

**2013 ABC BOD MEETING MINUTES**  
**Booneville, Arkansas**

Meeting was called to order by President Ken Windom at 8:05 AM at the Meeting Place in Booneville, AR.

**Motion # 1: Motion by Henderson and seconded by Lisa Pollock to seat Karen Hanson in the East Coast seat vacated by Ray Gorman. Motion modified by Henderson and seconded by Robert Wire to also seat Kent Patterson to fill the Unexpired term of Gil Hopper.** 12 yes, 0 no, Ackerman absent. Motion passed.

**Roll call: Directors present:** Dow, Hanson, Pollock, Patterson, Riedl, Brigham, Ralph, Jagielski, Rankin, Karbiner, Milam, Henderson, Wire, Kerns. Bo Ackerman called the President and submitted his resignation prior to the meeting, thus the Board will consist of 14 members at this meeting.

**Motion # 2:** Motion by Ralph, seconded by Karbiner. **I move to go into executive session.** 14 yes, 0 no, Motion Passed.

Back in Open Session at 8:40 AM.

**Motion #3:** Motion by Milam, seconded by Kerns: **I move to approve the minutes of the 2012 BOD meeting.** 14 yes, 0 no. Motion passed.

Agenda was revised to allow the Third Vice President to address the BOD and return to the show. Futurity discussion to be held in the afternoon when chair has finished showing dogs and next executive session to be held after lunch so Robert Wire can leave to judge the Top Twenty event at the show site.

Brigham relayed regrets from retiring director **Ray Gorman** who thanked all those he had worked with over the years.

**3rd VP Terry Hilliard:** Terry reported on the current progress at the show site in Fort Smith. She reported over 130 people had signed up for the Top Twenty Dinner. She will formalize policy for these events in the future and submit to the BOD for inclusion in the policy book. She discussed having an agility trial in conjunction with the next three Summer Specialties as each of those clubs had agreed to do so. As a result of this trial run, she will withdraw her proposal for adding an extra day to the national specialty. Andrea Jordon Lane is the Summer Specialty Chair. The events will be held by Indian Nations in 2014, Central Maine in 2015, and Northern California in 2016. Terry will see if AKC will consider these events as ABC National Agility Trials.

**Motion # 4:** Motion by Wire, seconded by Milam: **I move to allow the following clubs to host the Summer Specialties: Indian Nations in 2014, Central Maine in 2015, and Northern California in 2016.** 14 yes, 0 no, Motion Passed.

President Ken Windom's Report: President has authorized the Treasurer to sign a check to the **AKC Canine Health Foundation for \$300.**

He wanted someone to be responsible for putting plates on the various Classic trophies at the **Bird Dog Museum.**

Karbiner said that since Richard Pulliam sits on their BOD that he continue to do this. It was decided there was no need to formalize this at this time. He wanted BOB approval to pay for the Cabinet to house the Grouse Woodcock Classic .

**Motion # 5:** Motion by Ralph, seconded by Brigham: **I move to have a cabinet constructed for the Grouse Woodcock trophy with cost to not exceed \$1500 and to be housed at the Brittany Field Trial HOF in Grand Junction, TN.**

14 yes 0 no, Motion passed.

To eliminate problem with tape recorders for BOD meeting a new motion surfaced:

**Motion # 6:** Motion by Wire, seconded by Dow: **I move to purchase digital recorder (s) with cost to not exceed \$500 without prior approval.** 14 yes, 0 no, Motion passed.

President noted a difference in Dog and People Hall of Fame rules for carrying over names for more than one year. BOD wanted to leave as is. A motion was made to clarify for future reference.

**Motion # 7:** Motion by Ralph, seconded by Henderson: **I move to add a line to People HOF rules that persons not elected will not be carried over a second year.** 14 yes, 0 no, Motion passed.

President asked for a discussion of how ballots are retrieved from post office, counted, and if results of vote totals are announced. Policy already directs Ex Secretary to assist the Nominating Committee and chair in preparation and mailing the ballots.

**Motion # 8:** Motion by Ralph, seconded by Wire: **I move to amend the policy book to include the Executive Secretary to assist the nominating committee and the committee chair in picking up ballots or assisting them in whatever capacity needed to complete their duties.** 14 yes, 0 no, Motion passed. No formal motion was made as to announcing exact vote totals, but Nominating Committee Chair and the Executive Secretary were directed by the BOD to only reveal exact totals to the candidates themselves and not to the general membership or the BOD.

