90	-521.00	-71.4%
Postage	16.00	72.00	-56.00	-77.8%
Shipping	21.00	0.00	21.00	100.0%
Total Merchandise	245.90	801.90	-556.00	-69.3%
Quackers Income				
Advertising	0.00	305.00	-305.00	-100.0%
Total Quackers Income	0.00	305.00	-305.00	-100.0%
Refunds	-548.75	-580.61	31.86	5.5%
Rescue Income				
Donations	730.00	2,470.00	-1,740.00	-70.5%
Total Rescue Income	730.00	2,470.00	-1,740.00	-70.5%
Uncategorized Income	0.00	0.00	0.00	0.0%
Total Income	64,751.91	90,938.76	-26,186.85	-28.8%
Gross Profit	64,751.91	90,938.76	-26,186.85	-28.8%
Expense				
Administrative Costs	197.00	2,163.00	-1,966.00	-90.9%
AKC Delegate				
Travel	803.44	2,071.79	-1,268.35	-61.2%
Total AKC Delegate	803.44	2,071.79	-1,268.35	-61.2%
Annual BOD Membership Meeting				
Travel	3,173.38	7,929.86	-4,756.48	-60.0%
Total Annual BOD Membership Meeting	3,173.38	7,929.86	-4,756.48	-60.0%

12:48 AM

NSDTRC(USA)

Profit & Loss Prev Year Comparison

July 2022 through June 2023

01/16/23

Cash Basis

	Jul '22 - Jun 23	Jul '21 - Jun 22	\$ Change	% Change
Awards				
AKC	215.00	0.00	215.00	100.0%
Postage	338.19	151.13	187.06	123.8%
Supplies	379.87	500.54	-120.67	-24.1%
Total Awards	933.06	651.67	281.39	43.2%
Events				
AKC Application Recording Fee	1,523.50	2,127.00	-603.50	-28.4%
Banquets Food	729.44	1,318.15	-588.71	-44.7%
Birds	2,637.22	8,146.50	-5,509.28	-67.6%
Catalogs & Other	2,543.42	0.00	2,543.42	100.0%
Event Merchandise	2,602.25	5,092.22	-2,489.97	-48.9%
Facility & Equipment Rental	21,661.47	15,127.52	6,533.95	43.2%
Fundraising	899.10	1,158.59	-259.49	-22.4%
Hospitality	1,291.70	2,052.66	-760.96	-37.1%
Judges Fees Travel Gifts	6,052.98	11,941.47	-5,888.49	-49.3%
Misc Expense	87.50	412.50	-325.00	-78.8%
PayPal Fees	1,713.89	1,004.78	709.11	70.6%
Postage	37.45	124.59	-87.14	-69.9%
Secretary Fees Travel	2,170.10	50.00	2,120.10	4,240.2%
Seminars & Clinics	850.00	120.00	730.00	608.3%
Supplies	819.65	1,639.92	-820.27	-50.0%
Trophies Ribbons Sweeps	15,125.00	12,699.32	2,425.68	19.1%
Workers Fees Travel Food	612.28	2,429.07	-1,816.79	-74.8%
Total Events	61,356.95	65,444.29	-4,087.34	-6.3%
Insurance	958.00	2,066.00	-1,108.00	-53.6%
Judge Education				
Printing	0.00	466.26	-466.26	-100.0%
Travel	2,908.93	0.00	2,908.93	100.0%
Total Judge Education	2,908.93	466.26	2,442.67	523.9%
Judges Selection	0.00	25.00	-25.00	-100.0%
Membership				
PayPal Fee	4.23	324.29	-320.06	-98.7%
Postage	464.59	0.00	464.59	100.0%
Printing	338.37	535.22	-196.85	-36.8%
Supplies	125.46	34.20	91.26	266.8%
Total Membership	932.65	893.71	38.94	4.4%
Membership Roster Expenses	412.50	1,976.99	-1,564.49	-79.1%
Merch Exp				
Cost of Goods	3.42	1,500.62	-1,497.20	-99.8%
Shipping	0.00	19.00	-19.00	-100.0%
Supplies	7.29	0.00	7.29	100.0%
Total Merch Exp	10.71	1,519.62	-1,508.91	-99.3%
Professional Svcs	234.00	0.00	234.00	100.0%
Quackers				
Postage	47.66	5,128.00	-5,080.34	-99.1%
Printing	0.00	6,350.14	-6,350.14	-100.0%
Software	0.00	641.87	-641.87	-100.0%
Total Quackers	47.66	12,120.01	-12,072.35	-99.6%
Records				
Postage	0.00	193.04	-193.04	-100.0%
Supplies	120.00	120.00	0.00	0.0%
Total Records	120.00	313.04	-193.04	-61.7%

