

Tibetan Terrier Club of America Committees

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8/15/11

General Motions:

1/5/2020: Approved that TTCA make a payment of \$500.00 to AKC as an installment of our pledge of \$2,500 to the AKC Museum of The Dog.

1/5/2020 Approved that Krista Johnson be named to fulfill the remaining one year of Flossie's term.

10/24/2019: Approved the rewording of the TTCA Committees so as to match the language of the AKC.

1st VP List of Committees

AKC National Specialty Championship Audit

AKC Rankings & Titles Reports Awards

Club Sales

Constitutional Review

Health & Genetics

Historian/Archivist

International Coordinator

Companion and Performance Events

Procedural Manual

Rescue

TTCA Invitational Evening of Champions

Public Education, (Meet the Breeds, (Breed Ambassadors)

2nd VP List of Committees

AKC Gazette

Breed Education

Breeder Referral

BreederShowcase/Futurity

Electronic Media / Facebook Page

Journal

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Judges' Education
Membership
National Specialty
Newsletter
Nominating
Publications

8/4/2019: Motion approved that for Club Year ending 29 February 2020 Attachment 1: Vice President Committee Assignment List, be adopted

Attachment 1

Vice President Committee Assignment List

1 AKC Gazette 2nd VP

2 AKC Invitational 1st VP (Public Education: Meet the Breeds, Ambassadors).

3 Audit 1st VP

4 Awards & Statistics 1st VP

5 Breed Education

6 Breeder Referral 2nd VP

7 Breeder Showcase/Futurity 2nd VP

8 Club pin X

9 Club Sales 1st VP

10 Constitutional Review 1st VP

11 Electronic Media 2nd VP

12 Health & Genetics 1st VP

13 Historian/Archivist 1st VP

14 International Coordinator 1st VP

15 Journal 2nd VP

16 Judges Education 2nd VP

17 Membership 2nd VP

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18 National Show 2nd VP

19 Newsletter 2nd VP

20 Nominating 2nd VP

21 Performance 1st VP

22 Procedural Manual 1st VP

23 Publications 2nd VP

24 Rescue 1st VP

25 TTCA Invitational 1st VP

5/26/2019 Approved that all ranked Juniors participating with a TT in Junior Competition be recognized with a certificate and a useful item.

10/20/2019: Approved the following. The Board of Directors of the Tibetan Terrier Club of America, Inc. hereby designates the Bank of America as a depository of the Tibetan Terrier Club of America, Inc. and that deposit accounts and / or time deposits (CDs) be open and maintained in the name of the Tibetan Terrier Club of American, Inc with the Bank in accordance with the terms of the Banks Deposit Agreement and Deposit Agreements and Disclosures and the applicable rules and regulations for such accounts; that any one of the following officers or members of the Tibetan Terrier Club of America, Inc.,

Karen Tromblee President Elect

Florence Barczewski 1st Vice President

James Lenchner Treasurer Elect

Gale Mattison Treasurer

is here by authorized, on behalf of the Tibetan Terrier Club of America and in its name to execute and to sign any application required by Bank to open, maintain, transact in any manner or close said accounts. The Tibetan Terrier Club of America agreed to and adopts all terms and condition in this corporate resolution regarding opening and maintaining deposit accounts and services in the Bank of America.

Further, the Board of Directors authorizes its Treasurer, Gale A Mattison, to prepare, sign and submit all necessary forms and documents that may be required to implement this resolution.

10/13/2019: The Board of Directors of the Tibetan Terrier Club of America, Inc authorizes and directs its Treasurer, Gale A Mattison, to remove the previous Treasurer, Amy Soderman, from all

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Tibetan Terrier Club Inc of America Credit Card accounts with the Bank of America. Mr. Mattison shall become the primary card holder and administrator of these accounts. He is further authorized to increase or decrease the number of Credit Cards, change card holders and/or account limits as Officer, Director and Member roles change within the Tibetan Terrier Club of America, Inc.

6/24/2019: Approved the establishment of a Financial Review Committee to study the budget, and recommend any changes to the Board. The committee not to extend in duration any longer than one year from the approval date. This committee to be chaired by Amy with Sharon, Janet and Flossie as members.

4/7/2019: Approve moving website to Wordpress format

12/01/2018: the Treasurer of the Tibetan Terrier Club of America will pledge \$2500 to the AKC for the AKC Museum of the Dog. Payment Terms are:

\$2500 pledge over five years with payments quarterly with \$100 payment up front. Tibetan Terrier Club of America Board of Directors will obtain funds from a fund raising effort. Funds will not be taken from restricted Performance, or reserved Operations, or restricted National Specialty accounts.

5/18/2015: Janet Slothower and Gale Mattison will devise a common format for all committee heads to use.

6/6/90 Move that Quarterly reports be made by all Committees. Committees from the first half of the alphabet should submit reports to the 1st V. Pres. and Committees from the second half should submit their reports to the 2nd V Pres.

6/6/90 Move that the individuals receiving checks on behalf of the TTCA should forward them to the Treasurer with tally sheets within 2 weeks.

3/3/88

Move that, the board required Committee Chairmen, Club Officers and Directors to state financial transactions and to propose the next year's budget as part of their annual report. (The Treasurer will require reasonable expenditures)

Make sure all finances are dealt with and bills and checks sent to the Treasurer by the end of the club year, February 28 (29)

A. AKC BREED BOOK ADVISORY COMMITTEE

B. AKC GAZETTE COLUMNIST

Motions:

8/12/13 - The Board approves that links to the AKC Gazette TT articles written by Andrea Reiman be published in the TTCA Newsletter, the Facebook page and the web site to facilitate

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availability and access to the membership and the public.

Policy and Procedure

1. A breed column is not a breed club newsletter
2. Beginning January 2000, the reporting of specialty results in a breed column will be limited to a brief section of less than 200 word appearing no more than four months after the event.
3. You're invited to provide national breed club membership information

Job Description

1. Deadlines must be adhered to
2. Columns should run no longer than 650 words
3. Give the article a title
4. Get to the "heart of the matter"
5. Rewriting is the key
6. Don't try to "do it all" on a big topic in one column – focus
7. Give complete information – be as clear as possible – back up the facts

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8. Consider who your readers are and their varied interests
9. Share your knowledge, share knowledge of others through guest columns
10. Consider what is special about your breed
11. Encourage submission of breed column photos

C. AUDIT COMMITTEE

Motions:

6/3/98 Moved that our Audit Committee verify the audit practices and that we are following the IRS Guidelines.

Policy and Procedure

Job Description

D. AWARDS COMMITTEE

Motions:

4/26/2017: moved that the TTCA modify our awards procedures to include the new TTCA Versatile Companion Dog title at both a beginning and advanced level.

Procedure and Policy

4/26/2016: The TTCA Versatile Companion Dog award will be made retroactive. The award will be dated as the year it is applied for even though the individual events may have been completed and individual titles awarded in earlier years. The TTCA Versatile Companion Dog award will be a TTCA title, not an AKC title.

5-16-2005-Awards/Statistics: Separate Awards and Statistics- Jackie Faust suggested that the Awards and Statistics be returned to two separate committees. Stacey LaForge made the motion, Margy Pankiewicz seconded. Motion passed 10- 1

2004- Proposed that we combine the awards and the statistics into one committee. Passed by consensus vote. Motion to increase the budget for awards/statistics combined committee to \$250 and to approve up to \$100 for the purchase of required programs and publications. Any funds needed above that amount will require Board approval. Motion passed 5 for, 3 opposed, 1 abstain.

1997-It was decided to have a list for everyone with the name of the individual owners and dogs receiving awards. Stats: Motion made to revise the versatility awards to include ROM AKC champion and 1 of the 3 performance titles (obedience, agility, tracking). (Note from Stacey: this was later expanded to include Rally).

5/9/97 Moved to revise the Versatility Award to include ROM, AKC Champion, and 1 of 3 Performance Titles (Obedience, Agility, Tracking).

5/23/95 Board Consensus: TTCA will pay for one subscription to AKC Awards for Statistician,

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to send copies to Awards Chairperson

5/14/94 Moved that the Awards Committee be combined with the Statistics Committee into one committee, with the Statistician taking responsibility for the awards and the statistics.

4/21/93 Moved that we redesign our award certificate for 1993 to eliminate using officers'

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signatures, and that we use the corporate seal as a way to validate the certificate.

4/21/93 Moved that we budget postage and the certificates that are not picked up at the specialty be mailed out, including all past years' certificates.

4/21/93 Moved that the awards chairperson keep a list of the awards that are made out.

6/5/91 Moved that we donate the glass vase made of Mount St. Helens Glass for the OTCH award.

3/3/88 Moved that the club establish an Obedience Achievement Award for the owner of dogs achieving 10 obedience titles.

3/3/88 Move that the club establish a Versatility Title for any Tibetan Terrier having a championship or obedience title and a ROM award. (8/26/88 changed to include all three, championship, obedience and ROM.)

3/3/88 Moved that the club establish a certificate for Obedience Title Champion (OTCH).