The President asked the BOD to establish protocol for determining the order of running of bitches declared to be in season at the original 6 ABC classic/championships. Discussion ensued but no action was taken.

1st VP asked that **Heskett Saddles** be added as a national sponsor in his agenda report. He also requests that the BOD make suggestions as to people who would be willing to serve on the National FT Committee.

National Championship FT Secretary Ralph publicly thanked Glen Lycan of AKC for going the extra mile himself to get temporary numbers to DNA samples so dogs could run. **Motion # 9:** Motion by Henderson, seconded by Jagielski: **I move to amend wording in policy book on DNA to add that either temporary or permanent AKC DNA numbers are acceptable for entry in the National Championships and Specialty Show.** 14 yes, 0 no, Motion passed..

**Motion # 10:** Motion by Ralph, seconded by Dow: **I move to add a statement to page 11 of the Agenda Book concerning National Field Trial Secretaries' Duties that states a field trial must complete all stakes prior to the national championships drawings for dogs to qualify for the current years national events.** 14 yes, 0 no, Motion passed.

President Windom asked for discussion of reasons why people were not coming to the **National Gun Dog Championships** from the whole country truly making this a national event and that the new President appoint a committee to continue looking at these issues. Items mentioned included location, dogs running repeatedly on the Ionia grounds, how pace is set, dogs running in Weim trial weekend before nationals, consideration of what happens if they give up dates at Ionia.

**Ex Secretary report:** Trimble had 7 action items which will be listed following the various motions.

**Motion # 11:** Motion by Brigham, seconded by Rankin, **I move to approve the secretary's action item regarding membership lists on page 18 of the agenda book.** 14 yes, 0 no, Motion passed.

**Motion # 12:** Motion by Ralph, seconded by Brigham: **I move to approve the secretary's action item concerning director candidate questionnaires.** 14 yes, 0 no, Motion passed.

**Motion # 13:** Motion by Wire, seconded by Kerns: **I move that included in the Ex Secretaries section on elections that a questionnaire for officer candidates be prepared for the BOD to review prior to the officer election by the BOD.** 14 yes, 0 no, Motion passed.

**Motion # 14:** Motion by Ralph, seconded by Jagielski: **I move that the remainder of the EX Secretaries' action items be approved.** 14 yes, 0 no, Motion passed. Policy Book changes are as follows:

**#1: Where starter fees are outlined in the policy book, add agility trials to be listed as a separate category with the same status as specialty shows, field trials, and hunt tests to further clarify that in policy. (2013)**

**#2: page 47 of policy book: 5. Membership lists will be updated and posted to an ABC FTP site by the Membership Data Chair for club secretaries to access. Directors and club secretaries may request the regional club membership lists and members at large list for their region from the ABC secretary. ABC officers, the Futurity Secretary the National Field Trial Secretaries, and Magazine Chair may request a complete list of the membership of the ABC or a link to the FTP site for the entire membership list (2013)**

**# 3: page 48 Secretary section: 11. Provide the nominating committee with a candidate questionnaire to be included in the ballot mailings. (2013)**

**# 4: Clarify wording on page 50 of Policy Book, Treasurer's section: 23. The treasurer shall send a donation of \$500 to both NAIA (National Animal Interest Alliance) and the NAIA Trust on a yearly basis on behalf of the ABC. (2013)**

**# 5: Add Al Ady's name and 2003 date to the list of ABC HOF Members in the policy book.**

**# 6: Update contact information for American Brittany Rescue in the policy book.**

**# 7: Ask the newly elected 1st VP and 4th VP and their field trial secretaries to work with the Policy Book Committee to combine the policy book sections of both the National Championship All Age and Gun Dog Championships so that rules, basic policies, trial duties assigned, reporters and financial matters are consistent in both events.**

**# 8: Executive Secretary Section, page 52, #5, Change to: Aid and assist the Committee on Nominations to prepare and mail ballots for the election of Board of Directors to the General Membership. The August 1<sup>st</sup> ABC membership mailing list will be used to determine full members eligible to vote. (2013) (See additional language to be added in Motion # 8 above.)**

