

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.

December 1-31, 2010

Board of Directors Teleconference

Monday December 12 , 2010

The December 12th, 2010 Board of Directors (BoD) meeting was called to order at 8:02 PM CDT by President Pete Dolan. Those attending via phone were: David Clayton/Director, Tenley Dexter/Secretary, Michelle Berryessa/Treasurer, Peter Hellmeister/First VP, Ronnie Bates/Director, Russ Ford/Second VP and Rachel Vest/Director. Absent were Mark Westerman/Director and Mary Logue/Executive Secretary.

1) Old Business

- a. Confirmation/Ratification of e-mail votes taken in November, 2010 (Berryessa): Motion by Hellmeister, second by Berryessa; Approve: Berryessa, Hellmeister, Vest, Dolan, Clayton, Dexter, Bates, Ford; Absent: Westerman; the motion is approved.
- b. Treasurer's Report (Berryessa): Report through the 3rd quarter of 2010 with year-end projections. There is an \$85,000 difference from last year and this year's quarter. ASCA should end the year with \$70,000 to \$80,000 profit. Financial Procedures Manual will be worked on with Jean Miller. Berryessa talked to the book keeper in regards to the chart of accounts and the book keeper will work on it. The book keeper should now be sorting out recording fees to correct venues. Contacting credit card company to get information broken down.
- c. 2011 National Premium (Dolan): There is one minor spelling error which will be corrected. Motion by Dolan, Second by Hellmeister: I move to approve the 2011 National Premium. Approve: Bates, Berryessa, Clayton, Dexter, Ford, Vest, Dolan; Non-voting: Hellmeister, Westerman. The motion is approved.
- d. Executive Committee for Executive Director/Business Manager (Bates): Discussion to approve forming the committee. This would be a preliminary process only. It's not about pushing one or the other option. Suggest a feasibility study which would only be about looking into the idea and gathering info and then making a recommendation in the future to the BoD.
Motion by Bates, second by Hellmeister: I move that the ASCA Board create an Executive Committee to make a recommendation to the ASCA Board on whether ASCA should hire an Executive Director or a Business Manager. The Committee will be chartered to ANALYZE and ASSESS the aspects of each option and make a recommendation to the ASCA Board on whether ASCA should hire an Executive Director, Business Manager, or maintain the status quo.
COMMENT: A business manager is a person who manages the work of others in order to run a business efficiently and make a large profit. He or she should have working smarts of the following areas, and may be a specialist in one or more: sales, marketing, and public relations; research, operations analysis, data processing, mathematics, statistics, and economics; production; finance; accounting, auditing, tax, and budgeting; purchasing; and personnel. An executive director is the senior manager of an organization, company, or corporation. The role of the Executive Director is to design, develop and implement strategic plans for their organization in a cost-effective and time-efficient manner. The Executive Director is also responsible for the day-to-day operation of the organization, including managing committees and staff and developing business plans in collaboration with the board for the future of the organization.

Westerman enters teleconference at 8:16 PM CST.

Approve: Unanimous; *the motion is approved*

- e. SDC break even Finals Budget Proposal status (Bates): Feasibility study to change Finals to three (3) guaranteed runs. SDC wants BoD's approval to change Finals format. Comment by Westerman: Finals need to be cost neutral, not necessarily change format. BoD gives OK to proceed with SDC proposal.
- f. Conformation Committee Performance (Berryessa): Discuss remedies to improve committee performance. There should be more hands on involvement by Liaison. It will take time to get rid of "us versus the BoD" attitude. BoD needs to listen to them as well. Cell phone motion will be withdrawn by Berryessa. Conformation Committee progress will be discussed again during March teleconference.
- g. Texas A&M (TAMU) computer project status update (Ford): Mr. Jon Jaspersom, PHD special problems class will do a semester long study and then come back to ASCA with a summary, needs, recommendations with a high, low and medium cost recommendation. TAMU wants a contribution of \$2500 to the Center for the Management of Information Systems. Internet solutions instead of ASCA having the software. Will make a presentation by students (Masters Program) and we will

buy them dinner. Regular consulting firm would cost many times that amount. Russ will submit motion for January voting cycle.

2.) New Business

- a. Instituting an agenda process for the General Membership Meeting (GMM) (Dolan): Process is already in place to post agenda 30 days before the GMM. GMM is the forum for the members and can be brought up under new business. Better ground rules to be established, microphone use, restriction of what can be said, sergeant at arms and limited time at the microphone, etc. Contact a parliamentarian and ask for guidelines for their meetings. The execution of the GMM and governing a meeting need to be discussed. Topic will be placed on agenda for Spring BoD meeting for discussion for how it should be run.
- c. Spreadsheet to manage and track status of BoD items (Hellmeister): File sent for Directors to look at. Spreadsheet available for things the BoD is doing or planning on doing. Things get lost over time and hopefully this will keep that from happening. It would be a report card for the BoD. I'd like to give this duty officially to the second vice president. Hellmeister will write up motion for January.
- d. BoD term limits (Vest): Referendum to the membership for a Bylaws change. Section 5 of the ByLaws: Directors may serve two (2) consecutive terms, then must sit out for one (1) full year. Open the BoD up to more members. Get more qualified candidates to the BoD. Vest will put something together.

Meeting was closed at 9:06 PM CST due to the conference being disconnected
The next teleconference will be on January 10, 2011 at 8:00 PM CST

_____/s/Mary Logue_____
Executive Secretary

____ 1/9/11 ____
Date of Approval

00:20 Registry Rules Section 1.7

Motion by Dolan, Second by Hellmeister: I move to change section 1.7 paragraph 6 of the Registry Rules which currently reads:

6. The applicant must provide evidence that the applicant dog's lineage is based 100% on ASCA registered dogs, none of whose registrations have been revoked by ASCA prior to the applicant's purchase of the dog or who was ASCA registered "Not for Breeding". Registration of any applicant dog, its parents or its grandparents as a breed other than Australian Shepherd will result in the applicant dog being ineligible for ASCA registration. Applicants must supply ASCA descendant registration numbers at the time of application.