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Cash Basis

NSDTRC(USA)
Profit & Loss Prev Year Comparison
July 2022 through June 2023

	Jul '22 - Jun 23	Jul '21 - Jun 22	\$ Change	% Change
Registrar				
Postage	319.58	0.00	319.58	100.0%
Total Registrar	319.58	0.00	319.58	100.0%
Secretary				
Postage	211.06	134.40	76.66	57.0%
Printing	184.88	423.70	-238.82	-56.4%
Supplies	1,709.47	10.98	1,698.49	15,468.9%
Total Secretary	2,105.41	569.08	1,536.33	270.0%
Treasurer				
Postage	72.00	0.00	72.00	100.0%
Printing	71.14	321.52	-250.38	-77.9%
Total Treasurer	143.14	321.52	-178.38	-55.5%
WebSite				
Hosting	0.00	537.27	-537.27	-100.0%
Monthly Fees	837.50	1,212.50	-375.00	-30.9%
Supplies	463.42	373.43	89.99	24.1%
Total WebSite	1,300.92	2,123.20	-822.28	-38.7%
Total Expense	75,957.33	100,655.04	-24,697.71	-24.5%
Net Income	-11,205.42	-9,716.28	-1,489.14	-15.3%

NSDTRC-USA Policy on Discipline

Members of the NSDTRC (USA), signed an agreement to abide by the NSDTRC (USA) Bylaws, the rules of the American Kennel Club and the NSDTRC (USA) Code of Ethics. The agreement is an affirmation of how members should conduct themselves and these policies provide direction in the handling of alleged violations of conduct. Filing a complaint is a very serious matter and should never be taken lightly by the membership.

To assist in the handling of complaints and potential actions, the current edition of Robert's Rules of Order Newly Revised shall govern the Club in cases to which they are applicable and in which they are not inconsistent with the Bylaws. Rogers Rules will also not be utilized if a special rule of order has been adopted by the Club through the policies and procedures.

As provided in Article VII: Discipline of the Nova Scotia Duck Tolling Retriever Club (USA) Bylaws, the Board of Directors has sole power in areas related to disciplinary matters coming before it. The NSDTRC (USA) club is also bound by the American Kennel Club Charter & Bylaws and the publication, Dealing With Misconduct at AKC Events. For those cases that a complaint or incident occurs at AKC Event sponsored by another Performance Club or All Breed Dog Club, the jurisdiction for the disciplinary matter falls to the AKC and the club sponsoring the event.

For further information regarding the definition of "misconduct prejudicial to the best interest of pure-bred dogs, the sport, the breed, or our club, please refer to the AKC Policy under Article XIV, Section 1, of The Charter and Bylaws of the American Kennel Club, Inc.

Filing a Complaint:

1. Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges with specifications must be filed with the Secretary together with a deposit of \$100 which shall be forfeited if such charges are not sustained by the Board or the Investigative Committee. The Secretary shall promptly send a copy of the charges to each member of the Investigative Committee, who shall first investigate and consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club or the breed.
2. Complaints may be only filed by members of the club against another member of the Club.
3. Complaints may be filed in an email and the secretary is required to confirm the receipt of the complaint within 5 days of its receipt.
4. Copies will to be provided to the accused.

Complaints from Non-Members:

1. Written complaints against a member of the club received from non-members are generally not within the scope of authority of the Board of Directors.
2. The Club has no jurisdiction over individuals not members of the Club and will take no formal action on any complaints received.

3. A complaint handled by a trial committee and resolved will not be within the scope of the BOD or investigative committee.

Enforcement:

Once the alleged violation of conduct is obtained in writing by the secretary, the secretary will provide the written complaint to the Investigative Committee. The Investigative Committee is outlined below:

1. Investigative Committee composition and Purpose: At the beginning of each fiscal year, a Member Investigative Committee will be chosen to serve for the year. This committee will be made up of 3 members and 1 alternate, all of whom are in good standing, and have sufficient experience in the Club and breed. In order to ensure unbiased investigation, great care should be exercised in choosing committee members who are impartial and neutral. No members may also hold a position as an officer or board member of this Club or has been in that position for One term. The members of this committee shall be from different regions of the Club in rotation. For example, the first committee shall be from Regions 1,2,3,4 and the following committee from Regions 5,6,7,1, continuing in rotation in successive years unless volunteers from the specific regions cannot be obtained. No member may serve two terms in succession. This committee shall accept, review, investigate, and process the information, and report recommendations regarding the alleged violations to the BOD. The alternate member shall be available for situations where one of the members feels they may not unbiasedly examine, investigate, and make a recommendation about a complaint presented to this committee.
2. If the Investigative Committee believes that the charges are unsubstantiated or outside the bounds of authorized of the NSDTRC (USA), a letter will be sent to the complainant and the accused stating such. This recommendation will be made to the board of directors and the board will review and determine if they will agree and refuse to entertain jurisdiction
3. Notice to the Accused: Upon receiving written information from the Secretary regarding an alleged violation, the Investigative Committee shall have 30 days to send notice to the accused, speak to the complainant and the accused, obtain any additional documentation from either party for review and evaluation, evaluate the allegations, and complete a full and thorough follow-up investigation. If the accused has an email address on file with the NSDTRC(USA) Member Chair, notice may be sent by e-mail, and shall be considered received upon confirmation of receipt. Otherwise, the notice shall be sent by regular US mail to the address on file with the membership chair and shall be considered received 10 days after it is mailed.
4. If after the full investigation, the Charges are such that reasonable proof cannot be established or if the alleged violation is not of a sufficient degree to require formal disciplinary action, an educational letter may be sent to the parties involved. If the Investigative Committee decides probable cause is not present, and that the appropriate response is to issue an educational letter, it is empowered to do so. This recommendation will be made to the BOD with the review of the letter do determine if they will agree and refuse to entertain jurisdiction No further action is required, and the matter is considered closed.