**Motion # 15: Motion by Milam, Seconded by Karbiner: I move that each individual full member of the ABC is entitled to a single vote in any election conducted by the ABC. (2013) 14 yes, 0 no, . Motion passed. (Secretary's note as per director's discussion, this would not affect members voting in each regional club that they are a full member.)**

**Treasurers Report: Motion # 16: Motion by Brigham, Seconded by Karbiner: I move to allow the Final Forfeit Futurity Secretary to take care of all futurity receipts and expenses with a monthly reporting requirement to the ABC Treasurer and to open a new checking account at Commerce Bank for the futurity receipts and expenses and close the current checking account located at First Bank in Red Bud, IL. 14 yes, 0 no, Motion passed.**

**Agenda Chair Hank Hartnek Report:** The Board considered two action items presented by the Agenda Chair to not add a full page stating No Report from the various committees and eliminate color from the agenda book when submitted by chairs. The BOD did not feel formal motions were in order and the Agenda Chair could make these changes on his own. Director Patterson indicated he was disappointed that we had not received agenda reports from many of the committees. He would like to see an overview from the Committees of the National Events with any changes, improvements made for this year and financial results from the previous year in order to have a better understanding of these events and their financial implications, etc. Nat. GD FT Secretary Dow said she would speak to the 4<sup>th</sup> Vice President Jeff Currier and ask him to still submit a report to the BOD. The BOD discussed the lack of submission of reports by many committee chairs and would hope to see improvement of this in the future. Mary Jo did say the Agenda Chair does contact the chairs of the various committees to ask for the Agenda Reports.

**Motion # 17: Motion by Brigham, Seconded by Ralph: I move that articles representing the American Brittany Club submitted for publication in outside publications have the articles reviewed by the ABC Magazine proofreading committee. 14 yes, 0 no, Motion passed.**

**National Auction Committee:** Committee Chair Mary Karbiner submitted 3 action items for consideration. **Motion # 18: Motion by Karbiner, seconded by Ralph, I move that the following be added to the policy book: No live animals, stud fees, fresh or frozen semen are to be allowed as donations at any ABC recognized or sponsored fund raising event that fall under the ABC National Auction Committee guidelines for fund raisers. This will include the National All Age Championships, National Gun Dog Championships, National Specialty Show, ABC Summer Specialty Show, Original Six Game Bird Classic/Championships and Futurities. 14 yes, 0 no, Motion passed.**

**Motion # 19: Motion by Karbiner, Seconded by Henderson: I move to change the "sub-chairs" title to "on-site coordinators" in the Auction guidelines. Sentence shall read: There will be an overall chair of the National Auction/Raffle Committee with three on-site coordinators to oversee the raffle fund raising for each of the three separate venues. 14 yes, 0 no, Motion passed. Rationale: This is to create a chain of command, to make decisions that follow the guidelines set forth, and to be responsible for financial reports and monies to the Chair, Treasurer, and BOD.**

**Motion # 20: Motion by Karbiner, Seconded by Ralph. I move to establish guidelines for advertising fund raisers done at any events that are recognized as being run under the auspices of the ABC i.e., National Championships (AA & GD), National Specialty Show, ABC Summer Specialty Show, Original Six Game Bird Classics/Championships and Futurities either through the ABC magazine, Facebook, Flyers or other means of communication. One or both legal advisors should be consulted in writing the guidelines.**

14 yes, 0 no, Motion passed.

**Facebook Report: Committee Chair Robin Tomasi** submitted proposed guidelines for the ABC Facebook Page.

**Motion # 21:** Motion by Henderson, seconded by Rankin. **I move to approve the Facebook Guidelines as presented with the following changes:**

1. **Agenda Book, p. 55, Nat. Event Section, Bullet point # 4:** change wording to: Request trophy and auction donations., etc.
2. **page 55, Summer Specialty Section, Bullet point # 4:** change wording to Request trophy and auction donations, etc.
3. **Page 56, Removing Objectionable Content: Bullet point #2:** Change to The Facebook page is not a place for discussion of ABC policy, ABC Board of Directors Minutes, Motions or other business shall not be included on the Facebook page. Stop there and delete rest of sentence, “unless approved by the President or BOD.”
4. **Page 57, Content Section, Bullet point # 1:** Wording should read “Content on the ABC Facebook page shall include, but not be limited to promotion of the American Brittany Club, Brittany event coverage, recognition of Brittany achievements, and historical information related to the Brittany. Omit “motions to be voted on by the ABC Board of Directors”.
5. **Page 58, Bullet point #4, Change to read:** The ABC President and/or Board of Directors may reject proposed content or order removal of posted content. Requests from the BOD to remove content shall be directed through the ABC President. (Remove last line which reads: The ABC President shall notify the Facebook Committee Chair of any decision he/she makes to reject or remove content.) 14 yes, 0 no. Motion passed.