To read:

6. The applicant must provide evidence that the applicant dog's lineage is based 100% on ASCA registered dogs, none of whose registrations have been revoked by ASCA prior to the applicant's purchase of the dog or who was ASCA registered "Not for Breeding". Registration of any applicant dog or any dog in the submitted pedigree as a breed other than Australian Shepherd will result in the applicant dog being ineligible for ASCA registration. Applicants must supply ASCA descendant registration numbers at the time of application.

Comment/Rationale: This change allows complete use of the submitted documentation and does not limit the registrar to the "three generation" rule.

Approve: Clayton, Dolan, Dexter, Bates, Vest. Disapprove: Hellmeister, Ford, Berryessa, Westerman. *The motion is approved.*

Letter of Dissent (Berryessa): I do not believe the wording offered in this motion will prevent registration of dogs registered as other breeds who have, at the time of application, an ancestor who is registered as another breed. This present rule will allow breeders who have a dog registered as another breed in the pedigree beyond grandparents, but whose registration papers have still not been pulled, to apply for registration.

Letter of Dissent (Westerman): I am not in favor of this as there is a loop hole in it that has and will continue to be exploited. The loophole is that if a registered dog's ancestors turn out to have a poodle in it, then that dog can still remain in the ASCA stud book using this loophole that the buyer is an innocent buyer. This crossbred is still a cross bred and should be removed from the ASCA stud book.

1:01 Director's Handbook 8.1 & 8.2

Motion by Hellmeister, Second by Dolan. I move to change 8.1 of the Director's Handbook which currently reads:

Business to be conducted at the spring meeting

Ratify all previous business

Review of all Employees – Executive Secretary,

Aussie Times editor, Business Office staff, independent contractors.

Voting for which Committee Chairs and/or other personnel ASCA shall pay travel expenses to the National Specialty
Hiring of ASCA Attorney, Accountant, Bookkeeper, Independent Contractors (may be done when needed at other times)
Staff raises and bonuses.

To

Business to be conducted at the spring meeting

Ratify all previous business

Review of all Employees –

Aussie Times editor, Business Office staff (except Business Office Manager), independent contractors.

Voting for which Committee Chairs and/or other personnel ASCA shall pay travel expenses to the National Specialty
Hiring of ASCA Attorney, Accountant, Bookkeeper, Independent Contractors (may be done when needed at other times)
Staff raises and bonuses.

Lifetime Achievement Award Nomination

I further move to change 8.2 of the Director's Handbook which currently reads:

Business to be conducted at the National Specialty meeting

Ratify all previous business

New Director orientation

Appoint program committee members

Committee orientation

Appoint liaisons for non-committee ASCA personnel

Meetings with committees as requested

Election of Officers

To

Business to be conducted at the National Specialty meeting

Ratify all previous business

New Director orientation

Appoint program committee members

Committee orientation

Appoint liaisons for non-committee ASCA personnel

Meetings with committees as requested

Election of Officers

Review of Executive Secretary and Business Office Manager

Comment: The President is liaison to the Business Office, the 1st Vice President is liaison to the Executive Secretary.

Both officers are elected at the National Specialty. Changing the review cycle will allow both President and 1st VP a full year to work with these officers and give a much more accurate picture for review of both positions. With the creation of the history committee and its selection for a Lifetime Achievement Award honoree it is also necessary to handle this item at the Spring Meeting in time for the award to be presented at the National Specialty.

Approve: Unanimous.

1:05 JCOE Rev 4

Motion by Vest, Second by Dexter. I move that the following (attached) Judge's Code of Ethics be adopted for all ASCA Judges, effective date is Dec 31, 2010.

Comment: The revision covers updating to incorporate member comments. The Judges Code Of Ethics approved in June 10 is slated to become effective on 01/01/11. Therefore, this needs to appear as a motion in the December cycle. For the new BOD members - the implementation of the Judges Code Of Ethics approved in June 10 was delayed by an emergency vote in July 10 due to input from the membership.

Approve: Hellmeister, Berryessa, Clayton, Dolan, Dexter, Bates, Vest, Westerman. Disapprove: Ford. *The motion is approved.*

4:05 Agility Committee Motion 19-2010 Outside Licensing

Motion by Dolan. I move to approve the following Agility Committee motion:

Motion by Krystal Emery, second by Annelise

Non Voting: Ally, Sue; Abstain: Janelle; Yes: Caroline, Pamela, Betty, Andrea, Annelise, Cynthia, Krystal, Sherry.

That the Licensee Program will be permitted to hold or recommend for sanctioning Agility trials for the purpose of offering classes for ASCA certification. The Licensee Program shall be open to any organization that feels it can

adequately carry out the duties and responsibilities of hosting ASCA sanctioned Agility Trials as per the ASCA Agility Rules. The rule book shall reflect the Licensee Program

Currently, Section 2.1 Trial Administration and Sanctioning, reads:

2.1.1 Affiliate Clubs

Only Affiliates of ASCA will be permitted to hold or recommend for sanctioning an Agility trial for the purpose of offering classes for ASCA certification. Official ASCA programs that require sanctioning and award points or qualifying scores that lead to an ASCA title shall not be conducted by any individual(s), non ASCA Affiliated corporation(s) or business(es). Affiliate Club(s) in good standing with ASCA will have the exclusive right to schedule, sanction and conduct official ASCA programs. No individual(s), non ASCA Affiliated corporation(s) or business(es) shall realize an monetary profit, or any other benefit as a result of any connection with an ASCA sanctioned event. Normal event sponsorship or advertisement by any individual(s), corporation(s) or business(es) shall not be considered to be in conflict with this rule. Individuals, corporations or businesses that enter into an agreement with Affiliate Clubs to supply materials, services, facility rentals, livestock rentals or any other needed required for the conduct of sanctioned events shall not be considered to be in conflict with this rule.