Procedure and Policy:

HISTORICAL BACKGROUND

ROM STUD DOGS, BROOD BITC-HES, BREEDERS

In 1977, the TTCA passed rules regarding ROM awards (See Attachment #1). These rules indicate that a Top 20 ROM listing was to be printed, but was never adhered to. Instead, all ROMs were listed, not just the Top 20. And there was no information on whether the ROMs were still actively breeding. This issue remains unclear. In 1992 Yearbook, when I began as editor, Lorraine Simon recalculated the ROM rankings from her records. There were some considerable differences from the previous calculation in the 1991 Yearbook. Then in the 1993 Yearbook, the TTCA board voted to eliminate the ranking of ROMs, and began printing them in alphabetical order without numbers. I have kept a database of ROM Stud Dogs and Brood Bitches, and have kept the numbers without publishing them (Attachment #2). Because of multiple breeders on dogs, however, I haven't been able to computerize the records for ROM Breeders. I have begun to work on splitting the Breeders into separate fields in the database, so that this record can be computerized.

Championship and Obedience Awards - Any Club Member whose dog completed its Championship, CD, CDX, UD or UDT and has notified the Awards Chairman of the AKC Gazette in which the Championship or Obedience Title is confirmed will receive an achievement award.

Breeder Register-of Merit Award - Presented to a Club Member who has bred a total of ten or more Tibetan Terrier Champions. The Member shall receive an award the year the tenth Champion is confirmed in the AKC Gazette. To qualify to receive this award the breeder must submit to the Awards Chairman a list of the Champions he has bred along with the month and

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year of the AKC Gazette said Championships were confirmed. Once a breeder is listed on the yearly Register of Merit system, they must submit to the Awards Chairman by (date) of each year any additional Champions they have bred.

Stud Register of Merit Award - Presented to a Club Member whose Tibetan Terrier stud has sired five or more Champions* The member will receive an award when the fifth Champion is confirmed in the AKC Gazette. The stud need not be living to qualify for a ROM award. To qualify to receive this award the owner of the stud must submit to the Awards Chairman the name of the stud dog along with a list of his Champion offspring and the month and year of the AKC Gazette said offspring's Championships were confirmed.

Dam Register of Merit Award - Presented to a Club Member whose Tibetan Terrier dam has produced three or more champions. The member will receive an award the year the third champion is confirmed in the AKC Gazette. The dam need not be living to qualify for a ROM award. To qualify to receive this award the owner of the dam must submit to the Awards Chairman the name of the dam along with a list of her champion offspring and the month and year of the AKC Gazette said offspring's Championships were confirmed.

Top Twenty Register of Merit Stud and Dam Listing - There will be a Top Twenty ROM listing whereby each year the Top Twenty ROM Studs and the Top Twenty ROM Dams will be listed. To qualify to be listed on the Top Twenty ROM list, the owner of the stud or dam must submit to the Awards Chairman the name of the stud or dam along with a list of their champion offspring and the month and year of the AKC Gazette said offspring's championships were confirmed. Once listed, the Awards Committee will update the stud and dam standings yearly.

Junior Showmanship Award

Presented to the Junior Handler showing a Tibetan Terrier who accumulated the most points for the calendar year: 40 points for each first; 30 points for each second; 20 points for each third; and 10 points for each fourth. This Junior need not be a child of a Club Member; but if not, then the child of a Club member who receives the most points by this system will also receive an award as top TTCA Jr. Handler. An award will be presented to each child of a Club Member who qualifies for the Westminster Kennel Club by winning at least eight firsts showing a Tibetan Terrier.

Obedience Achievement Award

Presented to a Club Member who has trained one or more Tibetan Terriers for a total of at least three Obedience Degrees.

Group Placement Award - Separate awards for the dog and bitch owned by Club Members receiving the most Group Placements for the year.

Best in Show Award - One award presented to the dog or bitch owned by a Club Member winning the most Best in Shows for the year.

Awards are tabulated on a yearly basis from the issues of the American Kennel Club Gazette. To qualify for an award the respective information must have been published in a Gazette of the year for which the Award is received. The Awards Chairman must be notified by (date) of each

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year in order to insure that the awards are reported in the Register of Merit and Achievement Awards for that year.

Job Description:

I receive a list of new Tibetan Terrier Titleholders from the AKC monthly. This information can also be tabulated from the AKC Awards publication, but there is more information in the Titleholder lists, including dog's color and the sire and dam's AKC number. I currently use a DOS based software program that was given to me by Dennis Hallworth. It is programmed to calculate the number of champion offspring of each sire with 5 or more champions and each dam with 3 or more champions (Attachment #2). Each year, I put a notice in the TTCA Newsletter to ask breeders who have bred 10 or more Champions to apply for the ROM Breeder Award. In cooperation with the Awards Chairman, the notice also asks TTCA members who wish to receive annual award certificates for group placements to request them.

The Awards Committee is very closely associated with the Statistics Committee. These two positions should work together well.

E. BREEDER REFERRAL COMMITTEE

Motions:

4/29/2018: moved that the fourth requirement on the Breeder Referral list be changed to read: OFA hip clearances of Sire and Dam done after the age of two or a PennHIP clearance examined after the age of one. The words “and with a 60th percentile DI of 0.45 or better” which had followed will be removed. Janet will contact Sandy White to change the wording on the website

8/12/13 - DNA tests for NCL and PLL be required for members of Breeder Referral.

8/12/13 - The parents of all litters bred by members of the Breeder Referral List shall be DNA tested for NCL and PLL or “cleared by parentage” by OFA and their results listed on OFA's website. No dogs will be bred together that can produce puppies that are “affected” /”genotypically affected” for NCL or “affected/high risk” for PLL.

11/24/10- The board approved by consensus a request by Karen Sponable to revise the Breeder Referral Statement and the application on the web site. Karen noted that the revision did not change BR rules or policy; but simplified the application removing redundancies and negative connotations. Diane Wagner is the new Breeder Referral Chair. Diane was elected by the Board at a teleconference meeting on (-12-2010. The revised Statement and application follows:

THE TIBETAN TERRIER CLUB OF AMERICA BREEDER REFERRAL GUIDELINE AGREEMENT

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The TTCA maintains a Breeder Referral List to assist the general public in finding a healthy Tibetan Terrier from a responsible member breeder. Being a listed breeder is a privilege, not a right, and participation constitutes your acceptance of, and agreement to be bound by, the rules established by the Breeder Referral Committee and the

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Tibetan Terrier Club of America Board of directors. Breeder applicants are required to be a member of the TTCA for a minimum of two years and in good standing prior and during their participation in the Breeder Referral List. In addition to adhering to the "Tibetan Terrier Club of America, Inc. Guidelines for Responsible Breeders," each breeder referred through TTCA Breeder Referral agrees to the following:

1. Breeder will provide a written sales contract containing a statement as to the health of the puppy. The health of the puppy shall be guaranteed for a minimum of 72 hours and made with the understanding that the purchaser's veterinarian shall check the puppy within 72 hours and if the puppy is unfit for sale, the puppy may be returned for replacement or full refund. Additionally, the written contract should specify how the breeder would honor a refund or replacement that may be necessary due to unforeseen circumstances.
2. **No dog or bitch will be bred before the age of two.** Breeder will provide copies of hip and current eye examinations of sire and dam, to puppy buyers prior to purchase. In the event that current eye and hip examinations are listed on the CERF, OFA or PennHIP listings, providing a copy of these lists will be sufficient. It shall not be a requirement to have CERF, OFA and PennHIP forms, but breeder must provide proof in writing that hips were x-rayed and evaluated after the age of 2 years (12 months for PennHIP) and eyes have been examined within the last 12 months.
3. Breeder will provide a written recommendation as to feeding, general care, housebreaking, training, medical care, and grooming.
4. Breeder will be willing to take back a dog at any time in its life. However, if a dog falls into the hands of TTCA RESCUE and breeder is unable to physically take the dog back, breeder may offer support in other ways, i.e., financial or assistance in placement of dog. Breeder understands that failure to assist TTCA RESCUE in placements of his/her breeding shall result in removal for TTCA Breeder Referral List for a period of 12 months.
5. No puppy will be placed in a new home prior to 8 weeks of age.
6. Health records showing dates and types of immunizations and worming shall be provided to all new buyers.
7. Registration papers for the puppy will be supplied to the new owner at the time of the sale, unless otherwise agreed to in writing. Contingencies in sales contract may include but not be limited to proof of spay or neutering and will be signed by the seller and the buyer. Also, a written minimum pedigree of at least 3 generations for the puppy sold will be provided either prior to or at the time of sale.
8. Courteous assistance should be given to potential puppy buyers when these inquiries are received through TTCA Breeder Referral. You are representing TTCA and quality Tibetan Terriers. Educating the serious purchaser will ensure that puppies are placed into homes that will endure.

My signature below affirms my agreement to abide by the above conditions. In addition, by my signature below, I affirm that I am disclosing all information regarding the health clearances for the sires and dams of all litters I have bred or co-bred that were whelped between January 1, 2010 and December 31, 2010.