**Financial Committee, Judy Graves:** Judy outlined the progress and goals of the financial committee and presented their proposals for the next year. They will be reviewing any financial proposal the BOD wishes to adopt. They have developed a general document for the treasurer which outlines where all the accounts are located and general ABC procedures for the treasurer.

**Motion # 22:** Motion by Milam, seconded by Rankin. **I move that we accept all recommendations of the finance committee as presented in the agenda book action items.** 14 yes, 0 no, Motion passed. (Agenda Book pages are pages 63-69.)That policy is as follows:

#### **Duties of the Finance Committee (2013)**

##### **A. COMPOSITION & REPORTING:**

The composition of this committee will be the President & Treasurer (as ex-officio) plus 6 members who are ABC Directors and/or regional lay persons who are members in good standing with a background in financial management and/or extensive experience within the American Brittany Club. Each region shall be represented in the appointments. Once established and operational, the committee members will elect its chair from the 8 sitting members. The chair must have extensive accounting experience. The members will serve on a rotating basis beginning with 5 years, 4 years, etc., as the current Hall of Fame does (with the exception of the office of President and office of the Treasurer who will serve ex-officio). Re-appointments of 5 years may be made at the expiration of any term. The committee shall report directly to the Board of Directors.

##### **B. SPECIFIC DUTIES**

- 1) **Establish an annual budget process as follows:** Each officer & committee chair shall submit to the Treasurer his/her best estimate of revenues and expenses for the following year no later than October 1<sup>st</sup>. The Treasurer shall assemble these requests and forward them to the Finance Committee for review and analysis. This budget will be presented to the Board of Directors at its annual meeting by the Treasurer accompanied by the Finance Committee’s comments & recommendations. Once the budget is adopted, should revisions (amounts exceeding 10% of a line item or \$2,500 whichever is greater) be required, the requesting party shall submit it to the Finance Committee for review and recommendation to the Board of Directors for immediate action. Any revenue neutral request will not require BOD approval unless such request exceeds \$5,000.
- 2) **Ensure the accounting records are maintained in accordance with generally accepted accounting principles (GAAP) and FASB standards (Financial Accounting Standards Board).** As directed by the Board, the

**Committee shall conduct internal and/or external audits of ABC receipts and expenditures. The Committee shall insure adequate internal controls are in place to safeguard ABC assets.**

- 3) Responsible for all financial policies and procedures as outlined in the ABC Policy Book and referenced in the By-laws. This will include any requested increase in fees or revenues for merchandise offered for resale or any other committee action requiring substantial expenditures of ABC assets.**
- 4) Assist the Treasurer in creating an internal policy and procedures manual to be maintained as a reference guide for the office of the Treasurer. Such manual will be a living document to be updated by the Treasurer as circumstances dictate. All updates shall be submitted to the Finance Committee for approval.**
- 5) Insure that all applicable IRS reporting requirements are met in a timely manner. This committee shall also be responsible for maintaining the ABC's group tax exemption.**

### **C. MEETINGS**

**The Committee shall meet via telephone conference call as often as necessary. Votes may be taken either through e-mail or telephone conferencing. A quorum must vote consisting of a majority of the members, one of which can include the Chair. Minutes of these meetings shall be retained by the chair and forwarded to the Executive Secretary on an annual basis.**<sup>63</sup>

**Motion # 23:** Motion by Ralph, Seconded by Kerns: **I move to accept the Finance Committee's recommendation to have a fee schedule page in the Policy Book and remove references to specific financial amounts throughout the Policy Book.** 14 yes, 0 no, Motion Passed. That specific recommendation plus an additional recommendation covered by the motion # 22 is as follows:

The Finance Committee would like to see more emphasis placed on a comprehensive annual operating budget, rather than sporadic references to revenues and expenses in the Policy Book. **Each committee chair and officer should submit his/her budget request for the following year to the Treasurer no later than October 1<sup>st</sup>. The Treasurer will then assemble and send out to the Finance Committee for review and recommendations to the Board of Directors no later than two weeks prior to their annual meeting, thus allowing each board member to review the request prior to the meeting where a formal vote would be taken.**

**Any reference in the Policy Book to a specific \$ amount should be removed and replaced by an appendix summary page detailing all Board approved fees.** ( The Finance Committee suggested that any place in the policy book that reference was made to a specific \$ amt. that it be removed and be replaced by the wording "as approved by the BOD" with those specific amounts to be found on the appendix summary page.)

