

Secretary's Report

This report details the day to day activities of the ASCA[®] Board of Directors. It includes issues brought before the Board of Directors and mail, fax, e-mail and/or telephone communications.

July 1-31, 2009

Board of Directors Teleconference Minutes

Monday July 6, 2009

The July 6th, 2009 Board of Directors (BoD) meeting was called to order at 9:01 PM CDT by President Patrick MacRoberts. Those attending via phone or teleconference were: Michelle Berryessa/First Vice President, Rick Gann/Second Vice President, Mark Westerman/Treasurer, Pete Dolan/Secretary, Jerry Aufox/Director, Chris Davenport/Director and Mary Logue/Executive Secretary. Absent: Kristin McNamara.

1) Old Business

- a. Confirmation of e-mail/teleconference votes taken in June (MacRoberts).

Motion: Aufox, second by Dolan: Confirmation of e-mail votes taken in June. Approve: MacRoberts, Berryessa, Dolan, Westerman, Davenport, Gann, Aufox; Absent: McNamara; Motion is approved.

- b. CASA Finals Budget approval (Gann):

Motion: Gann, second by Aufox: The ASCA[®] Board approves the 2009 Finals budget and will reimburse CASA for actual expenses, documented with receipts and/or contracts. Such expenses not to exceed the overall Finals budget submitted, without prior written permission from the Board. Approve: MacRoberts, Berryessa, Dolan, Westerman, Davenport, Gann, Aufox; Absent: McNamara; Motion is approved.

- c. Treasurer's Report (Westerman): Q1/Q2 Financial Status reported. Discussion of Audit report from ASCA[®] Accountants;

Motion: Westerman, second by Aufox: It is moved that the ASCA[®] Budget for the remainder of Fiscal Year 2009 be suspended for items that are not customary and ordinary for the running of the day to day business of ASCA[®]. The Treasurer will present a revised Budget in August for extra ordinary items, capital expenditures and unexpected major repairs. Approve: MacRoberts, Berryessa, Dolan, Westerman, Davenport, Gann, Aufox; Absent: McNamara; Motion is approved.

Kristin McNamara connected at 9:41 PM CDT.

- d. Membership Retention Survey (McNamara): ~\$200 overhead to administer survey. Motion to follow during regular comment/voting cycle for future administration of survey.

- e. SPC – Progress on Business Plan Deliverables from the BoD (Dolan): when will you have your input ready?

1. Accounting pieces (Westerman): by 2009 Nationals
2. Insurance (Aufox): by 9/01/09
3. Financial Documentation (Westerman): by 2009 Nationals
4. Supporting Documentation (MacRoberts): no date provided
5. Customer Service Policy (Berryessa): by 9/01/09
6. Physical Security (MacRoberts): no date provided

- f. Agenda for BoD meetings in Greeley: Agenda to be provided during August conference call (MacRoberts).

- g. Dog Bite Incident: Dolan will post motion during normal July comment/voting schedule.

- h. Business Office Holiday Schedule: Motion to be submitted during normal July comment/voting schedule.

2) New Business

- a. AR Legislative Committee: Discussed status of new committee activities.

Motion: Aufox, second by Berryessa: I move to appoint Denise Sharp as a member of the AR Legislative Committee. Approve: Unanimous. Motion is approved.

CA 250S Bill: Unanimous consensus by Directors to sign PetPac petition opposing bill; Dolan to send out to ASCA-L.

b. SDC request approval from the BoD the inception of a Farm Trial Task group. Purpose is to review the first year of program and make recommendations for improvement. There was a consensus from the BoD that the SDC should proceed as planned.

Motion to adjourn: Dolan, second MacRoberts; Approve: Unanimous; Motion is approved. Meeting adjourned at 10:26 PM CDT

(s) Mary Logue
Executive Secretary

July 25, 2009
Date of Approval

09:24 Emergency Motion: Hardship Registry

Motion by Berryessa second by Westerman

I move we place a moratorium immediately on all Hardship Applications, pending or future, until the Hardship rules are reviewed and clarified. This motion is to be voted on by Monday, July 20, 2009.

We are now receiving applications from dogs that have dogs registered as other breeds in the pedigree that occur further back than what is covered in our present Hardship rules. We need to clarify what to do with these requests.