Please check one: I was not the breeder or co-breeder of any litters whelped 1/1/10 through 12/31/10.

I was the breeder/co-breeder of litter(s) whelped 1/1/10 thru 12/31/10 and the requested information on this (these) litter(s) is enclosed.

If you had or have a litter with a sire and/or dam that did not meet the health clearance requirements above (i.e., special circumstances) the age requirements (no dog or bitch will be bred before the age of two) or a breeder utilized a foreign sire and/or dam with foreign health registry clearances, then you may submit a letter to the Breeder Referral Committee requesting an exemption for that particular breeding. Foreign health clearances must still meet or exceed the requirements applied by that particular breeding. Foreign health clearances must still meet or exceed the requirements applied by CERF, OFA or PennHip. The Breeder Referral Committee will have the flexibility to allow you to remain on the Breeder Referral List if they feel the exception is warranted. If the breeder does not agree with the decision of the Breeder Referral Committee, they may request their exception be presented to, and reviewed by, the TTCA Board of Directors. If you are not able to provide the information on the health clearances of the sire/dam and would like to have the Breeder Referral Committee consider an exception due to extenuating

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circumstances, please enclose a letter explaining why health clearances could not be completed prior to the estimated date of breeding.

Signature(s) _____ Date: _____

Breeder name (Please print) _____

Kennel Name _____

Address _____

City, State, Zip code _____

Phone _____

E-Mail _____ Website _____

Contact the Breeder Referral Coordinator, Diane Wagner, 5300 Palm Way, Lake Worth FL 33463 (e-Mail: breederreferral@ttca-online.org or Coatee@aol.com with any changes to your listing during this year. You may also wish to contact Diane and let her know when you actually have puppies available.

Applications will be accepted starting 1/1/2011. Deadline for inclusion in the 3/1/2011 Breeder Referral listing is 2/1/2011. Applications received after 2/1/11 will be processed and included as soon as possible thereafter.

To be added or to remain on the TTCA Breeder Referral Directory: By mail or e-mail send this completed form, using additional sheets if necessary for additional litters, and your check payable to the TTCA in the amount of \$35 should be mailed to Committee Chair Diane Wagner, 5300 Palm Way, Lake Worth FL 33463.

LITTER: Date Whelped:

Sire: AKC Registered name & number:

Sire Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Sire Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

Dam: AKC Registered name & number:

Dam Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Dam Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

LITTER: Date Whelped:

Sire: AKC Registered name & number:

Sire Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Sire Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

Dam: AKC Registered name & number:

Dam Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Dam Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

LITTER: Date Whelped:

Sire: AKC Registered name & number:

Sire Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Sire Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

Dam: AKC Registered name & number:

Dam Hip clearance: OFA/PennHIP number: (or attach copy of other clearances done after the age of 24 months, or PennHIP after 12 months of age and prior to the date of breeding)

Dam Eye clearance: CERF Registry number: (clearance within 12 months prior to the date of breeding)

If you had additional litters, please attach additional pages as necessary.

TTCA maintains a breeder referral system which not only is of help to breeders looking to place puppies but, more importantly, to help folks looking for puppies to find reliable and responsible breeders who are members of the

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parent club. In order to assure potential buyers that the breeders who have chosen to be listed (advertise) on the TTCA Breeder Referral List are in compliance with the Breeder Referral health guidelines, we will now be asking those breeders on the list to provide, on an annual basis, verification of their compliance with the minimum basic health criteria of hip and eye clearances on the sires and dams of their litters.

Any TTCA member who wishes to remain on or be added to the TTCA Breeder Referral List, will be required to be a TTCA member in good standing for the preceding 2 (two) years and will need to submit the following on an annual basis beginning with litters born after September 1, 2005:

A signed and dated copy or electronically generated copy of the Breeder Referral Guidelines

1. The annual fee for being on the Breeder Referral List (\$35.00)
2. A list of all litters of which they are listed as breeder OR co-breeder which were whelped in the previous calendar year including:
 1. Date of each litter whelped including
 2. Registered name of Sire and Dam
 3. AKC registration numbers of Sire and Dam
 4. OFA hip clearances of Sire and Dam done after the age of two, or a PennHIP clearance examined after the age of one, and with a 60th percentile DI (distraction index) of 0.45 or better
 5. CERF clearances of the Sire and Dam within the previous 12 months submitted to the CERF registry.

If a breeder had or has a litter with a sire and/or dam that did not meet the health clearance requirements above (i.e., special circumstances) or a breeder utilized a foreign sire and/or dam with foreign health registry clearances, then the breeder may submit a letter to the Breeder Referral Committee requesting an exemption for that particular breeding. Foreign health clearances must still meet or exceed the requirements applied by CERF, OFA or PennHIP. The Breeder Referral Committee will have the flexibility to allow a breeder to remain on the Breeder Referral List if they feel the exception is warranted. If the breeder does not agree with the decision of the Breeder Referral Committee, they may request their exception be presented to, and reviewed by, the TTCA Board of Directors.

2010 – Annual Board Meeting May, 2010

- The Board reviewed a report by Ron which summarized the results of a survey that Ron had sent to members of the breeder referral program assessing their opinions regarding whether or not genetic testing should be included in the breeder referral guidelines. No immediate actions will be taken regarding incorporating genetic testing into the requirements for Breeder Referral. This is a matter which will require the Health Committee's input.
- Ron Wiley requested information regarding how to incorporate the use of frozen semen into the Breeder Referral guidelines. The Board agreed that this matter should be assessed by the Health Committee before reviewing it further.
- Ron Wiley requested that the TTCA places advertising on puppy sites to advertise the club and breeder referral. The Board agreed to postpone a decision on this matter until a later time.

Motion – Breeder Referral Logo: A motion was made by Jean Allen to permit Ron Wiley, Breeder Referral Chair, to develop an electronic logo which will be distributed to club members who elect to participate in the TTCA Breeder Referral program for posting on their personal websites. The motion was seconded by Jackie Kaar and was unanimously approved by the Board. Ron Wiley will present a draft of the logo to the Board for approval.

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- Ron Wiley requested that the breeder referral fee be raised by \$5.00 from \$35.00 to \$40.00. The Board unanimously decided not to raise the cost of the annual breeder referral charge

2009 Annual Board Meeting May , 2009

Changes to the Breeder Referral Criteria made with a motion by Kate Stanuch and Seconded by Jean A.: Reporting of CERF exam results to the CERF registry on a voluntary basis for all litters born in 2010 with submission being made mandatory for litters born in 2011. Changes will be made to the Breeder Referral Agreement stating that dogs must have had OFA and CERF exams submitted and passed rather than the current statement that they must have hip exams and eyes exams eligible for OFA or CERF certification. The Board votes unanimously to approve this motion.

A motion made by Jean Allen and Seconded by Kate Stanuch was made that Penn Hip be permitted as an acceptable hip evaluation for Breeder Referral. Penn Hip results would be accepted for breeder referral on dogs 12 months or older. No degenerative joint disease can be noted and a distraction of index of .45, (the sixtieth percentile currently) or as recommended by Penn Hip. The Board votes on the motion: Nine members vote in favor and one abstains.

A Board discussion realizing the fact that the numbers will change as more Breeders use Penn Hip as a tool for evaluation of hips. According to Penn Hip for our breed .45 is the sixtieth percentile. The point .45 can change as more dogs are submitted. It is important that our Breeders to understand that this number will change with more dogs submitted and dogs in the sixtieth percentile will be accepted. For Penn Hip there is no registry online available, do we want these results submitted to CHIC? Penn Hip has stated they will have an open data base within the next year. It is decided it is not necessary as Breeders must give copies of the clearances to Breeder referral and to the puppy buyers.

The age criteria would remain as it has been that no dog or bitch will bred before the age of two.

A separate motion is made by Gale Mattison and seconded by Kate Stanuch : No dog will be accepted by Breeder Referral with a diagnosis of degenerative joint disease observed on evaluation by Penn Hip. The Board votes on the motion and it is unanimously accepted.

A motion to accept the rewrite of the twenty two point Referral Guidelines is made by Kate Stanuch and seconded by Jean Allen. The Board votes to approve this motion unanimously.

A motion is made by Ron Pankiewicz and seconded by Kate Stanuch that electronic submissions of clearances are made as an alternative to the United States mail. The Board votes to unanimously approve this motion.

The motion is amended to state that the FAQ document will be cleaned up in order to make document in order with new changes to Breeder Referral. . All members would need to be members for two years instead of three this includes the foreign membership, to be eligible for Breeder Referral. The Board votes to approve this motion unanimously.

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2007 Annual Board Meeting May 28, 2007 –Linda Immel noted that we should look at increasing the fee to be listed on Breeder Referral. Sue Mechem made a motion to increase the fee to \$35.00. Jackie Faust seconded. Motion passed unanimous.