5. Remediations: If the violation appears to be one where remediation is possible, the Investigative Committee shall inform the accused that they have 30 days from the date of notice to come into compliance. The accused shall also be advised that mentoring can be arranged to provide assistance on coming into compliance. The committee shall work with both parties to resolve issues that are determined to not be worthy of referring the complaint on to the Board for disciplinary action according to the By-Laws.
6. **Referral of Complaints:** If after the expiration of the 30-day period, compliance has not been demonstrated, or if the alleged violation appears to be non-remediable, the Committee shall prepare a written report on its investigation and recommendations and refer the matter to the NSDTRC(USA) Secretary for disciplinary proceedings under the Club By-laws thus referring it to the board of directors for action.

Charges: If the Investigative Committee considers that the charges do not allege conduct, which would be prejudicial to the best interests of the Club or the breed, the recommendation will be made to the board and the board will review and determine if they will agree and refuse to entertain jurisdiction.

If there is a reasonable belief that the charges could be proven and/or the number of complaints is excessive (more than one in any twelve (12) month period or three (3) in any three (3) year period), or if the person has not completed the remediations, or seriousness of the complaint(s) against a member rises to the level requiring formal discipline, then Article VII of the Bylaws shall be invoked and the board of directors will determine if they will entertain jurisdiction of the charges. If jurisdiction of the charges is agreed upon by the BOD, it shall fix a date of a hearing by the Board or a Committee of not less than three (3) members of the Board, not less than three (3) weeks nor more than six (6) weeks thereafter. The Investigative Committee will select one member to also participate in the hearing to ensure for fair and open treatment of all parties. This representative from the Investigative Committee is considered an integral partner in the hearing process, especially in situations where the complaint is against a board member. A member of the Investigative Committee will be present at all hearings. The Secretary shall promptly send one (1) copy of the charges to the accused member by certified mail together with a notice of the hearing and assurance that the defendant may personally appear or appear via Teleconference in his/her own defense and bring witnesses if he/she wishes. The Hearing may be held in a telephone conference or video conference call with all parties involved being invited to participate. To avoid excessive costs and varying localities, an in-person hearing will not be required.

The Board or a Committee of the Board shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. The Secretary will notify the complainant and defendant the Board's determination regarding counsel.

Board Hearing:

The Board or Committee the Board of shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. After a hearing and if the charges are substantiated, the Board of Directors may take one of the following actions: 1) Reprimand; 2) Suspension from all privileges of the Club for not more than six (6) months from the date of the hearing, or until the next Annual Meeting if that will occur after six month: 3) Recommend to the membership that the penalty be expulsion, and may be accomplished only at the

Annual Meeting of the Club pursuant to Article VII, Section 4 of the Bylaws. Immediately after the Board or Committee of the Board has reached a decision, it's finding shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the decision and penalty, if any.

1. Any substantiated violations of AKC Rules and Regulations will be forwarded to the AKC by the Board of Directors.
2. Enforcement actions taken by the Board will be published in the Club newsletter to keep the membership informed; however, information identifying said member (s) will be omitted, except in the case where expulsion is recommended and would therefore be identified in the proceedings of an Annual Meeting as documented in the Minutes.
3. If a member is suspended from the privileges of The American Kennel Club, member shall automatically be suspended from the privileges of this Club for a like period.
4. If a member chooses to file charges in legal civil court action against another member, the Club will not entertain jurisdiction on like charges until the case is adjudicated by the courts.

Expulsion:

Expulsion of a member from the Club may be accomplished only at the Annual Meeting of the Club following a hearing and upon the recommendation of the Board as provided in Section 3 of this Article. The defendant shall have the privilege of appearing in his/her own behalf though no evidence shall be taken at this meeting. The President shall read the charges and the findings and recommendations, and shall invite the defendant, if present, to speak in his/her own behalf. The members present shall then vote by secret written ballot on the proposed expulsion. A two-thirds (2/3) vote of those present and voting at the annual meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.