Approve: Aufox, Berryessa, Davenport, Gann, MacRoberts, Westerman, Disapprove: Dolan; Abstain: McNamara.

The motion is approved.

4:05 Agility Committee Motion 14-2009 Apprentice Judge Chuck Klein

Motion by Dolan

I move to approve the following from the Agility Committee:

Motion by Ally, second by Krystal

I move to accept Chuck Klein as an ASCA Apprentice Agility Judge.

Vote: Unanimous.

Motion passes.

Approve: Unanimous.

The motion is approved

4:05 Agility Committee Motion 15-2009: Section 4.3.1, Jumpers Courses Final Vote

Motion by Dolan

I move to approve the following motion from the Agility Committee:

Motion by Ally, second by Lisa, effective 1/1/2010

In Section 4.3.1 Class Description remove the following:

"Jumpers classes may use the same course for all levels of competition, but require a higher rate of speed for each higher level. The judge may change the angle of the approach to some of the jumps for the different levels or renumber the order of the course design for each level. The judge is free to use a different course design for each level, if they choose to do so."

And replace it with:

"The difficulty of the course should be appropriate to the level. The course design shall adhere to the same requirements in Chapter 7 as the Regular Agility Class and shall use the obstacles as specified in Chapter 6, section 6.3."

Rationale: This takes out the verbiage that allows the courses to be the same for all three levels. Handling challenges should be appropriate to the level and are specified in Chapter 7 (changes of sides, discriminations etc). It also specifies that the jumpers course design has to follow the same requirements as regular (spacing between obstacles, distance from ring gating etc.) Hopefully this will help give the judges a more concrete framework when designing courses.

Yes: Sherry, Sue, Janelle, Krystal, Annelise, Andrea, Betty, Pamela, Allison, Lisa Non-voting: Cynthia
Motion passes

Approve: Unanimous.
The motion is approved.

5:02 National Specialty Rules: Final Budget

Motion by Westerman second by MacRoberts

I move that the Finals Budget be approved simultaneously with the Nationals Premium.

Comment: The motion will not alter the time frame for approval of the Premium. This motion will alleviate the Board from continuing to try and change the premium during the Budget process months later.

Approve: Gann, Westerman; Disapprove: Aufox, Berryessa, Davenport, Dolan, McNamara; Abstain: MacRoberts.

The motion is not approved.

5:02 National Specialty Rules: Final Budget for Stockdog Conformation, Obedience & Agility

Motion by Westerman second by MacRoberts

I move that the Finals Budget for Stockdog, Conformation, Obedience, and Agility be sent to the respective committees no later than 90 days prior to the required approval date of the Specialty Premium. The Committees comments are required to be returned to the Board within 30 days.

Comment: If approved, this will give all committees the right to comment on the budget.

Approve: Aufox, Berryessa, Gann, MacRoberts, Westerman; Disapprove: Dolan, McNamara; Abstain: Davenport;

The motion is approved.

9:18 Warning Notice

The Board of Directors voted to issue a Letter of Warning to the owner of a dog involved in an aggression incident at a trial.

09:22 Agility Judge

The Board of Directors voted to issue a letter of warning to an agility judge.

98:15 Obedience Committee Chapter 1, Section 20; Dogs that must compete/excused dogs

Motion by McNamara

I move the following from the Obedience Committee:

We respectfully submit the following motion to become effective 1/1/2010.

Motion by Burlingame, second by Hines. Voting: Yes - unanimous

Chapter 1, section 20: Dogs That Must Compete / Excused Dogs

REPLACE ENTIRE SECTION WITH THE FOLLOWING;

"Any dog entered and present at a sanctioned obedience trial or Specialty is expected to compete in all classes in which it is entered. Dogs that have been disqualified or excused by the judge or show/obedience trial committee will be removed from further competition. Dogs that have been excused by the official veterinarian to protect the health of the dog and/ or the health of other dogs at the trial will be removed from further competition. The excuse by the official veterinarian must be in writing, approved by the show or obedience trial committee, and submitted to ASCA[®] with the show reports from the trial.