2005 Board Meeting May 19, 2005 –

1. Discussed kickbacks and referring to litters from unchecked stock. Breeders consigning litters to breeders in other areas for sale. Stacey LaForge moved that #16 of the TTCA Guidelines for responsible breeders be amended to read “acknowledges he is responsible for any dog he has bred or sold for its entire lifetime, and makes written arrangements for its return to him at any time the purchaser no longer wishes to keep it.” Seconded by Margy Pankiewicz. 10 in favor, 1 opposed, Dave Van Pelt, motion carried.
2. Discussed the number of years required as a member to be on the Breeder Referral list, it is currently 3, general consensus is to keep at 3 years.
3. Policy for annual renewal/verification of compliance. MOTION: Linda Immel made a motion that the Breeder Referral Committee will require that in order for a TTCA member to be added to the BR list or to remain on the BR list for the following TTCA fiscal year, the member will submit on an annual basis:
 1. A signed and dated copy of the Breeder Referral guidelines.
 2. The annual fee for the BR listing, and in order to verify compliance with the health clearances:
 3. A list of all litters whelped in the preceding calendar year which they bred or co-bred, with the names, AKC# and name, OFA hip#, current CERF clearance for the sires/dams and the date on which the litter was whelped. This shall be effective for all litters whelped after 9/1/05. If a breeder had a litter with a foreign registry sire/dam, or a sire/dam that did not BR health guidelines, the breeder may submit a letter to the BR committee explaining the extenuating circumstances and the BR committee shall have the flexibility to allow a breeder to remain on the BR list if they feel the exception is warranted. Motion was seconded by Sue Mechem, passed unanimously. Linda Immel and Sue Mechem will serve on the Breeder Referral committee with Diane Revak as chair.

May 19, 2005 New Business:

Breeder Referral: Diane Revak wishes to remain as chair. The budget is \$50, expenses were \$20. MOTION: Margy Pankiewicz moved to accept, seconded by Victoria White. In favor: 10, opposed 1, Dave Van Pelt, motion carried.

Membership on Breeder Referral list. Stuart will follow up with Sue Mechem and Stacey on tightening up requirements for breeder referral. Anette Ohman, Rescue coordinator has suggested permanent identification required on all puppies sold through breeder referral, for future identification if needed through rescue. Was decided by general consensus that it would be unenforceable by TTCA.

2003 – Annual Board Meeting, April 18, 2003

MOTION: Linda Immel made a motion that the breeder’s referral list designate those individuals that are on the list for information purposes only, and that these individuals still pay

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the \$25 designated fee. Alice Smith seconded it. The motion passed unanimously. Susan directed Stacey to inform Diane of these changes.

2002—Annual Board Meeting May 14, 2002

Breeder Referral – Sue Carr said that she thought most people were satisfied with the rule, except that there was discussion about pricing and longevity before people were on the list. Margy Pankiewicz raised a question about the rule regarding the signing of the contract, where it says the contract will be signed by all breeders of the puppy. Margy referred to page 2, item 7 which said that contingencies in sales contracts may include but not be limited to proof of spaying or neutering and will be signed by owners and co-owners of litters. Linda Bell agreed with Margy’s point, saying that she didn’t want to be responsible for a buyer she didn’t interview. Margy responded, saying it should say it would be signed by the seller and buyer. Sue Carr asked if everyone was in agreement with this change and it was agreed by consensus.

Sue Carr read a section of the breeder referral statement: Buyers are encouraged to be educated consumers. The respective buyers are cautioned that the TTCA in providing this list is not endorsing any particular breeder and takes no responsibility for actions on this list. Buyers are encouraged to be educated consumers. Pat Nelson said she would be pleased if that statement were moved to the very top of the message. Sue Carr agreed, asked if the rest of the board was in agreement with this change, and it was agreed by consensus.

There was discussion on the price for participation on the list. Alice Smith moved that we increase the price to be included on the breeder referral list of \$25. Carol Van Pet seconded the motion, and it was approved unanimously.

Sue Carr suggested that the wording from page 24 of the Procedural Manual which covers removal from the Breeder Referral list be modified so that after a second offense the member in question would be permanently removed from the list. Linda Bell suggested that this information should be mailed out with applications to all potential breeders considering being on the list, as well as those renewing. Alice Smith suggested including the information on the Breeder Referral page of the TTCA’s website. Sue Carr made the following motion, seconded by Margy Pankiewicz: “I move that the “Removal From Breeder Referral List” guidelines, as currently listed on page 24 of the Procedural Manual, be revised to read:

Removal From Breeder Referral List:

1. The TTCA hereby requires member breeders to be responsible according to the “Guidelines for Breeders Referred Through TTCA Breeder Referral.”
2. The TTCA hereby requires member breeders to be responsible to assume possess and subsequent placement and/or financial responsibility for any dog of the breeding whose owner disposes of or indicates a desire of disposal of said dog.
3. Any TTCA Breeder who does not adhere to (1) shall be removed from the TTCA’s official breeder referral list for a period of not less than one year.
4. Determination of a breeder’s failure to adhere to (1) shall be the responsibility of the Breeder Referral Coordinator. Determination of a breeder’s failure to adhere to (2)

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- shall be the responsibility of the Chairman of the Rescue Committee. He/she/they, after determining a breeder's failure to adhere to (1) and the lack of extenuating circumstances to warrant failure, shall prepare a written report outlining the facts regarding said occurrence. This report shall be forwarded to the TTCA to the TTCA Secretary, who shall forward said report in ballot form to each member of the Board for ballot action regarding removal from the breeder referral list. A majority vote is required for removal.
5. Reinstatement – Any breeder who is a member of the TTCA and has been removed once, and no more than once, from the Breeder Referral list may apply for reinstatement to said list after a period of one year from the date of removal. The application shall be in writing and shall be directed to each member of the board via the TTCA Secretary. The Secretary shall prepare the application in ballot form and submit it to all Board Members for consideration. A majority vote is required for reinstatement. Any breeder who has been removed from the list more than once is not eligible for reinstatement.

This procedure regarding the removal from and reinstatement to the Breeder Referral list shall be provided, by mail, with both new applications to the list and re-applications to the list.” The motion was approved unanimously.

2001 – Annual Board Meeting March 20, 2001

Moved by Sue Carr and seconded by Linda Bell to abolish TTEC. Motion carried with a single dissenting vote by Sue Mechem. Moved by Linda Bell, seconded by Al Bumpus to notify and publish all outstanding TTEC certificates and to publish current list once the outstanding certificates have been issued.

2000 – Annual Board Meeting April 19, 2000

Moved by Sue Carr and seconded by Mark Bair to change the Breeder Referral Committee to Breed Information. Motion carried.

Moved by Alice Smith and seconded by Sue Mechem to use the three people (Joan Trimpey, Eve Ross and Diane Revak) on last year's Breed Information Committee to develop procedures and material to send out to people seeking information. Until such time (no later than July 1) as the Committee does so, Diane Revak will continue to supply information as currently done under the (former) Breeder Referral Program. Motion carried.

5/5/99 Annual Board Meeting

Consensus The current procedures of breeder referral are to stay in effect until revisions are accepted by the board.

Moved: The committee previously known as the Breeder Referral is now to be known as Breed Information.

Moved to form a Committee to evaluate and present to the Board workable materials of providing breed information both electronically and print by 9/1/99

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Moved that the TTCA provide materials both printed and electronically that provides buyers with breed information and a list of TTCA members and breeders willing to provide information about Tibetan Terriers. The intent of the TTCA in this effort is to provide breed information for the protection and preservation of TT's and not marketing puppies.

6/3/98 Annual Board Meeting

Moved to accept the Breeder Referral guidelines as prepared by the committee.

Moved that the guidelines for the referral coordinator be accepted.

1995-96 Mail Ballot: Moved that the Breeder Referral Coordinator receive an advance of \$100 at the beginning of the club year, the Treasurer will reimburse the Breeder Referral Coordinator for receipts sent to them by bringing the balance back to the \$100.

5/23/95 Annual Board Meeting Moved, raise the price of the mailing of Booklet to perspective buyers from \$2 to \$3.

Moved we appoint a breeder referral coordinator to assume the duties of responding to breed inquiries and breeder referral.

1994-95 Mail Ballot: Removal From Breeder Referral List:

1. The TTCA hereby requires member breeders to be responsible to assume possession and subsequent placement and/or financial responsibility for any dog of their breeding whose owner disposes of or indicates a desire of disposal of said dog or any dog of any TTCA breeder who is in TTCA rescue or a rescue situation.
2. Any TTCA Breeder who does not adhere to (1) shall be removed from the TTCA's official breeder referral list for a period of not less than one year
3. Determination of a breeders failure to adhere to (1) shall be the responsibility of the Chairman of the TTCA Rescue Committee. He/She after determining a breeders failure to adhere to (1) and the lack of extenuating circumstances to warrant failure; shall prepare a written report outlining the facts regarding said occurrence. This report shall be forwarded to the TTCA to the TTCA secretary, who shall forward said report in ballot form to each member of the Board or ballot action regarding removal from the breeder referral list. A majority vote is required for removal.
4. Reinstatement – Any breeder who is a member of the TTCA and has been removed from the breeder referral list, may apply for reinstatement to said list after a period of one year from the date of removal. The application should be in writing and directed to each member of the board via the club secretary. The secretary shall prepare the application in ballot form and submit to all board members for consideration. A majority is required for reinstatement.