**Futurity Report, Bobbie Sigmund, Chairman:** Bobbie outlined her proposal to redo the entire policy book section and submitted an email from Marcy Beveridge. Some items had been redone and others had been re-arranged. Second Futurity Forfeit Secretary Judy Graves gave a minority opinion report. As there were a considerable number of objections and questions from Board members to some of the changes the following motion was made:

**Motion #24:** Motion by Ralph, seconded by Milam. **I move to incorporate the changes approved at the 2008 and 2009 BOD meetings that were never added or removed from the Policy Book as voted upon. I further move that the Futurity Committee will work with the Board of Directors to revisit the Futurity modifications to be made in the Policy Book.** 14 yes, 0 no. Motion passed.

**Health Aspects and Genetics Defects Committee Report, Margaret Horstmeyer, Chair:** The Committee requested that ABC BOD give permission to participate in the Canine Health Information Center, also known as CHIC. CHIC is a voluntary centralized canine health database jointly sponsored by the AKC Canine Health Foundation and the Orthopedic Foundation for Animals. **Motion # 25:** Motion by Pollock, seconded by Wire: **I move to send approval of the ABC BOD to OFA that American Brittany Club will participate in the CHIC Program and strongly encourage this in our Breeders Code of Ethics.** 14 yes, 0 no, Motion passed.

**Scholarship Committee, Bob Wire, Chair:** Bob discussed the development of the Scholarship Program designed to encourage getting young people involved in our sport. He also asked Bryce Novotny, a member of the committee and

former Junior Handler, to discuss what this committee proposal meant to him. Bob asked that the policy they had developed be incorporated into the policy book. **Motion # 26:** Motion by Milam, seconded by Ralph: **I move to accept the policy on the Young Sportsmen's Scholarship Program including modifications as noted on #5 page 97 (change to Applicant must be active with a Brittany in the American Brittany Club.) No more than 2 stipends a year will be awarded. Under Funding change wording to say , "This scholarship" is funded by the American Brittany Club and its members . The amount will not exceed \$2,000 annually.** (Scholarship application should also be included in the policy book.) 14 yes, 0 no. Motion passed.

**Magazine Committee Report, Bob Fleury Chairman:** Bob brought up a couple of issues to the Board asking their opinion as to how to deal with particular issues pertaining to the magazine. He noted that ¼ of the magazine is devoted to ABC ads and announcements for which there is no revenue. Bob asked the Board if they wanted to require the Dual Futurity award dogs be run on the cover. Current policy only includes National Winners and the Dual Futurities have been used when no National Dual Award has not been presented. The Board took no formal action and left this decision up to the magazine committee.

BOD went into Executive Session to elect officers and Hall of Fame Recipients. Meeting resumed after Session.

**Motion # 27:** Motion by Milam, Seconded by Karbiner. **I move that the following officers be elected for two year terms: President Bob Rankin, 2<sup>nd</sup> Vice President Bryce Novotny, Treasurer Gerilyn Sennott. I move that John Perry be elected to 4<sup>th</sup> Vice President for a one year term in order to get that position back in line with the By-laws and on the correct 2 year cycle for voting purposes.** 14 yes, 0 no, Motion passed.

**Motion # 28:** Motion by Milam, Seconded by Karbiner: **I move to elect Robert Rankin, Rick Smith , and Louis Thebaud to the ABC People Hall of Fame.** 14 yes, 0 no, Motion passed.

**Motion # 29:** Motion by Milam, Seconded by Karbiner: **I move to elect Just Call Me Roy to the ABC Dog Hall of Fame.** 14 yes, 0 no, Motion passed.