Change to:

2.1.1 Affiliate Clubs/Licensees

Only ASCA Affiliate Clubs or Licensees will be permitted to hold or recommend for sanctioning an Agility trial for the purpose of offering classes for ASCA certification. An Affiliate Club/Licensee must be in good standing with ASCA and have the exclusive right to schedule, sanction and conduct official ASCA programs. Official ASCA programs that require sanctioning and award points or qualifying scores that lead to an ASCA title shall not be conducted by any individual(s), non ASCA Affiliates/Licensees or business(es). Affiliate Club(s) or Licensees in good standing with ASCA will have the exclusive right to schedule, sanction and conduct official ASCA programs. No individual(s), non ASCA Affiliated corporation(s) or business (es) shall realize any monetary profit, or any other benefit as a result of any connection with an ASCA sanctioned event. Normal event sponsorship or advertisement by any individual(s), corporation(s) or business (es) shall not be considered to be in conflict with this rule. Individuals, corporations or businesses that enter into an agreement with Affiliate Clubs/Licensees to supply materials, services, facility rentals, livestock rentals or any other need required for the conduct of sanctioned events shall not be considered to be in conflict with this rule.

Currently, Section 2.1.2 Sanctioning an Event Outside a State/Area, reads:

2.1.2 Sanctioning an Event Outside a State/Area ASCA Affiliate Clubs shall not request sanctioning for any event to be held outside of their state/area in a state/area that is already served by at least one Affiliate Club. If a state/area is not served by an Affiliate Club then an Affiliate Club from another state/area may sanction events there on a first come basis. If an Affiliate Club wishes to sanction an event at a site that is outside of their state/area they must first secure written permission from all of the Affiliates in that state/area. This written permission shall be submitted to the Business Office with the sanction request before sanctioning can be granted. If an Affiliate Club organizes in a state/area that formerly did not have an Affiliate Club, then the new Club shall have primary sanctioning authority. Out of state/area Affiliate Clubs must then follow the procedure as outlined in the previous two paragraphs. Affiliate clubs who sanction pre-national events to be held in the state/area of the National Specialty event are exempt from the provisions of this section.

Change to:

2.1.2 Sanctioning an Event Outside a State/Area

ASCA Affiliate Clubs or Licensee shall not request sanctioning for any event to be held outside of their state/area in a state/area that is already served by at least one Affiliate Club or Licensee. If a state/area is not served by an Affiliate Club or Licensee then an Affiliate Club or Licensee from another state/area may sanction events there on a first come basis. If an Affiliate Club/Licensee wishes to sanction an event at a site that is outside of their state/area they must first secure written permission from all of the Affiliates/Licensees in that state/area. This written permission shall be submitted to the Business Office with the sanction request before sanctioning can be granted. If an Affiliate Club/Licensee organizes in a state/area that formerly did not have an Affiliate Club, then the new Club shall have primary sanctioning authority. Out of state/area Affiliate Clubs or Licensee must then follow the procedure as outlined in the previous two paragraphs. Affiliate clubs who sanction pre-national events to be held in the state/area of the National Specialty event are exempt from the provisions of this section.

Currently, Section 2.1.4 Trial Location and Dates, reads:

2.1.4 Trial Location and Dates

An ASCA affiliate may not hold an ASCA sanctioned agility trial within 200 miles of another ASCA sanctioned agility trial, on the same or overlapping dates, without written consent from the club who has first right to that date. The use of the Club's name for event purposes cannot be transferred. Each Host Club, which holds a sanctioned event at least once in every 2 consecutive years, shall have first right to claim the corresponding dates or holiday weekend for its event to be

held in the next succeeding two years. If the Club having first right to the dates does not host a sanctioned event on that date in the following year, another Club may use the preexisting date for an event. The original Club shall still have first right to the date on the second year following their original event. If they do not host a sanctioned event on that date in the second year, they lose the first right to the date. The ASCA Business Office will hold paperwork from any other Club wishing to use a preexisting date until the ASCA Business Office has been notified that the Host Club with the preexisting date will not use the event date that year. If paperwork has to be held pending receipt of the notification from the Host Club with the preexisting date, the ASCA Business Office will notify the second Club within 14 days upon receipt of the Sanctioning Request Form. To facilitate timely receipt of materials, Clubs wishing to use a preexisting date should contact the Host Club and request notification be sent in writing to the ASCA Business Office stating the preexisting date will not be used that year. If the Host Club with the preexisting date does not use that date on the second year following their original event, first claim to that date will pass to a second Host Club, if there is one. If a date has not been previously claimed, the Host Club whose sanctioning is postmarked first shall be awarded the date.