6/16/92 Annual Board Meeting

Move that the Secretary provide individuals who inquire about a breeder referral be provided with a copy of the breeder's list and the names from the litter box in the Newsletter.

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Policy and Procedure:

5/18/2015: A logo has been created for Breeder Referral list members to use.

GUIDELINES FOR TTCA BREEDER REFERRAL COORDINATOR

1. BRC reports annually in writing to the Board. In the interim, BRC will report quarterly to the President, with copies of that report being supplied to the board.
2. BRC will assist callers by providing general breed information and information about general health issues, TTCA and the AKC (if appropriate). The BRC shall also suggest appropriate questions to determine if TTs are an appropriate breed for-their life. (Materials to be supplied by TTCA Board of Directors) BRC will refer calls regarding health issues or breeder complaints to the appropriate resources, i.e. TTCA President, Secretary, Health Committee Chair, AKC, or better business bureau. All responses shall be limited to breeder referral, general breed information, club materials, etc.
3. A written listing will be maintained by BRC which shall contain the names of breeders on the TTCA Breeder Referral list for the calendar year, listed alphabetically by state. (Kennel names, e-mails and faxes may also be included.) The BRC shall solicit breeders annually through the Newsletter. A form will be prepared and upon completion, the breeders name will be added to the list. An annual fee of \$10.00 shall be paid to TTCA to cover, the cost of advertising and mailing of information. When mailing a breeder list to prospective buyers, a complete listing of breeders on the TTCA Breeder Referral list in the United States shall be supplied. When providing names by phone, a list of ALL listed breeders in the region of the caller shall be supplied. (Regions shall be the same as that of Rescue.) Should the caller request names from surrounding states, BRC will give all names. There shall also be a statement at the end of the breeder referral list in which TTCA takes no responsibility for the -actions of breeders on the list and encourages buyers to be educated consumers. (To be composed and supplied by Board of Directors.)
4. BRC shall keep a log of inquiries, both written and verbal. BRC will follow up with a response card to prospective buyers to ensure that they have received the information. This card will be two-part will have a spot to "rate" the services they received and can be returned to TTCA.
5. BRC should inform callers that the breeder guidelines apply only to those breeders who have signed the breeder referral agreement. Should they call another breeder referred by a third party, they must realize that these guidelines may not apply.
6. BRC will follow-up all phone calls with a mailing packet. This packet may include, but is not limited to: Breeder list, Breeder List Guidelines, Code of Ethics, How to Choose a Breeder and ,a form letter with disclaimer-.
7. It would be helpful if the BRC had a fax, e-mail and computer in order to facilitate better communication. All postage costs, within budget, will be paid by TTCA. BRC should keep

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long distance phone calls to a minimum. A statement should be placed in all advertising sources that long distance calls will only be returned "collect". Also, it could be stressed on

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the web sites that BRC prefers e-mail correspondence.

8. BRC shall have the option to restrict the times for incoming inquiries and a suggestion would be to place a notice on the TTCA web site and in the publication advertisements to that effect. For example: "Inquiries accepted by phone Monday through Saturday, 9:00 a.m. to 9:00 p.m. Ideally, the BRC will have a computer with e-mail, which would facilitate inquiries from the Internet.

F. BREEDERS EDUCATION COMMITTEE

Motions:

4/19/00 Moved to appoint an Education Coordinator to work with the chairmen of the three committees (Breeder Education, Member Education, Judges' Education).

6/3/98 Board consensus to leave the Measurement Clinic, as non certifiable and non recordable and part of the Breeder Education at this time.

Policy and Procedure

Develop activities at the National Specialty and Regional Specialties that would allow for discussion between established breeders and those newcomers to our breed to help facilitate their understanding and increase their knowledge of the Tibetan Terrier, i.e. breeder's forums, breeders roundtable, etc.

Job Description

1. To encourage breeders to become more familiar with the Standard and how it is applied to evaluation of dogs through preparing or providing articles for TTCA publications and/or by preparing materials available to breeders upon request.
2. To maintain and develop further materials for the Breeders' Manual, updating information as necessary.
3. To offer a Breeders' Forum or Presentation at each annual National Specialty.
4. To offer other events of value to breeders in conjunction with both National and Regional Specialties, such as eye-testing clinics, measurement clinics, AKC DNA clinics or other programs in which breeders may voluntarily participate to assist in furthering the objectives of the Health Committee. Such programs should be planned in close cooperation with the Chairman of the TTCA Health Committee
5. To encourage participation of breeders in the work of this Committee, to ensure an ongoing pool of experienced volunteers.

G. ELECTRONIC MEDIA COMMITTEE

Motions:

4/26/2016: Moved that the TTCA website include two walls of National Specialty Winners and Grand Futurity Winners on the public section with a historical record going back to the beginning of the club." Note: Claire agreed to undertake obtaining

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permission from various photographers to post photographs. The wall will not go up until all information and photos are complete.

8/12/13 - Photographs of dogs are to be limited to dogs, not actively competing in conformation, obedience, or agility, nor being used for breeding with the exception of “news” photographs of

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TTCA events.(For example, photographs of dogs receiving awards at a Specialty show may be published as part of report on that Specialty Show). Additionally, photographs of Westminster and AKC Eukanuba winners will also be permitted to be published as part of a report on those two shows.

5/5/99 Moved that the TTCA provide materials both printed and electronically that provides buyers with breed information and a list of TTCA members and breeders willing to provide information about Tibetan Terriers. The intent of the TTCA in this effort is to provide breed information for the protection and preservation of TT's and not marketing puppies.

Policies and Procedures:

1. The TTCA web site is dedicated to being a resource for members and non-members alike. All material should be written with an eye towards both audiences.
2. All information on the web site should be truthful and accurate, to the best of our ability and knowledge.
3. Photographs of dogs are to be limited to dogs not actively competing in conformation, obedience, or agility, nor being used in for breeding, with the exception of "news" photographs of TTCA events. (For example, photographs of dogs receiving awards in a specialty show may be published as part of a report on that specialty show.)
4. Photographs containing recognizable humans will be limited to "news" photographs of a TTCA event.
5. Photographs and original artwork submitted for display on the website must comply with the following guidelines:
 - a. The name and address of the photographer must be provided.
 - b. The photographer must authorize the electronic publication of the photograph, stating that it is understood that there shall be no monetary recompense for the display of that photograph on the TTCA web site.
 - c. Any recognizable persons in the photograph must give permission to display this photograph on the TTCA web site.
6. There shall be no advertising on the TTCA web site. The site will not promote any individual dog, breeder, kennel, or "line" of Tibetan Terriers.
7. Any information published on the TTCA web site that is covered by copyright, must be accompanied by a written authorization by the copyright holder, giving the TTCA permission to publish said information their web site.

Job Description:

Responsibilities of the Webmaster:

1. Maintain the website by keeping the content current and uploading new material as provided. This includes having the Content Editor review the material as necessary.
2. Make sure the site functions properly and fix any glitches in a timely way.
3. Make revisions when requested the TTCA board, President, Content Editor and Committees responsible for certain sections such as Health, Rescue, Breeder Referral, Breeder Education and National Specialty.
4. Create appropriate visuals to accompany text as necessary.

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5. Create additional pages when requested by the Board.

Responsibilities of the Technical Advisor:

1. Maintain the hosting of the web site and make sure the bill is paid.
2. Solve and technical problems that come up.
3. Maintain the sections of the web site that use databases: Breeder Referral, Membership Directory, Longevity, Rescue, Newsletter, and member area access control.
4. Create new special features as requested.

Responsibilities of the Content Editor

1. Review and suggest web content revisions and additions.
2. Assist committee chairs with composition of their website content.
3. Liaison to the Board in implementing policy and procedures.
4. Coordinate content with the newsletter.

H. FINANCE COMMITTEE

Motions:

8/13-14/77 A Finance Committee be formed consisting of the President, treasurer and one other Board, member. To make financial decisions when there is not enough time to consult the entire board.' (In 1989 amended to - President, Secretary and Treasurer.)

I. FURTURITY COMMITTEE

Motions:

5/26/2019: that a silent auction will be held and that the Alice Murphy Grand Futurity Trophy will be awarded to the highest bidder. The eligible bidders to be former winners of said trophies. The proceeds will belong to the Futurity Committee.

5/26/2019: Approved that the Alice Murphy bonus award be expanded to include the eligible sire and/or dam of the Best Puppy, Best Junior and Best adult, from which the Grand Futurity winner will be chosen. Each owner and breeder of an eligible dog would receive \$25. The Grand Futurity winner would still receive \$50. Sires and dams may qualify in more than one category. The maximum cost to TTCA will be \$200.

5/18/2015: moved that the Alice Murphy Memorial Trophy be retired in 2016 and presented to the breeder of the winning dog

5/18/2015: Moved that beginning in 2017 the breeder and owner, of Futurity winner will each receive an Alice Murphy memento. TTCA member breeders and owners

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will each be given a like memento.