**Membership Committee:** Chairman Diana Kubitz requested the Board award her a budget of \$500 for the Membership Committee. **Motion # 30. Motion by Rankin, seconded by Ralph. I move that the Membership Committee be given \$500 for the year 2014 from the Breed Development Fund. Any sponsors solicited should not be in violation of current ABC sponsor contracts.** 14 yes, 0 no, Motion passed.

**Policy Book Report, Hank Hartnek, Chair:** Hank had presented 3 action items which were reviewed by the Board. These may be found on page 119 of the Agenda Book. #1 has already been voted on earlier in the meeting from the Secretary's action items. No action was considered necessary to be formally acted on items 2 & 3 but they may be done.

**Webmaster Policy:** The information on page 130-131 of the Agenda Book was previously voted on and approved by the BOD but never entered into the Policy Book. Disclaimer policy was developed by ABC Attorney Sharon Wice. Henderson asked that his wife who is an attorney look over this policy before being entered into the policy book. **Motion # 31:** Motion by Karbiner, seconded by Brigham. **I move to accept the items on page 130-131 concerning Website Policy be included in the Policy Book.**.8 yes votes: Patterson, Brigham, Ralph, Jagielski, Rankin, Karbiner, Milam, Kerns ; 5 no votes: Dow, Hanson, Pollock, Riedl, Henderson. 1 not voting as Bob Wire had to leave to judge the Top Twenty Banquet at the Show.

**Motion # 32:** Motion by Jagielski, seconded by Brigham: **I move to verify approval of the results of all email motions taken since the last Board of Directors' meeting.** 13 yes, 0 no, Wire absent. (motions listed on page 133)

Discussion took place regarding Dr. Rankin's purchase of the land across the road from the Blue Mt. Club House and the various options available to him to either donate the land to the ABC or the State of Arkansas and what improvements could be made or not made by the ABC to the property. Water costs run \$20-40 a month. Electricity approximately \$1000 a year. One director suggested waiting to donate the land to the ABC Foundation after it was fully established so that Dr. Rankin would be eligible for a tax deduction.

**Motion # 33:** Motion by Milam, seconded by Jagielski: **I move to approve the by-laws of the ABC Foundation as proposed and to appoint Karen Hanson, Kent Patterson, Jim Brigham, Mary Karbiner and John Henderson (one person from each region) In addition, the ABC President and Treasurer will serve as Ex-Officio members. All directors/members of the ABF shall be appointed by the Board of Directors of the American Brittany Club.** 13 yes, 0 no, Wire Motion Passed.

**Motion # 34:** Motion by Henderson, seconded by Pollock: **I move that the ABC accept the gift of 39.8 Acres of land across from the Blue Mt. Wildlife Area Clubhouse.** 13 yes, 0 no, Wire absent. Motion passed.

Jim Brigham presented his action item that the BOD establish a Code of Ethics and Disciplinary Procedure and establish a committee to work on policy guidelines regarding this matter. **Motion # 35:** Motion by Brigham, seconded by Ralph: **I move that the ABC establish an ad hoc committee to examine and make recommendations regarding a Code of Ethics and Disciplinary Procedure Policy for Officers, Board of Directors, and the membership.** 10 yes votes: Hanson, Pollock, Patterson, Riedl, Brigham, Ralph, Jagielski, Rankin, Karbiner, Henderson. 3 no votes: Dow, Milam and Kerns. Wire absent. Motion Passed.

**New Business: The Quail Classic trophy** has been missing for many years. Steve Ralph found a place that would make a plaque to list winners of the past ABC Quail Classics. **Motion # 36:** Motion by Ralph, seconded by Kerns. **I move to purchase a plaque to be displayed at the Brittany Field Trial Hall of Fame to list Quail Classic Winners for the last fifty (50) years with cost to not exceed \$700.** 13 yes, 0 no, Wire absent.

Proposal by Mary Karbiner. **Motion # 37:** Motion by Brigham, seconded by Kerns: **I move that the ABC approve the acceptance of a rotating trophy donated by Mary Karbiner for the ABC Chicken Classic.** 13 yes, 0 no, Wire absent.

**Motion # 38:** Motion by Pollock, seconded by Dow. **I move to adjourn.** 13 yes, 0 no, Wire absent. Motion passed.

**Respectfully submitted,**

**Mary Jo Trimble**

# ABC Website Policy

**PURPOSE:** The purpose of the website shall be for the education and entertainment of the membership. The website shall provide up-to-date information and historical data provided by official ABC representatives and "The American Brittany" magazine.