Change to:

2.1.4 Trial Location and Dates

An ASCA Affiliate/Licensee may not hold an ASCA sanctioned agility trial within 200 miles of another ASCA Affiliate/Licensee sanctioned agility trial, on the same or overlapping dates, without written consent from the club or licensee who has first right to that date. The use of the Club/Licensee name for event purposes cannot be transferred. Each Host Club or Licensee, which holds a sanctioned event at least once in every 2 consecutive years, shall have first right to claim the corresponding dates or holiday weekend for its event to be held in the next succeeding two years. If the Club/Licensee having first right to the dates does not host a sanctioned event on that date in the following year, another Club/Licensee may use the preexisting date for an event. The original Club/Licensee shall still have first right to the date on the second year following their original event. If they do not host a sanctioned event on that date in the second year, they lose the first right to the date. The ASCA Business Office will hold paperwork from any other Club/Licensee wishing to use a preexisting date until the ASCA Business Office has been notified that the Host Club/Licensee with the preexisting date will not use the event date that year. If paperwork has to be held pending receipt of the notification from the Host Club or Licensee with the preexisting date, the ASCA Business Office will notify the second Club or Licensee within 14 days upon receipt of the Sanctioning Request Form. To facilitate timely receipt of materials, Clubs/Licensees wishing to use a preexisting date should contact the Host Club/Licensee and request notification be sent in writing to the ASCA Business Office stating the preexisting date will not be used that year. If the Host Club or Licensee with the preexisting date does not use that date on the second year following their original event, first claim to that date will pass to a second Host Club/Licensee, if there is one. If a date has not been previously claimed, the Host Club/Licensee whose sanctioning is postmarked first shall be awarded the date.

Currently, Section 2.1.5 Sanctioning Request Form, reads:

2.1.5 Sanctioning Request Form

An ASCA Affiliate must submit an official Agility Trial Sanction Request to the business office at least 60 days in advance of the proposed trial date. Sanctioning requests submitted via email or facsimile must be received during the business office hours of operation no later than 60 days prior to the trial date. Sanctioning requests submitted via mail must be postmarked 60 days prior to the trial date. The sanctioning fee (as set by the ASCA Board of Directors) must be submitted with the application. The sanctioning fee will be assessed for each day of the trial. An Agility trial may consist of a single day or it may consist of two or more days in calendar order (i.e., separate days are not considered separate trials nor are separate classes considered separate trials). The sanctioning request form shall consist of a single form for the trial (not separate forms for each day of the trial) and shall make provision for indicating the exact day or days (including partial days) covered by the trial. It is recommended Clubs retain proof of mailing for all sanctioning requests. The ASCA Business Office will not except responsibility for sanctioning requests lost in the mail. It is recommended that Clubs retain proof of mailing for all sanctioning requests submitted via mail. It is the responsibility of the Club to obtain confirmation of receipt from the business office of any sanctioning requests submitted electronically. If the Host Club with the preexisting dates postmarks are electronically submits their sanctioning request form passed the 60 day deadline and it is not received 45 days prior to the event, they will lose first right to this date for that year. Affiliate Clubs must have their Show Coordinator (and ASCA Member in good standing and appointed by the Affiliate Club 'on file' at the Business Office) sign the reverse side of the Agility Trial Sanction Form. The Show Coordinator will be responsible for accurate filing of the trial sanctioning along with appropriate fees in a timely manner. The Show coordinator is also responsible for insuring all trial reports, with appropriate fees, are submitted to ASCA after the show in a timely manner. An agility trial show secretary shall be listed on Agility Trial Sanction Form and must be an ASCA Member in good standing.

Change to:

2.1.5 Sanctioning Request Form

An ASCA Affiliate/Licensee must submit an official Agility Trial Sanction Request to the business office at least 60 days in advance of the proposed trial date. Sanctioning requests submitted via email or facsimile must be received during the business office hours of operation no later than 60 days prior to the trial date. Sanctioning requests submitted via mail must be postmarked 60 days prior to the trial date. The sanctioning fee (as set by the ASCA Board of Directors) must be submitted with the application. The sanctioning fee will be assessed for each day of the trial. An Agility trial may consist of a single day or it may consist of two or more days in calendar order (i.e., separate days are not considered separate trials nor are separate classes considered separate trials). The sanctioning request form shall consist of a single form for the trial (not separate forms for each day of the trial) and shall make provision for indicating the exact day or days (including partial days) covered by the trail. It is recommended Club or Licensee retains proof of mailing for all sanctioning requests. The ASCA Business Office will not accept responsibility for sanctioning requests lost in the mail. It is recommended that Clubs or Licensee retain proof of mailing for all sanctioning requests submitted via mail. It is the responsibility of the Club/ Licensee to obtain confirmation of receipt from the business office of any sanctioning requests submitted electronically. If the Host Club/Licensee with the preexisting dates postmarks are electronically submits their sanctioning request form passed the 60 day deadline and it is not received 45 days prior to the event, they will lose first right to this date for that year. Affiliate Clubs/Licensees must have their Show Coordinator (and ASCA Member in good standing and appointed by the Affiliate Club/Licensee 'on file' at the Business Office) sign the reverse side of the Agility Trial Sanction Form. The Show Coordinator will be responsible for accurate filing of the trial sanctioning along with appropriate fees in a timely manner. The Show coordinator is also responsible for insuring all trial reports, with appropriate fees, are submitted to ASCA after the show in a timely manner. An agility trial show secretary shall be listed on Agility Trial Sanction Form and must be an ASCA Member in good standing.

Rationale for developing the Licensee Program:

The ASCA Agility Licensee Program is designed to stimulate growth of the ASCA Agility Program. Agility Clubs who presently have ASCA Agility Competitors and ASCA Members have shown great interest in the opportunity and the ability of scheduling more ASCA Agility Trials. This Program makes it possible for individual Agility Clubs with ASCA Members in good standings who would like to offer ASCA sanctioned Agility Trials in areas under-served by ASCA Affiliate Agility. This Licensee Program will help advance and stimulate growth within ASCA Agility and support the membership's enjoyment of this great sport. This is not intended to create competition with Affiliates, but to provide another avenue for trials to be held and to expand our vision of ASCA Agility.