5-17-10 Board meeting Boxborough MA-Ken Edmonds requested that the Recording Secretary ensure that the notice for the Nomination of Futurity Judges for The National Specialty be placed in the August Newsletter.

3-24-08 Board Meeting Syracuse NY-Nomination of Futurity Judge must be made by Dec 1. Futurity Chair should make the necessary reminder on the TTCA Web Site.

5-28-07 Board meeting Owensboro KY. Jackie Faust made a motion, seconded by Linda Immel to rescind the previous motion naming the Breeder Showcase such that it goes by the previous name "Futurity". Passed unanimously.

4/19/00 Moved that effective 2001 all Breeder Showcase litter nominations must include the CERF or TTEC certification and OFA or OFA Preliminary certifications for the parents. The certificates must indicate the CERF exams were performed prior to the first breeding date but not more than 1 (one) year prior to this breeding.

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4/19/00 Moved that dogs entered in the Futurity (Breeder Showcase) who are over the age of 2 1/2 years must have an OFA number and a CERF or TTEC certificate within 12 months of the time of entry for the show.

4/19/00 Moved to change the name of the Futurity to Breeders Showcase.

5/5/99 Moved that the 60% futurity fee going to the board project be divided between best puppy, best junior dog and best adult for a period of one year.

5/5/99 Moved that the TTCA Futurity rules as presented to the Board in April of 1999 be accepted with two changes, that in the adult dogs/bitches, the 24 to 36 month be changed to 24-48, and the 36 mo. and over be changed to 48 mo. and over. In addition change the litter nomination fee division from 25% administration 75% donation towards project to 40% administration 60% donation towards project.

8/25/99 Membership Ballot Passed: Membership does not wish to have an age limit placed on dogs shown in Futurity.

8/25/97 Moved to Change the date the 18 month limit takes effect to the year 2000.

5/9/97 Moved that we put a limit of 18 months on dogs shown in Futurity effective at the 1999 Specialty.

6/12/96 Moved that we rollover the amount in Futurity each year rather than put it back in the general fund.

6/12/96 Moved that 25% of the futurity nomination fee goes to the Grand Futurity Winner starting with the 1997 Futurity; of the 25% of the futurity nomination fee, 50% goes to the Grand Futurity Winner, 25% goes to the Puppy Futurity Winner, and 25 % goes to the Adult Futurity Winner.

6/5/91

Board voted to donate the \$600.00 in Futurity to Rescue and for the next 3 years we commit 75% of the Futurity proceeds to Rescue.

Policy and Procedure:

After the Futurity judge has been nominated in the appropriate manner, the nominations are to be mailed to the Secretary, so they can be added to the Annual Ballot for club Officers, Directors, AKC Delegate and Judges.

FUTURITY RULES

- I. The Futurity is an annual sponsored by the TTCA to encourage the breeding of those Tibetan Terriers that best exemplify the Standard of the Breed. It is to honor the breeder of those

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dogs as they point the way to the future of the breed. The owner is also to be recognized for their contribution to the development of inherited possibilities.

II. General

- A. Correct and timely nominations of both the litter and the individual dog are required for Eligibility.
- B. Nomination forms may be secured from the Futurity Chair or Secretary
- C. The Futurity will be held in conjunction with the National Specialty. An eligible dog may only compete once in the futurity.
- D. All undistributed awards are the property of TTCA.
- E. All dogs must be handled by breeder, owner or a member of their immediate household.

III. Nomination of Litter

- A. Must be by a breeder or co-breeder who is a member in good standing of TTCA within 90 days of whelping. Postmark on the envelope transmitting nomination establishes the date of nomination. A SASE must be enclosed with the form. An acknowledgement will be returned within 30 days of the application postmark. If this acknowledgement is not received within 30 days of application, you have 14 days to file an appeal. This appeal must contain all information and dates pertaining to nomination of the litter and be sent via Certified Mail Return Receipt Requested to the National Show Chair, with copy to the SASE must be included with an appeal.
- B. Fee is \$25.00.

IV Futurity Entry

- A. The dog must be entered and compete in one of the Regular Classes or Non-Regular classes. The Futurity Entry must be indicated as an additional class. The Futurity entry fee is \$20.00.

V Class Division

All Futurities will be divided by sex and judges in the following classes:

Puppy Dogs 6-9 months, 9-12 months, 12-15 months.

Puppy Bitches 6-9 months, 9-12 months, 12-15 months.

The Winning puppy in each class will compete for Best Futurity Puppy.

Junior Dogs 15-18 months, 18-24 months.

Junior Bitches 15-18 months, 18-24 months.

The winning Junior in each class will compete for Best Futurity Junior.

Adult dogs 24-48 months, 48 months and over.

Adult bitches 24-48 months, 48 months and over.

The Best Futurity Puppy, Best Futurity Junior and Best Futurity Adult will compete for Grand Futurity Winner.

VI Division of Monies

- A. Litter nominations fees are divided as follows:
 - 40% Grand Futurity Winner
 - 60% Divided among Best Adult, Best Junior and Best Puppy. The individual prizes will be divided 50% to the breeder and 50% to the owner.
- B. Entry Fees, less 30% retained expenses. The remainder will be divided as follows:

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- 5% Grand Futurity Winner
- 5% Best Futurity Adult
- 5% Best Futurity Junior
- 5% Best Futurity Puppy
- 5% Rosettes and Ribbons
- 75% Placements in the 14 classes
 - 40% to First Placements
 - 30% to Second Placements
 - 20% to Third Placements
 - 10% to Fourth Placements

The individual prizes will be divided 50% to the breeder and 50% to the owner.

VII Trophies and Ribbons

- A. The TTCA will display the Alice Murphy Memorial Trophy to honor the Breeder of the Grand Futurity Winner. The trophy will remain in the possession of the TTCA. A commemorative will be provided to the breeder of the Grand Futurity Winner.
- B. A rosette will be provided for the Best Futurity Puppy, Best Futurity Junior, Best Futurity Adult and Grand Futurity Winner.
- C. Other trophies and rosettes may be awarded at the discretion of the National Show Committee.

VIII Judges

Judges must be a member in good standing of the Tibetan Terrier club of America. They are to be nominated by the membership of the TTCA and elected by written ballot of the membership of the TTCA. The candidate who is second in the balloting shall be designated alternate Judge should the first be unable to judge.

- A. Anyone who has accepted an assignment to judge the Futurity in the past 3 years is ineligible to be nominated.
- B. Futurity judges are personally responsible for all expenses incurred in such an assignment.
- C. A judge must be nominated by three TTCA members on the Futurity Judge Nomination Form.
- D. Each nominee must sign a statement that if elected, neither she/he nor any person residing in the same household will exhibit or act as agent or handler in the Futurity or in Regular or Non-Regular Classes or the show; and dogs owned wholly or in part by the nominee or any member of the nominee's household shall be ineligible to be entered in the Futurity or in the Regular or Non-Regular Classes.

(Approved by the Board May 1999)

Job Description:

1. Receive Futurity nominations, number both copies. File one and send the other to the breeder in the stamped self addressed envelope. Send nomination fee to the club treasurer.
2. See that occasional entry forms and Futurity information appear in the newsletter.
3. Keep track of the Alice Murphy Memorial Trophy.

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4. Update the rules, fees and regulations as time goes on.
5. Take care of the records.

J. HEALTH AND GENITICS COMMITTEE

Mission Statement:

The TTCA Health Committee strives to help Tibetan Terriers lead longer, healthier lives by advancing Tibetan Terrier health interests, providing support to owners, educating the breed fancy, and promoting open communication about health issues.

Motions:

5/17/11 Motion was made to change the name of the Health Committee to the Health and Genetics Committee. The motion was unanimously approved by the Board.

5/17/11 Motion was made to move the TTCA Open Health Registry to the public portion of the TTCA website. The motion was unanimously approved by the Board.

5/17/10 Motion – Statement Regarding Genetic Testing: “The TTCA Board of Directors and the Health Committee recommend that all breeding stock have a known genetic status for PLL & NCL prior to being bred. Genetic status can be ascertained through testing offered at the University of Missouri or OFA, or as a consequence of knowing both parents have tested genetically clear.” The motion was unanimously approved by the Board.

5/25/09 Motion made to accept the Longevity Program by Jackie Kaar and seconded by Karen Sponable. The Board votes on the motion and it is unanimously accepted.

6/01/07 Motion to transfer the DNA Trust Funds, minus the \$750.00 Belgium Funds to the TT Foundation. Motion Passed One opposed.