**INFORMATION:** The following information is setup, utilized and maintained for the purpose of the website.

**Domain (Server):** <http://clubs.akc.org/brit/>

Hosted by American Kennel Club (URL: [clubs.akc.org](http://clubs.akc.org))

**Domain (Forwarding):** <http://www.TheAmericanBrittanyClub.org>

Hosted by GoDaddy.com (URL: <https://mya.godaddy.com>)

**Email (Forwarding):** [xxx@TheAmericanBrittanyClub.org](mailto:xxx@TheAmericanBrittanyClub.org)

Hosted by GoDaddy.com (URL: <https://mya.godaddy.com>)

**Email (PayPal Filters):** [TheAmericanBrittanyClub@gmail.com](mailto:TheAmericanBrittanyClub@gmail.com)

Hosted by Gmail (URL: [www.gmail.com](http://www.gmail.com))

**PayPal:** [https://www.paypal.com/us/cgi-bin/webscr?cmd=\\_account](https://www.paypal.com/us/cgi-bin/webscr?cmd=_account)

Hosted by PayPal (URL: [www.paypal.com](http://www.paypal.com))

## Duties of the ABC Webmaster

1. The Board of Directors shall have the power to select the person to act as ABC Webmaster of the ABC Website and set any compensation and/or expense reimbursement. The ABC Webmaster shall serve at the pleasure of the Board of Directors for the best interest of The American Brittany Club.
2. The ABC Webmaster shall submit a report of activities and recommendations to the Agenda Chairman in advance of the annual Board Meeting. This must be done far enough in advance so the Agenda Chairman can have the Agenda in the hands of the Directors six (6) weeks prior to the Annual Board Meeting.
3. The ABC Webmaster shall perform the following duties on **January 1<sup>st</sup>** of each year:
  - a. Update Officers, Directors, Committees page (obtain info from ABC President & ABC Secretary).
  - b. Update ABC email forwarding service (obtain info from ABC President & ABC Secretary).
  - c. Update the ABC logo with the new National Champion shield (obtain from AB Magazine).
  - d. Update main page National winner photos (obtain photos that are to be published in AB Magazine).
  - e. Update main page National, Classic & Futurity Winners slideshow (obtain from AB Magazine).
  - f. Update Field Trial Dates Committee on Calendar pages (obtain info from ABC Secretary).
  - g. Update Futurity Nomination Form (obtain from AB Magazine or ABC Futurity Chair).
  - h. Update ABC HOF Nomination Forms (obtain from AB Magazine or ABC Secretary).
  - i. Update ABC Hall of Fame page (obtain from ABC Secretary).
  - j. Update National pages (obtain from National FTS).
4. The ABC Webmaster shall perform the following duties on an **as needed** basis:
  - a. Update the Calendar info after receiving approval forms from ABC Secretary or schedules from Regional Date Coordinators (not from individuals).
  - b. Update Regional Secretary page after receiving notice from ABC Secretary or AB Magazine (send new info to AB Magazine & Secretary if needed).
  - c. Update News items after receiving from ABC Secretary.
  - d. Update ABC & AKC Forms when new forms are received from ABC Secretary or Committee Chair.
  - e. Update History page from published AB Magazine write-ups.
  - f. Update Award (Purina, Tri-Tronics, and Magnum's Masked Man) pages after receiving from Award Coordinators.
  - g. Update National pages (qualified dogs, premium, judges bio, ...) as needed (obtain from National Secretary or Chair).
  - h. Maintain ABC PayPal information as needed.
  - i. Only post information (other than what is outlined above) on website "after" it has been published in the AB magazine.



## **The American Brittany Club Website**

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**The American Brittany Club**  
Application for Young Sportsman Scholarship Program