Handlers will be allowed to excuse themselves from competition for any reason. They will notify the judge of their intention and can be excused before, during, or after their individual exercises. They will also be allowed to excuse themselves from performing the group exercises after notifying the judge. If a handler should request to be excused, they should do so in a timely manner so judging will not be adversely affected. The judge will immediately excuse from further competition, any dog that disturbs, or threatens to disturb another dog during the performance of the group exercises. The judge will clearly note in the judge's book the reason for any excusal.

REASON: The committee feels exhibitors should be able to excuse themselves from further competition. We understand that some days, for whatever reason, the dogs (or handlers) are not up to the task of performing and should no longer be forced to continue. We also feel the judge should have something in writing allowing/directing them to remove a dog that bothers, or might bother another dog during the group exercises. The likelihood of a dog repeating the same bothersome/dangerous behavior during the second stay is high and we felt it would be the wise choice to remove the dog, thus avoiding the possibility.

Approve: Berryessa, Davenport, Dolan, Gann, MacRoberts, McNamara, Westerman; Disapprove: Aufox;
The motion is approved.

98:15 Obedience Committee Chapter 1& 2: Veteran classes – corrections

Motion by McNamara

I move the following from the Obedience Committee:

We respectfully submit the following motion to go into effect immediately. Motion by Burlingame, second by Franks Voting: Yes –unanimous

Please change the following chapters and sections.

Addition of "V" class in regard to groups

Chapter 1, section 2.1 – Obedience Classes

1st paragraph, second and third sentences Change to:

Novice classes will be divided into "A" and "B". Open and Utility classes will be divided into "A", "B", and "V". The Novice "A" and "B" classes and the Open "A", "B", and "V" classes may, at the judge's discretion, be combined for group exercises.

REMOVE Second Paragraph which reads: "In the Novice classes, in order to earn a qualifying score, there must be a minimum of two (2) dogs competing in the Novice group exercises."

Chapter 1, section 2.2, second paragraph, last sentence: Change to: At the discretion of the judge, groups for Novice "A" and "B" and for Open "A", "B" and "V" can be combined or separated as needed to accommodate exhibitors.

Chapter 2, section 6 – A and B classes and different breeds. Change to:

“Section 6: “A” “B” and “V” classes and different breeds

The same method and standards must be used for judging and scoring the “A”, “B” and “V” classes, and in judging and scoring the work of dogs of different breeds.”

Reason: To clear up conflicts left over from the addition of the "V" classes to the ASCA obedience program as well as cleaning up the reference for the need of two dogs to be present for Novice groups.

Approve: Aufox, Berryessa, Davenport, Dolan, Gann, MacRoberts, Westerman; Non-voting: McNamara.
The motion is approved.

99:02 HOF Committee: HOFX sires/dams

Motion : Gann

Anne Shope moves to accept the following for HOFX sires/dams effective January 1, 2010: Second By Cheri Preciado

REQUIREMENTS:

Titles counting are:

Conformation: A-CH, CH

Stock: OTDc, OTDs, ATDd

Excellence: WTCH, ATCH, OTCH, VCH, SVCH, PCH, SPCH

Sires: Offspring must have a total of twelve titles as follows: A minimum of nine titles must come from the conformation or stock categories (singular or in combination). The remaining three titles required may come from more conformation or more stock or from the excellence category.

Bitches: Offspring must have a total of eight titles. A minimum of six titles as noted above must come from the conformation or stock categories (singular or in combination). The remaining two titles required may come from more conformation or more stock or from the excellence category.

PLACEMENT: HOF Rulebook following HOFX kennel/breeder, Website, and Aussie Times if passed. This is the end of the motion and clauses that accompany it. I do have a comment for yours and the Board's consideration:

COMMENT: An application form must be completed. Applicants may attach copies of proof of titles, copies of the recap of titles from the ASCA website which can be obtained under "My ASCA Membership", or pay the Office a fee (to be established) to research titles.

7-YES 2-NO MOTION APPROVED Anne-Yes, Gina-Yes, Cheri- Yes, Sharon-Yes, Robin- NO, Anneke- yes, Chris-NO, Cheryl-yes, Dorothy-yes

Approve: Aufox, Gann; Disapprove: Berryessa, Davenport, Dolan, McNamara, Westerman; Abstain: MacRoberts.