Approve: Unanimous. *The motion is approved.*

4:05 Agility Judge Promotion

Motion by Dolan. I move to approve Andrea Hoffman as an Agility Judge.

Comment: Andrea Hoffman completed the requirements for promotion to the next level.

Approve: Unanimous. *The motion is approved.*

4:05 Agility Apprentice Judge Approval

Motion by Dolan. I move to approve the following persons as Apprentice Agility Judges:

Michael Black

Maggie Yates

Lisa De Luisa

Comment: These individuals have had their names published in the Aussie Times, met the requirements to become Apprentice Agility Judges and been approved unanimously, with the exception one abstention in the case Michael Black, by the Agility Committee.

Approve: Unanimous. *The motion is approved.*

Policy Book: Add Section 6.25 Aussie Times

Motion by Dolan, Second by Berryessa. I move to add the following section to the Policy Book:

6.25 Columnists' Complimentary Ads

Upon completion of six columns, each columnist will be entitled to a complimentary full page black and white advertisement for personal use. Upon completion of twelve columns each columnist will be entitled to a full page Color advertisement. As an alternative, after six columns the columnist may be entitled to a full page Color advertisement by paying the difference between the color and B&W ad rates. When submitting the ad proof for publication the columnist must include a listing of the columns which fulfill the number requirement. This program begins in calendar year 2011.

Rationale: This program is designed to reward volunteer columnists for their contributions to the Aussie Times.

Approve: Unanimous. *The motion is approved.*

10:41 ASCA Data and Document Retention Policy

Motion by Hellmeister, Second by Dexter. I move to approve the attached policy for implementation.

Approve: Unanimous. *The motion is approved.*

10:60 Strategic Plan Implementation

Motion by Bates, Second by Hellmeister.

I move that the attached Strategic Plan be adopted and implemented by the ASCA Board. The Strategic Plan will guide the Board to prioritize long and short term objectives to manage the organization.

Approve: Hellmeister, Berryessa, Clayton, Dolan, Dexter, Bates, Ford, Vest; Abstain: Westerman. *The motion is approved.*

Letter of Dissent (Westerman): I support all of this plan except "investigate a Stock-dog Instinct Test". I oppose such test to prioritize long and short term objectives to manage the organization.

10:61 Mandatory Judge's Education

Motion by Dexter, Second by Clayton

I move to direct all Program Committees to develop a mandatory Judge's Education Program for current and prospective ASCA Judges. Committees will be given 1 year (from publication date in the Aussie Times) to develop and present a blueprint and budget for their perspective education programs to the BoD for approval with a goal of implementation of the program in it's entirety within 3 years. The program can include but is not limited to face to face meetings, web chat lists, power point presentations, webinars, CD/DVD videos or any combination of various communication media.

Approve: Clayton, Dolan, Dexter, Bates, Vest; Disapprove: Hellmeister, Berryessa, Ford, Westerman. *The motion is approved.*

Letter of Dissent (Berryessa): The committees have requested some idea from the BOD on what they can expect for a budget amount. There are also concerns with requiring mandatory Judge's education for Judges that come from other registries. These concerns need to be addressed before we vote on this motion.

10:62 Points Reinstatement

Motion by Dolan, Second by Bates

I move to direct the Business Office to reinstate the points from the NorCal ASC September 4, 2010 show removed from Woodstock's Belle Star.

Comment/Rationale: The removal resulted from a complaint that was not properly processed and improper direction to remove the points. These administrative errors occurred at every level when processing the complaint and resulting points removal. It seems unfair to penalize the competitor because of administrative lapses in the process.

Approve: Berryessa, Clayton, Dolan, Dexter, Bates, Ford, Vest, Westerman; Non-voting: Hellmeister. *The motion is approved.*

10:63 Re-consideration of limited hardship registration of Annie Oakley II

Motion by Clayton, Second by Berryessa

I move to allow full registration privileges for Annie Oakley II.

Rationale: Ms. Konieczka is requested that full registration be re-considered for Annie Oakley II. Ms. Konieczka application was complete and fulfilled the requirements set forth in the hardship application. The dog was granted limited registration due to white on one side of the head predominating and a pink eye rim. In the hardship registry rules, the only rule listed to prohibit registration is a disqualifying fault. While the dog does has white on one side of the face, it is not a disqualification. Without a disqualifying fault the dog should be given full registration privileges as it has met all the requirements set forth in the Hardship Registration Application.

Approve: Berryessa, Clayton, Dolan, Dexter, Bates, Ford, Vest; Disapprove: Hellmeister, Westerman. *The motion is approved.*

10:64 Affiliate Change from First Coast ASC to Georgia Performance

Motion by Clayton, Second by Vest

I move to accept the name change for the ASCA Affiliate from First Coast ASC to Georgia Performance

Re: All the paperwork was in order and the name is more appropriate. See attached paperwork.

Approve: Unanimous. *The motion is approved.*

10:65 Western AS Obedience Club Affiliate Application

Motion by Dolan, Second by Bates

I move to approved the affiliate application of the Western Australian Shepherd Obedience Club

Comment: The Affiliate Application Review Committee reviewed the application and recommends approval. The application is attached for review.

Approve: Unanimous. *The motion is approved.*

96:02 Stockdog Judge Move-up: Jan Wesen

Motion by Bates

I move to accept the SDC recommendation to move Jan Wesen from Provisional SD Judge to Regular SD Judge.

The vote is completed for the move up for Jan Wesen from Provisional to Regular SD Judge. *The vote was 9 Approve* (Caldwell, Kelly, Mason, Padgett, deJong, Garrett, Pinney, Schvaneveldt, Hardin), 0 Opposed, and 3 Non-voting / Abstain (Baker, Harris, Butler).