2/19/07 Motion that we approve Brenda Browns request to cap the amount of DAF funds at \$1000.00 before seeking the approval of the TTCA board. Motion passed unanimous

7/24/06 Motion made that the TTCA not accept any further donations earmarked specifically for the DNA Trust, as the TTCA Board of Directors was advised that the donation requested and approved for the Trust would be sufficient for the drafting of a Trust Agreement by a trust attorney, review of the Trust agreements by a bioethicist, and filing fees for incorporation as a non-profit, and related expenses. It was further moved that anyone seeking to donate to the DNA Trust to be advised to donate it directly to the Trust after it has been established, thus putting the money into the hands of the governing body of the Trust, as well as making it possible for the donor to list the donation as a tax deduction. Since part of the Trust will be to pay for the costs of drafting of a Trust Agreement by a trust attorney, review of the Trust Agreement by a bioethicist and filing fees for incorporation as a non-profit and related expenses these expenses will need to be paid from the Trust prior to ratification and may be paid upon presentation of bills or receipts. The balance of the funds which have already been designated for the DNA Trust [\$10,00 from the TTCA, \$750.00 from the Belgian Tibetan Terrier Club] will continue to

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be held by the TTCA until the Trust agreement has been ratified per Motion 06 of December 2, 1002 regarding TTCA funding for setting up the trust.” Approved (Immel, LaForge, Harrison, Smith, Bumpus, Mehcem, Pankiewicz, Van Pelt) Opposed (Nagao) Abstained (MacMinn).

7/24/06 Motion made that the TTCA Board authorize \$10,000 for continued funding of the Tibetan Terrier DNA Bank & Registry and for the development of a Trust to oversee the management of the DNA Bank and the use of the DNA. Funding for the DNA Bank shall include the costs for Blood Collection, shipments, DNA extraction, DNA storage, administration of the DNA Bank and other related expenses. Funding for the Trust shall include review and/or drafting of a Trust Agreement by a trust attorney, review of the Trust Agreement by a bioethicist, and filing fees for incorporation as a nonprofit and related expenses. These funds shall be held by the TTCA for exclusive use for the DNA Bank and the Trust, with separate and discrete accounting and shall be released as needed for expenses incurred for the DNA Bank and the Trust. Development of the Trust shall be the responsibility of the Health Committee Co-Chairmen, Administration of the funds shall be the responsibility of the Health Committee Co-Chairmen and the President of the TTCA, until such time as a formal Trust has been ratified; thereafter, administration of the funds shall be the responsibility of the Trust. For: Bair, Bell, Bumpus, Carr, Kries, Pankiewicz, Van Pelt. Against : Clooney, Smith Abstain: Nelson Not Received: Mechem

5/14/02 Motion: Discussion regarding the Health Committee. Sue Mechem made a motion that the Health Survey for 2002 would be sent separately from the newsletter. Alice Smith seconded the motion, which was approved unanimously.

4/19/00 Moved that the TTCA make a \$25.00 donation in the name of any deceased member to the Canine Health Foundation, for the benefit of the Tibetan Terriers. The family will be notified with a sympathy card from the Corresponding Secretary. Note: this motion was changed by the 3/17/06 Treasurers Procedures which call for a \$50.00 donation to be made instead of \$25.

4/19/00 Moved to allot \$500 to the Health Committee. (*Note: This refers to the Committee Budget.*)

4/19/00 Moved that the TTCA pay \$20 annual membership fee for a subscription to the TIIS (the international health registry currently maintained by Margareta Sundquist in Sweden).

May 1999 Motion had been made and approved at the Annual Board Meeting to accept the Voluntary Health Registry subject to specified changes. Those changes have been made.

5/14/94 Moved that current year hip and eye results as collected by the Health Records Committee Chairman be listed in the Journal.

1. Policy and Procedure:

- Be objective in all information presented. Respect the confidentiality of some of the information that you may be presented with. Always encourage an openness about health problems. Encourage people to take a non-condemning attitude about health problems, realizing that EVERY breeder is liable to encounter occasional health problems in their

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breeding program and that the goal is to reduce the incidence of these problems.

- Maintain high standards of non-judgment, openness and objectivity in reporting facts and high level of integrity with information you are entrusted with

Job Description:

Chairman

- Serves on the TTHWF Board
- Send AKC CHF your name and address as new Chairman.
- Send CERF your name and address as new Chairman
- Send OFA your name and address as new Chairman
- Send PennHip your name and address as new Chairman
- Send the Treasurer the bills for both CERF and OFA when they come
- Publish once a year the CERF TT statistics for all eye problems
- Write articles for the newsletter
- Periodic reminder in the newsletter to encourage breeders to OFA and CERF, brucellosis, etc
- Get updates of the TIIS list and make available to membership through the Journal.
- Field calls regarding health issues.
- Send out information on specific health problems to membership on request.
- Collect articles on Tibetan Terriers in Veterinary literature and send out articles of relevance to those who inquire about specific health problems
- Set up a Health Table at each National Specialty Show and include current research.
- Send out health survey approximately every five years and report results to membership
- Take a leadership role in all health matters by attending board meetings which deal with any health related topics
- Act as an advocate for the TTCA with other Breed clubs in regard to health matters. Also act as an advocate/contact with CHF, OFA, CERF, PennHip, Morris Animal Foundation, University researchers and other organizations which are active in health matters of purebred dogs.
- Review health related articles for newsletter
- Attends AKC CHF Parent Club health conference, or chooses arranges for an agent to attend.

The following is a list of current Health Committee involvements which may or may not be continued by the committee:

1. Tibetan Terrier DNA Bank and Repository
2. Longevity Listing Pilot Program
3. Promote research specific to TT's Provide updates as to the status of ongoing research.
4. Dissemination of Information via TTCA website including health news page and health links.
5. When available, publish the statistics from OFA /CHIC /CERF in the newsletter and Journal.
 - This may be assigned to a committee member to receive and forward stats to the newsletter, and Journal editor. In this instance, OFA/CERF should be sent the name and contact information for the committee member in charge of statistics.

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- Forward OFA/CHIC stats to the newsletter editor and Journal. (See 5-28-07 Board minutes where is stated that the Journal will continue to publish OFA & CERF information and Health Registries.)
 - Call CERF for an update of the registry. (Recently, these have not been available.) When available, publish the statistics from CERF twice annually in the newsletter and forward to Journal editor. When available, publish once a year the CERF TT statistics for all eye problems
6. VOHR (see below) and Voluntary Open List for CCL or NCL

2. Canine Health Foundation Liaison

The Liaison is appointed to the AKC Canine Health Foundation by their Parent Club. The Liaison is expected to keep the AKC Canine Health Foundation informed on issues pertaining to the health of the breed. The Liaison will receive progress reports on the research being completed and will communicate with the club and with the AKC Canine Health Foundation on both breed-related and general matters pertaining to canine health. The Liaison will also monitor contributions to, disbursements from, and interest accrued to the fund; the Liaison will provide an annual report to the Parent Club board on the status of the fund.

In order to keep breed clubs and other sponsoring organizations informed about the work they are sponsoring, the AKC CHF shares with the Liaison the privileged information provided to AKC CHF by the investigator of the study or studies they are sponsoring. Investigators are understandably sensitive about who has access to their information due to high level of competition for health study dollars. The AKC CHF appreciates their concerns and to maintain integrity with investigators asks that the information the Liaison receives about the sponsored study remain protected. The AKC CHF, therefore, asks that the Liaison sign a non-disclosure agreement.

3. Voluntary Open Health Registry Administrator

The Voluntary Open Health Registry Administrator is considered to be a member of the Health Committee

The Voluntary Open Health Registry is maintained by an Administrator who is selected by the Board of the TTCA, Inc. The Administrator must be a member in good standing with the TTCA, Inc. The Administrator may hold another office or committee chairmanship. This member agrees to and is appointed for a five year period of time with a yearly review by the TTCA Board of Directors. The Administrator must submit a written report yearly to the Board of Directors at least one month prior to the Annual Meeting. The Administrator agrees to keep all submitted information strictly confidential until such time as an affected dog is placed in the Open Health Registry. Violation of this confidentiality is grounds for dismissal by vote of the Board of Directors of the TTCA. The registry administration will be budgeted and paid for by the TTCA, Inc. and the Administrator is to be considered a non-voting officer of TTCA for Directors & Officers Insurance coverage purposes for acts within the scope of his/her duties as Administrator. The entire Registry will be mailed out to any TTCA member upon request at no charge. The new additions to the Registry will be published in the TTCA Newsletter quarterly. Non-members may obtain a copy of the Registry for a fee of \$10. If a mistake is found in the

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Registry, the correction will be published in the TTCA Newsletter for two successive issues following discovery of the error.

4. TTCA Voluntary Open List For CCL/NCL Administrator

Dogs included on the list should be diagnosed with NCL as confirmed by Martin L. Katz, Ph.D., of the University of Missouri, using fluorescence microscopy and EM (electron microscopy) to confirm inclusions in neural and retinal tissue obtained at necropsy.

This list includes only dogs whose owners or breeders have voluntarily agreed to release this health information.

ADDENDUMS – Please include hard copies of the following documents:

- Longevity FAQs- <http://www.ttca-online.org/html/health/Longevity%20Pilot%20Program%20Proposal.pdf>
- Longevity Application-<http://www.ttca-online.org/html/health/Longevity%20Listing%20Application.pdf>
- VOHR.pdf here (www.ttca-online.org/members/VOHR_Info.pdf)
- VOHR Application Here: (www.ttca-online.org/members/vohrform.pdf)

K. HISTORIAN (Archivist)

Motions:

5/18/2015: Moved that the club find a storage facility to move the materials into.