The motion is not approved.

Policy Book: Finals Notification Procedures, All Venues

Motion by Dolan second by McNamara

I move to make the following change to the Finals notification procedure:

Agility Rules and Regulations Section 8.5

Replace:

1. All eligible contestants and alternates who have qualified for the Finals will be notified by United States Postal Service Certified Mail by the ASCA® Business Office. The certified letter will be postmarked no later than July 1st of the Finals Year.

with:

Using USPS First Class mail, the Business Office will notify all eligible competitors who have qualified for Finals. The letter will be postmarked no later than July 1st of the Finals year. If a competitor believes he/she is Finals eligible and has not received a notifying letter by July 8th of the Finals year, he/she shall notify the Business Office concerning this potential problem.

Conformation Show Rules and Regulations Section 15:2

Replace:

1. Invitations will go out from the ASCA Business Office to all eligible contestants by US Postal Service Certified Mail. The certified letters will be postmarked no later than July 1st of the Finals year.

with:

Using USPS First Class mail, the Business Office will notify all eligible competitors who have qualified for Finals. The letter will be postmarked no later than July 1st of the Finals year. If a competitor believes he/she is Finals eligible and has not received a notifying letter by July 8th of the Finals year, he/she shall notify the Business Office concerning this potential problem.

Obedience Rules and Regulations Chapter 10 Section 3

Replace:

1. All eligible contestants and alternates who have qualified for the Finals will be notified by certified mail by the Business Office by July 1 of the year the competition will be held.

with:

Using USPS First Class mail, the Business Office will notify all eligible competitors who have qualified for Finals. The letter will be postmarked no later than July 1st of the Finals year. If a competitor believes he/she is Finals eligible and has not received a notifying letter by July 8th of the Finals year, he/she shall notify the Business Office concerning this potential problem.

Stockdog Rules and Regulations Chapter 12 Section 3

Replace:

1. All eligible contestants who have qualified for the Finals will be notified by certified mail by the ASCA® Business Office. The certified letter will be postmarked no later than July 1st of the Finals Year.

with:

Using USPS First Class mail, the Business Office will notify all eligible competitors who have qualified for Finals. The letter will be postmarked no later than July 1st of the Finals year. If a competitor believes he/she is Finals eligible and has not received a notifying letter by July 8th of the Finals year, he/she shall notify the Business Office concerning this potential problem.

Comment: This change places the same verbiage and a common procedure in all Finals sections of the program rulebooks. It also reduces postal expenses and makes the notification procedure less time consuming.

Approve: Aufox, Davenport, Dolan, MacRoberts, Gann, McNamara; Disapprove: Berryessa, Westerman;
The motion is approved.

Policy Book, Section 9.7, Holidays

Motion by Dolan second by Berryessa

I move to add the following to Section 9 of the Policy Book.

Section 9.7 Holidays

The following days will be observed by the Business Office staff as paid holidays:

NEW YEAR'S DAY
MEMORIAL DAY
FOURTH OF JULY
LABOR DAY
THANKSGIVING DAY
FRIDAY FOLLOWING THANKSGIVING DAY
CHRISTMAS EVE
CHRISTMAS DAY

Should the holiday fall on a Saturday observance will be on the preceding Friday. Should the holiday fall on a Sunday observance will be on the following Monday.

Comment: This will amplify the similar content in the Employee's Handbook and clarify the procedure for holiday office closure.

Approve: Aufox, Berryessa, Dolan, Gann, MacRoberts, McNamara, Westerman; Disapprove: Davenport.
The motion is approved.

Policy Book: Section 9.8, Membership Retention Survey

Motion by McNamara second by MacRoberts

I move the following be added as section 9.8 in the ASCA[®] Policy Book:

9.7 Membership Retention Survey

The ASCA[®] Business Office shall deploy a membership retention survey, approved by the ASCA[®] Board, via email within the first week of March and of September. Email addresses of lapsed full individual or dual memberships from the previous six months shall be mined for use in deployment. Data shall be compiled after 30 days of submission and submitted to an appointed member of the Board (who should also be a member of the Strategic Planning Committee) for presentation to the Board and to the Strategic Planning Committee, including analysis of results and recommendations based on survey feedback.