Approve: Unanimous. *The motion is approved.*

96:02 SDC: David Clayton Judge Move-up

Motion by Bates

I move to approve the SDC recommendation to move David Clayton from Apprentice Stockdog Judge to Provisional Stockdog Judge.

The SDC has approved David Clayton to move from Apprentice SD Judge to Provisional SD Judge. *The vote was 9 in favor with 2 non-voting members.* The Chair did not vote as per RRO.

Approve: Hellmeister, Berryessa, Dolan, Dexter, Bates, Ford, Vest, Westerman. Abstain: Clayton. *The motion is approved.*

96:17 Reappoint Heather Hawkins - Junior Committee

Motion by Berryessa

I move we approve another term for Heather Hawkins on the Junior Committee.

Approve: Unanimous. *The motion is approved.*

96:17 Appoint Susan Harris - Junior Committee

Motion by Berryessa

I move we accept Susan Harris for an adult position on the Junior Committee.

Approve: Unanimous. *The motion is approved.*

96:17 Reappoint Heather Borde - Junior Committee

Motion by Berryessa

I move we reappoint Heather Borde to the Junior Committee.

Approve: Unanimous. *The motion is approved.*

ASCA Data and Document Retention Policy

The corporate records of the Australian Shepherd Club of America (ASCA®) are critically important and valuable assets. Corporate records include essentially all records produced by its Board of Directors, employees, and members, whether paper or electronic.

The law requires ASCA to maintain certain types of corporate records, usually for a specified period of time. Failure to retain those records for those minimum periods could subject ASCA to penalties and fines, cause the loss of rights, obstruct justice, spoil potential evidence in a lawsuit, place ASCA in contempt of court, or seriously disadvantage ASCA in litigation.

ASCA expects all employees to comply fully with any published records retention or destruction policies and schedules, provided the following general exception to any stated destruction schedule: If ASCA records are relevant to litigation, or potential litigation (i.e., a dispute that could result in litigation), then ASCA must preserve those records until ASCA's attorney determines the records are no longer needed. That exception supersedes any previously or subsequently established destruction schedule for those records. Agents of ASCA who believe that exception may apply, or have any questions regarding the possible applicability of that exception must contact the ASCA attorney.

From time to time, ASCA establishes retention or destruction policies or schedules for specific categories of records in order to ensure legal compliance, and, also, to accomplish other objectives, such as preserving intellectual property and cost management. Several categories of records that bear special consideration are identified below. While suggesting minimum retention periods, ASCA should determine the retention of the documents identified below and of documents not included in the identified categories primarily by the application of the general guidelines affecting record retention identified above, as well as any other pertinent factors.

- (a) Registry records. Registry records include, but may not be limited to, data and documents concerning litter applications and registrations, individual applications and registrations, foreign registry applications and registrations, LEP applications and registrations, tracking number applications and registrations, membership applications and information, kennel name applications and registrations. All such documents should be retained for five (5) years after entry into ASCA's database. All data related to described items above will remain on the database indefinitely.
- (b) Board and Board Committee Materials. ASCA will retain meeting minutes in perpetuity in the Company's minute book (or similar document). ASCA will retain a clean copy of all Board and Board Committee materials for no less than three (3) years.
- (c) Employment Records/Personnel Records. State and federal statutes require ASCA to keep certain recruitment, employment, and personnel information. ASCA will also keep personnel files that reflect performance reviews and any complaints brought against ASCA or individual employees under applicable state and federal statutes. ASCA will also keep all final memoranda and correspondence reflecting performance reviews and actions taken by or against personnel in the employee's personnel file. ASCA will retain employment and personnel records for ten (10) years after the employee leaves the employment of ASCA.
- (d) Sanctioned Event Results and Judge Information. All conformation shows, stock dog, obedience, agility and rally trials, and tracking event request for sanctioning and results records are entered into ASCA's database. The Business Office will retain hard copy results for a period not to exceed twenty-four (24) months before destruction. A directory of all event judges is also maintained in ASCA's database. Judges with no activity in three (3) years will be archived from ASCA's database. With verification, judges who are deceased will be removed from ASCA's Database within six (6) months of receipt of notification.
- (e) Affiliate club information. Affiliate club information includes, but is not limited to, request for sanctioning, request for renewal of sanctioning, and current by-laws. Upon approval by the ASCA Board of Directors and entry into ASCA's database, the affiliate club request for sanctioning will be destroyed. The current affiliate club's by-laws are retained by the Business Office for one (1) year. After that period, these by-laws, excluding any modification presented by the Affiliate Club is saved as an electronic version and the hard copy is destroyed. At any point in which a modification is made, the same time-lines apply to the modified version. Upon an affiliate club allowing their renewal application to lapse, the affiliate is afforded a sixty (60) day grace period to renew. After that time-period, all paper documents associated and electronic records are archived.
- (f) Program results. Program results include, but are not limited to, conformation, working trial, obedience, agility, tracking, and rally titles earned by individual dogs competing in ASCA sanctioned events. Once the results are entered in ASCA's database and certificates issued, the Business Office will not retain hard copy information. All records are electronically maintained in perpetuity.
- (g) Correspondence. Correspondence includes, but is not limited to, documents, letters, emails, Aussie Times®, yearbooks, and other documents concerning ASCA's business operation. ASCA will capture all correspondence in an electronic format after one year, except the Aussie Times, and then all hard copies are to be destroyed after two years from the date captured in a electronic format . The ASCA Business Office will retain five (5) copies of the Aussie Times®, with two sets stored in two alternate locations from the Business Office site.
- (h) Tax Records. Tax records include, but not limited to, documents concerning payroll, expenses, proof of deductions, business costs, accounting procedures, and other documents concerning ASCA business. ASCA will keep tax records for at least eight (8) years from the date of filing the applicable tax return(s).
- (i) Legal Files. ASCA will consult legal counsel to determine the retention period of particular documents, but ASCA will maintain legal documents for a period of ten (10) years.
- (j) Marketing Documents. ASCA will keep final copies of marketing documents for the same period it keeps other corporate files; generally, five (5) years.