CONFIDENTIALITY

The Board of Directors will use reasonable efforts to maintain the confidentiality of this entire process. The Board of Directors will strive to respect the privacy of the parties during its investigation and make reasonable efforts to avoid inadvertent disclosures. No public announcement will be made by the investigator or Board regardless of its decision. The complainant and the accused will be notified privately by the Board of its decision.

APPEALS

The decision of the Board of Directors or Committee shall be final in all matters related to the handling of complaints. Appeals will only be entertained:

1. If the recommendation is expulsion, the defendant may speak in his/her behalf before the membership at the Annual Meeting and prior to the vote of those members present;
2. Or if serious procedural errors can be substantiated in the handling of a complaint.

MAXIMUM TIMELINE OF EVENTS

Secretary notifies Investigative Committee of complaint - 2 weeks

Investigative Committee determines if a valid complaint exists and begins investigative process - 30 days to complete the investigation as outlined above.

A full report is provided to the BOD if it is determined that a hearing needs to be held – 30 days after notification is sent by the Investigative Committee

Hold Hearing - 6 weeks after the report is provided by the Investigative Committee

Notification of accused and complainant of decision - 1 week after the hearing

PEC Board Report
Margaret Aldridge and Mary Palkowski, Co-Chair

The Public Education Committee has focused on:

1. Re-energizing the public-facing Club Facebook page. Quite a bit of different content has been posted over the past few weeks, and we are learning which posts are the most engaging for our audiences. This will help with future content planning.

The page has added 62 new followers in the last month. We now have a total of 5,817 people following our page.

Both reach (unique times our posts showed up on a computer or device) and engagement (number of times people have reacted, commented or shared our posts) have jumped very significantly during the last month.

The admins have handled two messages that were sent to the page by individuals. Both were searching for breeders and were directed to the Club's Breeder Referral Form on the website. We also deleted posts made by a scam breeder that were brought to our attention by Laurie Geyer.

Going forward, we will continue to work on planning engaging content. We will also develop posting frequency guidelines and test best times and days of the week to post.

As new policies are developed by the ad hoc social media committee and approved by the Board, they will be built into the page.

2. Working toward a clear proposal to bring to the Board on AKC Meet the Breeds events as well as local kennel club Meet the Breeds events.

We have reviewed past Board proposals regarding Meet the Breeds. We have also spoken with AKC and are currently waiting to receive a promised packet of info for 2023 proposed AKC Meet the Breeds events. Our goal is to develop Board proposals on AKC Meet the Breeds events and also a proposal for how the Club will handle requests to participate in local kennel club Meet the Breed events.

One key part in this process will be to develop a packet of information, including a clear, understandable waiver for Club members and an approval process for Club members to follow that includes suggested timelines, etc.

Ad Hoc Social Media Committee Board Report

Mary Palkowski, Chair; Melissa Savage; Jenny Malavasi; Margaret Aldridge; Lauren Lamulle, Shannon Blair, Jeanne Westhoff-Knight

The Ad Hoc Social Media Committee met on Jan. 18 and Feb. 6 to start its work on social media strategy and policies. So far, we have:

- a. Reviewed the Club's objectives (as listed in the Articles of Incorporation) and discussed which can and should be supported by social media.
- b. Compiled a long (too long!) list of Facebook pages and groups, both official and unofficial, that are used by our members.
- c. Discussed objectives, structure, audiences and content for our regional, event and national Facebook presence, taking into consideration the ideas listed in (a) above.
- d. Compiled a list of ongoing policy-related issues that have cropped up surrounding Facebook pages and groups and need to be addressed in policies, set-up and structure of our social media presence. This includes admin and moderator responsibilities, blocking Club members, privatizing formerly official groups, standards of behavior, distinguishing official club pages/groups from unofficial, and many more.
- e. Begun considering potential down-the-road roles in our social media strategy for additional social media platforms as well as Facebook.
- f. Reviewed past social media proposals presented to the BOD and the actions taken on each.

At our second meeting, subgroups of committee members volunteered to delve more deeply into structure and policies for:

- Our official public-facing national Facebook page (Margaret Aldridge, Mary Palkowski, Jenny Malavasi)
- Regional groups (Shannon Blair, Lauren Lamulle)
- Event Facebook groups (Lauren Lamulle, Melissa Savage)

In addition, Lauren has researched a potential alternative to Facebook that may fit our needs for a regional social media platform. It is very flexible, easy to learn and allows users to stay very focused. On top of that, it offers excellent moderation tools not offered by Facebook. Our committee will be joining the platform and testing it out over the next few weeks.