Comment: The test-run of the retention survey yielded positive results, both from an informational and from a renewal encouragement standpoint. The survey provides good demographics information as well as a good way to see where the club can improve and is doing well.

Approve: Aufox, Davenport, Dolan, Gann, MacRoberts, McNamara, Westerman; Disapprove: Berryessa;
The motion is approved.

Policy Book, Section 19.2 Dishonored Checks changes

Motion by Berryessa second by Dolan

I move we accept the attached forms and policy change dealing with dishonored funds received by ASCA[®]. The forms have been reviewed and accepted by Jean Miller. The policy will replace the current 19.2 policy. The forms will be used as guidelines by the office and modified as needed by the office.

19.2 Dishonored Funds

Notice by certified and regular mail will be sent immediately upon notification of dishonored funds (i.e. NSF checks, stop payments, etc.). The person will have twenty (20) days, from the postmark date, in which to make good the funds or the person will be put on the Suspended List and suspended from all ASCA[®] privileges, including competition in ASCA[®] programs. Any services granted by ASCA[®] and paid with dishonored funds

will be withdrawn until all fees are paid. The ASCA[®] Business Office will use discretion in making the best collection possible on the funds.

There will be an additional forty dollar (\$40.00) charge for each dishonored fund.

Any person writing two (2) or more dishonored funds during a twelve (12) month period will be placed on a cash basis until further notice.

To be reinstated, the person must pay a fifty dollar (\$50.00) fine.

The above policy is also applicable for dishonored funds received by Affiliates provided the Affiliate has made a good faith effort to collect said funds for a period of at least thirty (30) days prior to submittal to the ASCA[®] Business Office. The Affiliate will be required to submit the appropriate form and materials to ASCA[®] before ASCA[®] undertakes collection efforts.

Once submitted to ASCA[®] by an Affiliate, any wins, qualifying scores or awards earned at an Affiliate level will be withdrawn and awarded to the next eligible dog or returned to the Affiliate, as applicable, if the dishonored funds and fees are not paid to ASCA[®] in full within 20 days of the notification from ASCA[®].

Affiliates shall promptly pay all agreed upon Judges' fees and expenses. Any dishonored funds from an Affiliate Club to a Judge will result in immediate suspension of the Affiliate Club until the check is honored.

The ASCA[®] Business Office will send a post card to persons who make good on their dishonored funds, indicating they are now removed from the Suspended List as of the date it is made good.

NATIONAL FINALS - The ASCA[®] Business Office will notify the contestant of the Dishonored funds and will allow seven (7) days to have the funds made good. If the dishonored fund is not made good, the alternate will be notified immediately.

Postmark dates will apply in all cases.

Current document:

19.2 Dishonored Checks

Notice by certified and regular mail will be sent immediately upon receipt of a dishonored (NSF) check. The person will have twenty (20) days in which to make good the check or the person will be put on the Suspended List. The ASCA[®] Business Office will use discretion in making the best collection possible on the checks.

There will be an additional forty dollar (\$40.00) charge for each dishonored check.

Any person writing two (2) or more dishonored checks during a twelve (12) month period will be placed on a cash basis until further notice.

To be reinstated, the person must pay a fifty dollar (\$50.00) fine.

The above policy is also applicable to dishonored checks written to Affiliates provided the Affiliate has made a good faith effort to collect said check for a period of at least thirty (30) days prior to submittal to the ASCA[®] Business Office.

Affiliates shall promptly pay all agreed upon Judges' fees and expenses. Any dishonored checks written by an affiliate Club to a Judge will result in immediate suspension of the affiliate Club until the check is honored.

The ASCA[®] Business Office will send a post card to persons who make good on their bad checks, indicating they are now removed from the dishonored (NSF) check list as of the date it is made good.

NATIONAL FINALS - The ASCA® Business Office will notify the contestant of the Dishonored (NSF) check and will allow seven (7) days to have the check made good. Postmark dates will apply in all cases. If check is not made good, the alternate will be notified immediately.

Approve: Berryessa, Davenport, Dolan, Gann, MacRoberts, Westerman; Disapprove: Aufox, McNamara;
The motion is approved.