- (k) Contracts. Final, execution copies of all contracts entered into by ASCA will be retained. ASCA will retain copies of the final contracts for at least ten (10) years beyond the life of the agreement, and longer in the case of publicly filed contracts.
- (l) Electronic mail. ASCA will save e-mails by either:
 - a. Printing a hard copy and keeping it in the appropriate file; or,
 - b. Downloading to a computer file and kept electronically or on disk as a separate file.

The retention period depends upon the subject matter of the email, as covered elsewhere in this policy.

Australian Shepherd Club of America Strategic Plan Implementation

Mission

The Australian Shepherd Club of America is dedicated to maintaining the integrity of its registry and to preserving and promoting the Australian Shepherd as an intelligent working dog with strong herding instinct.

Vision

The Australian Shepherd Club of America will:

Preserve the Australian Shepherd as an intelligent working dog of strong herding and guardian instincts.

Core Values

Altruism - Unselfish dedication to the success of the organization.

Dignity and Respect - Maintaining one's self-worth while honoring the value of all.

Fairness – Equitable, impartial treatment of all.

Honesty – Representing oneself and the organization truthfully.

Honor – Promote an atmosphere of good sportsmanship, volunteerism, and responsibility for the breed and the breed image to the public.

Integrity – Acting in accordance with these Core Values.

Loyalty – Allegiance to the members and the organization, even in the face of adversity.

Pride – publicly sharing accomplishments with innovative programs showcasing the breed and providing expanded opportunities for competition.

Principles – Adhere to the highest standards for operation of all programs.

Reputation - ASCA maintains a well-respected registry database that is both accurate and informative.

Guiding Principles

Is it consistent with our core values?

Is it legal and ethical?

Does it promote the registry?

Is it the right thing for ASCA?

Is it within our policies?

Can we take pride in it?

Strategic Goals

1. Improve Programs

- Enhance communication, education, and outreach to promote ASCA and its mission, vision, and core values.
- Enhance all programs by improving policies and procedures.
- Provide innovative programs showcasing the breed and providing expanded opportunities for competition.
- Meet and exceed our patron and membership needs in providing services.

2. High-Performance Organization

- Maintain strong, flexible management of programs while seeking input from clubs and individual members to improve programs.
- Develop a Governance Structure to strengthen the organization.

3. Communication and Public Awareness

- Promote an atmosphere of good sportsmanship, volunteerism and responsibility for the breed and the breed image to the public.

4. Technology Transformation

- Utilize technical advances through a planned change process to better serve the members, service members, etc.
- Maintain an independent breed Club registry and to lead in the adoption of technological developments to protect the integrity of the registry.

5. Board Strengths

- Improve and strengthen recruitment of highly qualified members to serve on the ASCA Board of Directors.

6. Resource Development

- Analyze and document proactively funding needs.
- Seek broader sources of support to maintain and enhance program services.

OBJECTIVES

1. Improve Programs

- Enhance communication, education, and outreach to promote ASCA and its mission, vision, and core values.

Objectives:

Develop a communication policy for ASCA among Board, Membership and Committees.

Develop a process to offer judge's seminars.

Develop and approve judges program that can train/supervise/monitor judges.

- Enhance all programs by improving policies and procedures.

Objectives:

Design and institute a thorough judge education program.

Evaluate various "outside" educational opportunities to count toward judge's education.

Develop guidelines for continuing education of judges

Update the current judge approval system.

Create uniform ASCA Finals rules.

Review the current conformation point schedule for intact and altered.

Improve safety of obedience group exercises (long sits/downs).

Reinstate ASCA obedience test for judges.

- Provide innovative programs showcasing the breed and providing expanded opportunities for competition.

Objectives:

Improve the quality of the ASCA National Stockdog Trials.

Develop new tracking tests at a level below TD.

Investigate Stockdog Instinct Test.
Develop rules to allow Rally titles to count toward HOF awards.

- Meet and exceed our patron and membership needs in providing services.

Objectives:

Seek input from affiliates on success of classes and any ideas to create more entries for clubs.

2. High-Performance Organization

- Maintain strong, flexible management of programs while seeking input from clubs and individual members to improve programs.

Objectives:

Conduct impromptu sessions with Affiliate Representatives to seek input on how to improve management of ASCA programs.

- Develop a Governance Structure to strengthen the performance of the organization.

Objectives:

Implement and utilize Strategic Plan

3. Communication and Public Awareness

- Promote an atmosphere of good sportsmanship, volunteerism, and responsibility for the breed and the breed image to the public.

Objectives:

Develop ASCA financially supported regional seminars and/or DVD material.
Develop incentive programs beyond basic titles for other breeds.
Develop an “ASCA Member HOF” award.
Investigate a HOFX for Dogs and Bitches.

4. Technology Transformation

- Utilize technical advances through a planned change process to better serve the members, service members, etc.

Objectives:

Institute a web based program to allow Affiliates to upload event results.
Place the judge contact book online for easy access and updating.
Ensure Honor Dog award is tracked correctly.
Allow ASCA members access to pertinent and timely data.
Utilize web technology to automate and streamline business office processes.
Allow online litter and individual registration.
Maintain an independent breed club registry and to lead in the adoption of

technological developments to protect the integrity of the registry.