1. Name: \_\_\_\_\_
2. Home Address: \_\_\_\_\_  
\_\_\_\_\_
3. Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_
5. High School or Institute you currently attend: \_\_\_\_\_
6. Anticipated Date of Graduation: \_\_\_\_\_
7. Have you ever been on probation, suspended or dismissed from school? \_\_\_\_\_  
If yes, explain (on a separate sheet).
8. Have you ever been suspended or investigated by the American Kennel Club? \_\_\_\_\_  
If yes, explain (on a separate sheet).
9. Clubs you belong to besides the ABC : \_\_\_\_\_  
\_\_\_\_\_
10. Significant accomplishments in the sport of dogs: \_\_\_\_\_
11. Other accomplishments, academic, extracurricular, community or other: \_\_\_\_\_  
\_\_\_\_\_
12. To which Post-Secondary Institution have you been accepted/applied? \_\_\_\_\_  
\_\_\_\_\_
13. How long have you been actively involved in the ABC? \_\_\_\_\_  
\_\_\_\_\_
14. In essay form answer the following questions.
  - a) Looking ahead to your future, write a one page essay on how you expect your experience and involvement with your Brittany and American Brittany Clubs has impacted and may impact your life?
  - b) Tell us how involved you have been, personally, in the care and training of your Brittany, and how those responsibilities will help you in other areas of your life including your continuing education.

15. Other than your sponsors, name any ABC members with whom you have interacted.

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16. Have two (2) current AMERICAN BRITTANY CLUB members not in the same household or one (1) AMERICAN BRITTANY CLUB and two (2) additional letters from any of the following, a teacher, advisor or person of religious affirmation. Members in good standing write brief recommendations on your behalf (on a separate sheet).

Submit your completed application to (COMMITTEE CHAIR) no later than August 1st.

I certify that I have truthfully and accurately answered the above questions to the best of my knowledge and belief, and that any false or concealed information will be grounds for rejection of my application or subsequent termination of my scholarship. Furthermore, I hereby authorize the scholarship committee of the American Brittany Club to communicate with the Financial Aid office at the university necessary in regards my application. If additional information or documentation is requested of me, I shall be pleased to furnish it. All scholarship funds will be paid directly to the school attending.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Do we have your permission to put your name and the dog's name on our website?**  Yes  No

**Do we have your permission to put your name and the dog's name on our Facebook?**  Yes  No

I certify that I have truthfully and accurately answered the above questions to the best of my knowledge and belief, and that I understand any false information will be grounds for rejection of my application or subsequent termination of my scholarship; furthermore, I hereby authorize the Scholarship Committee of the ABC to communicate with the financial aid officer or guidance counselor if necessary in regard to my application. If additional information or documentation is required of me, I shall be pleased to furnish it.

**Scholarship funds will be paid directly to the Institution of Higher Education.**

**Junior Signature:** \_\_\_\_\_

**Parent(s) / Guardian Signature (if under 18 years of age):**

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Parent's/Guardian Signature (required for participation)

**We would like to confirm this information with your parent/guardian. Please provide a phone number and the name of your parent so we may obtain permission to contact you and post on the website.**

Parent/guardian Name \_\_\_\_\_ Telephone \_\_\_\_\_

**Thank you for participating in the ABC Young Sportsman Scholarship**

**Mail completed form and additional documentation to:  
COMMITTEE CHAIR, ADDRESS....**

## American Brittany Club Young Sportsman Stipend

As a junior member of the ABC, you may be eligible for stipends to support your active participation in AKC events.

**Fill out the following information and submit it with the required documentation to apply.**

Name:	Date of birth		
Mailing address:	Telephone:		
City	State	Zip	<b>Required Documentation:</b> School Transcripts
E-mail Address			

<input type="checkbox"/> \$250 stipend event:	Date: _____
Dog you will compete with:	

Registered names of dog(s) you compete with & the venues in which you participate. Also list what titles and/or points have you personally put on the dog(s) you have listed? (on a separate sheet)

Essay (1-2 pages): write a brief essay including a description of your experiences and interests in pure bred dogs, also include what you perceive as your future role in the fancy

Do we have your permission to put your name and the dog's name on our website? Yes No

Do we have your permission to put your name and the dog's name on our Facebook? Yes No

*I certify that I have truthfully and accurately answered the above questions to the best of my knowledge and belief, and that I understand any false information will be grounds for rejection of my application or subsequent termination of my stipend; furthermore, If additional information or documentation is required of me, I shall be pleased to furnish it.*

Junior Signature: \_\_\_\_\_

Parent(s) / Guardian Signature (if under 18 years of age): \_\_\_\_\_

**Parent's/Guardian Signature** required for participation.

We would like to confirm this information with your parent/guardian. Please provide a phone number and the name of your parent so we may obtain permission to contact you and post stats on the website. *All information other than AKC junior stats will remain strictly confidential.*