Policy Book section 19.7, Financial Authorization

Motion by Dolan second McNamara

I move to replace Section 19.7 of the Policy Book which reads as follows:

19.7 Financial Authorization

The President and Treasurer of the Australian Shepherd Club of America (ASCA®), or either of them, during their respective terms, be, and they hereby are, the only representatives of ASCA® who are authorized to transact ASCA®'s business with investment and banking accounts and in such capacity to handle all of ASCA®'s accounts with them. In turn, these organizations are authorized and directed to deal directly with said President and Treasurer with respect to all of such accounts.

Further, the ASCA® Office Manager hereby is authorized and directed to provide to these organizations the current names, addresses, contact information, and length of term of the President and Treasurer of ASCA® immediately after the Annual Meeting in each year. Further, the Secretary shall make note of the above, using officer names, in the minutes.

Added: 03/09

with the following:

19.7 Financial Authorization

The President and Treasurer of the ASCA®, during their respective terms, are the only representatives of ASCA® who are authorized to transact ASCA®'s business with investment and banking accounts and, in such capacity, to handle all of ASCA®'s accounts with them. In turn, these organizations are authorized and directed to deal directly with said President and Treasurer with respect to all such accounts.

The Office Manager is authorized and directed to provide these organizations the current names, addresses, contact information, and length of term of the President and Treasurer of ASCA® immediately after the Annual Meeting in each year. Further, the Secretary shall make note of the above, using officer names, in the minutes.

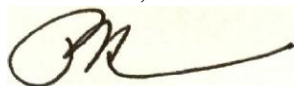
The Treasurer is the primary manager of ASCA®'s accounts. Except in an emergency, the Treasurer shall obtain the concurrence of the President prior to making any realignment in the accounts. The Treasurer and the Office Manager shall consult frequently so that funds may be moved to anticipate variations in cash flow. These consultations will aid in ensuring the timely payments of anticipated and unanticipated expenses.

Added: 03/09 Modified 07/09

Comment: This change clarifies the two person responsibility for financial management and adds verbiage to improve cash flow management.

Approve: Aufox, Berryessa, Davenport, Dolan, Gann, MacRoberts, McNamara; Disapprove: Westerman.
The motion is approved.

Submitted,



Pete Dolan

(Date)

(Name)

(Address)

Re: Dishonored Check

Amount Due: (Amount of Check plus \$40.00)

Dear (Name):

Your check dated _____ made payable to (Name of Affiliate) in the sum of \$_____ for the (Name of Show) was dishonored by your bank and returned to us.

Pursuant to ASCA[®] regulations, you must make this check good and also pay a \$40.00 dishonored check charge within the next 20 days. Please immediately forward a check in the total amount of \$_____ made payable to (Name of Affiliate) to the following address:

(Contact Name and Address)

ASCA[®] regulations further provide that if this request is not complied with, your ASCA[®] privileges will be suspended and you will be subject to a \$50.00 reinstatement fee in addition to all other charges. Additionally, if another check of yours is dishonored within the next 12 months, you will be put on a cash basis for all ASCA events until further notice. I certainly hope that such actions will not be necessary.

Very truly yours,

(Name and Title)



AUSTRALIAN SHEPHERD CLUB OF AMERICA

6091 E. State Hwy 21
Bryan, TX 77808
www.asca.org

(979) 778-1082
FAX (979) 778-1898
manager@asca.org

Report of Dishonored Payment to an ASCA® Affiliate Club

ASCA® policy 9.2.7 allows an Affiliate to submit dishonored funds to ASCA® provided the Affiliate has made a good faith effort to collect said funds for a period of at least thirty (30) days prior to submittal to the ASCA® Business Office. Once received from the Affiliate, the person will be sent a letter from ASCA® notifying them of the penalties and fees that ASCA® will access.

Please fill out the information below:

ASCA® Affiliate Club: _____

Name and address of person with the dishonored funds: _____

Detail all attempts made to collect the funds by the Affiliate Club. Include a copy dishonored funds and any proof verifying the below attempts.

List any awards won by dogs whose entries were paid by these funds, including the dog's name(s):