Objectives:

Upgrade/migrate ADMS application.
Implement data/document retention policy.

5. Board Strengths

- Improve and strengthen recruitment of highly qualified members to serve on the Board of Directors.

Objectives:

Create blog for all candidates to discuss their ideas and beliefs as to why they are the best candidate to be elected.

6. Resource Development

- Analyze and document proactively funding needs.

Objectives:

Develop an actual budget based on current needs and expenditures.
Hire Executive Director.

- Seek broader sources of support to maintain and enhance program services.

Objectives:

Analyze current financial structure to determine areas where income could be increased.

Official ASCA® Judges Code of Ethics

1. ASCA Judges are expected to conduct themselves in accordance with this Code of Ethics set forth by the Australian Shepherd Club of America Board of Directors. Failure to comply with this Code of Ethics subjects a judge to disciplinary action by the ASCA Board of Directors, including the possible revocation of ASCA Judging privileges.
2. ASCA Judges carry a tremendous amount of responsibility. They function as a guiding voice of the Australian Shepherd and should represent the highest ideals in terms of honesty, integrity, impartiality and knowledge of the sport and the breed.
3. The approval to judge ASCA events is a privilege and is not a right or reward. Suspensions in other registries relevant to the task of judging will be a consideration in the approval and maintenance of ASCA judging privileges.
4. All Judges and applicants must agree to abide by the ASCA Judges Code of Ethics.
5. ASCA has the sole right to refuse, suspend or revoke the ASCA judging license of any person in violation of ASCA rules, or for the failure to comply with the provisions set forth in this Code of Ethics. Failure to comply with the Code of Ethics, or any ASCA Program rules, subjects a judge to disciplinary action by the ASCA Board of Directors, including the possible revocation of ASCA Judging privileges. Judges will be notified if such action is being considered, the reason for its consideration, and given the opportunity to reply.

RESPONSIBILITIES:

1. ASCA Judges should have thorough knowledge and understanding of the rules and regulations governing the program venue in which they are judging.
2. ASCA Judges should have the safety and welfare of the stock, dog and handler as the judge's foremost concern in reviewing the trial conditions and in judging a working trial.
3. It is the Judge's responsibility to keep up to date with current changes in the program rules for which they are judging and are also expected to continue their education process throughout their career.
4. Judges are to be professional in carrying out their duties and must not allow personal preferences to interfere with the stated guidelines upon which they judge the handler (exhibitors) or dogs.
5. It is essential that exhibitors have complete faith in the impartiality of their judges. A Judge's actions and decisions should leave no doubt that they were made based solely on the merits of the dogs presented to them on that day.

CONDUCT:

1. The Judge's conduct must always be impartial, dignified, and respectful. The Judge's actions and professional comportment must be above reproach. Judges should avoid conduct and casual remarks that might be misconstrued or misinterpreted such as expressing favoritism or specific criticism of dogs or exhibitors.
2. When attending social functions organized by the event-giving club where exhibitors are present, a Judge is expected to

exercise particular discretion in discussing individual exhibitors, dogs or breeders.

3. When officiating at a show, the Judge shall not:

a) Discuss the merits or faults of the dogs or handlers (exhibitors) with the stewards, attendants, or spectators during the assignment.

b) Hold, have control of, or groom any dog on the show grounds during his assignment that is not wholly owned or co-owned by the judge

c) While officiating, a Judge should not ask individuals:

Who owns the dog

From whom the dog was purchased

What bloodlines the dog is out of

4. A Judge may not judge any dog, which is owned or co-owned, by the Judge.

5. A Judge may not give advice or guidance on how to handle his/her dog to an exhibitor during an event or class the Judge is judging. This does not prevent the Judge from answering appropriate questions, giving course instructions, informing an exhibitor where to go or inform the exhibitor of proper procedures.

6. Any alterations or changes in scores or placements must be initiated by the Judge per the program rules of the venue in which they are judging.

7. Judges shall score a trial/class based solely on the dog and handler's (exhibitor's) performance as a team as described in the ASCA Program Rules and Regulations, and in no case shall judging be based (nor any consideration be given) on the identity or reputation of the handler, owner, the breeder, or the dog's lineage.

8. Judges shall remember that trials are staffed largely or entirely with unpaid volunteers, and shall treat stock handlers, tracklayers, ring stewards, timers, helpers, exhibitors and spectators with due courtesy and consideration.

9. Judges shall be professional in demeanor and arrive appropriately dressed for the judging assignment, with due consideration of anticipated weather, arena and ring conditions.

Special Rules for Conformation and Tracking Judges

1. When officiating at a trial:

a. A Judge shall not judge any dog that is co-owned or bred by the Judge's immediate family.

b. A Judge while judging a tracking event, shall not place himself/herself in positions on the track so as to indicate the correct direction of the track, nor place markers or articles so as to clearly indicate corners.

2. Prior to the completion of a conformation judging assignment, a Judge shall not act as a spectator at the same conformation event at which he is scheduled to judge

3. A Judge shall not personally exhibit a dog in Conformation in the same state as his assignment four (4) days prior to his assignment as a conformation judge.

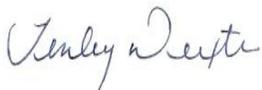
4. A Judge or their family members should never solicit or promote assignments on the judge's behalf.

Definitions:

(a) Solicitation is the repeated contact and/or the use of influence, persuasion or coercion in an effort to obtain a judging assignment.

(b) Promotion is a Judge's or their immediate family member's attempt to sell or popularize the Judge or their judging assignments through verbal or written advertising and/or publicity.

Submitted,



Tenley Dexter
ASCA Secretary