6/6/90 Move to purchase regional videos, as available, for historical records.

5/15/06 Moved that regular club mailings be written into the Procedural Manual and regular mail be sent to the Historian. In addition, the show committee should send a marked catalog, Invitational program, Winners photos, plus copies of the video, etc. to the Historian within a reasonable period of time.

Policy and Procedure:

Job Description:

The Historian has control and possession of any items donated to or owned by the club that belong in the archives

All pictures from the Specialties and videos of the specialties are to be sent to the Historian.

The Archives are too voluminous to be taken to every National Specialty, however, the Archivist may chose to display some of the items from the archives, or items of historical significance, at the National Specialty. Care should be taken so that the items are watched, and no items are lost.

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The budget may be used to purchase photos or videos that are not donated to the club, to purchase archival supplies, to create displays, to reproduce materials in the archives, or for other

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purposes that help to preserve, protect, or display portions the Archives and/or the history of the Club and breed. If extra money is needed to do this, contact the Treasurer to increase the budget. The main purpose is to protect the past, so that it is available to future members.

The Historian maintains a database of documents and items in the Archives. The database includes the name of the item, donor information, and the locations of the items in the Archives. The database should be updated as items are filed/stored in the Archives.

Storage containers, boxes and files should be appropriately labeled to enable easy retrieval of items.

When possible or appropriate, documents should be maintained in archival quality/acid free storage containers, folders, files, etc. In some cases, to preserve the integrity of a particular collection, they may be preserved in a different manner (such as in a personal scrapbook).

A copy of all Publications should also be sent to Historian to be filed in the TTCA Archives. An additional copy of publications should be mailed to the AKC Library by the appropriate member of the Publications committee or their agent (newsletter editor, journal editor, third party mailing company, etc.). In the alternative, the Historian may be provided with an additional copy to send to the AKC Library.

A copy of all mailings should be sent to the Historian.

The Historian should be sent a copy of all premium lists, invitational programs, marked catalogs, etc.

All pictures from the Specialties and videos of the specialties are to be sent to the Historian. As per the National Specialty Guidelines:

11.2 Show Photographer: Arrangements should be made in advance and in writing. It may be necessary to provide accommodations or pay some of the expenses of the photographer. Such expenses are payable by the TTCA. A complimentary set of photos should be sent to the Club Historian.

11.3 Video Photographer: Normally a video photographer can be found to work for no fee other than what is paid by the purchaser's of the video CD/DVD. If a fee is required, the TTCA Treasurer must approve it in advance. It may be necessary to provide accommodations or pay some of the expenses of the photographer. Such expenses are payable by the TTCA. A complimentary video copy should be sent to the Club Historian.

L. ILLUSTRATED STANDARD

2000-01 Moved that Jacque Liewer be appointed Chairman of the Illustrated Standard Committee. Both Margy Pankiewicz and Gary Carr have agreed to and will serve as members of this Committee.

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M. INTERNATIONAL COORDINATOR

Motions:

5/17/11 Motion was made to merge the responsibilities of the International Coordinator Committee into the position of the Corresponding Secretary. The motion was unanimously approved by the Board.

5/23/95 Moved that one copy of the Yearbook and Journal be sent to the club secretary of all International Tibetan Terrier Clubs.

1994-95 Mail Ballot: Moved that the TTCA appoint a member to a position to be called "International Coordinator: The object of this position shall be to foster two way communications between the United States and the national Tibetan Terrier clubs in all countries (now numbering approximately 10). The Coordinator shall contact each club at least once each year inviting communication with the TTCA through the Coordinator. He/she will report any responses received on any topic and at any time to the Board of Directors in a timely manner and maintain a log of materials received which will be included in his "end-of-year report". He/she will forward to the Newsletter editor for inclusion in the Newsletter information received regarding any events such as, but not limited to, national specialty shows, international meetings and the like so the entire membership will be aware of such events. Similarly, he is to report on breed pertinent publications or research done in other countries. Finally, the coordinator will make sure that each other national club has a listing, perhaps included in the annual letter, of TTCA publications available and shall send (or instruct the appropriate editor or the TTCA Sales Agent to send) one complimentary copy of each TTCA publication, except the Newsletter or other TTCA members-only publications, to a person designated by the foreign club.

Policies and Procedures:

Job Description:

This position is essentially involves working at public relations for the TTCA on an international scale. There are no specific duties connected with the job except "winning friends and influencing people" for the TTCA breeders and members as a group, however the foregoing requires that, ideally, the person holding the position should not be aligned with, nor be an advocate for, any particular "line" or kennel.

The person holding the position must be willing to underwrite their own ventures as the TTCA provides no funds for expenses, with the exception of a \$50 postage budgetary line.

Even though specific duties cannot be stated, suggestions for accomplishing the aims of the office can be put forth as follows:

1. Attending international shows when possible, but making every effort to be present at World Congress events as a minimum show of involvement. In many instances the European countries have tended to look at the absence of U.S. breeders at these

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gatherings as a lack of interest on our part in international cooperation.

2. Encourage the individual breeders to take an interest in and to attend these same functions. It might be possible to get a better participation through education and information disbursement.
3. After you have established yourself as a 'contact point' in the U.S. make every effort to answer inquiries from breeders in other countries as promptly as possible. In many cases this involves no more than steering them in the right direction to acquire the information that they are asking for, but in others this might mean that you must dig out the answer yourself. The speed and politeness of your reply will go far to indicate the level of interest, or attitude, on the part of the TTCA.

N. MEMBERSHIP

Motions:

6/24/2018: The following guidelines be followed with respect to former members whose membership has lapsed for more than 180 days. Any former member who was in good standing at the time his/her membership lapsed and who had completed a full year of membership on or after May 26, 2006 as an associate member or regular member may reapply as a regular/foreign (as applicable) member.

4/26/2016: Rene will lead a task force focused on increasing TTCA membership

5/15/06 Motion to accept application for membership as presented with corrections at such time as constitution becomes effective. Motion passed.

5/15/06 Member Manager provide each board member with a copy of the application and sponsor forms prior to vote. Motion passed.

5/19/05 New categories of membership are listed under the proposed constitutional changes. They will have to be voted on by the membership before they can be used. Those memberships to include: a. Associate Membership, b. Regular Membership, c. Household Membership, d. Lifetime Membership, e. Junior Membership, and f. Foreign Membership. Motion passed unanimously.

5/19/05 New members must sign the Guidelines for Responsible Breeders, even if they are not breeding. The membership application will be revised as noted and held until the new constitutional changes have been approved.

3/20/01 Agreed by consensus that incomplete applications be returned to submitter and request they be filled out completely.

5/9/99 Moved to establish a membership committee to look into member categories and review new member materials and benefits. Motion passed.

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5/9/99 A procedure was to be written on handling member complaints.

5/9/99 It was decided to add to the membership application an area to mark if they as a member were interested in being on the list for referral about information on the breed.

8/25/97 Moved to increase the dues across the board by \$5.00

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6/12/96 Moved that the Board proposes the club allow us to increase the membership dues.

5/23/95 Moved, raise the price of the mailing of Booklet to perspective buyers from \$2 to \$3.

5/23/95 Moved that upon receipt of an application and dues all applicants receive all club publications throughout the application process.

5/23/95 Board Reminder: Only TTCA Members may serve on TTCA Committees. This statement is to appear on all committee acceptance letters.

6/6/90

Move that the Club institute a bounced check penalty of \$10 per check to club members whose checks are returned from the bank due to insufficient funds.

Membership Chair Duties:

1. Acknowledgment letter sent when completed application received – electronic mail if supplied – postal mail if not.
2. When newsletter due – all applicants summary sent to newsletter editor
3. Checks sent to treasurer for new associate members
4. Scan applications into pdf files
5. Fifteen days after receiving newsletter in mail send ballot and copy of pdf's to all members of Board of Directors for mail vote by e-mail or regular mail
6. Board has 30 days to return ballots, they must be returned by postal mail
7. Applicant must get 2/3 affirmative vote
8. Add new member information to on-line member listing
9. Notify associate applicants of vote
10. Regular members are notified and status changed in on-line member listing after 15 day notice in newsletter if no objections*.
11. File all ballots and applications

O. NATIONAL SHOW COMMITTEE

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Motions:

2/23/2020: Approved that the 2022 National Specialty be held in June in Richmond Virginia and that Sharon be the Show Chair.

4/29/2018: Moved to have the 2020 National Specialty in Florida.

5/18/2015: Moved that Gale Mattison, Betsy Richards and Flossie Barczewski be the National Specialty Show Committee

Procedure and Policy

5/18/2015: The National Show Committee has decided that Eileen Bair will be asked to do all embroidery on a continuing basis for National Specialties in the future.

4/26/2016: The board agreed that future TTCA National Specialty shows should be held in hotels because doing so provides financial advantages and that significant additional costs can accrue when conformation events are held in venues other than the host hotel.

8/12/13 – Motion that Judges (households) cannot judge consecutive National Specialties.

6/11/12 Motion that no complimentary consideration shall be given to club members unless they are serving as a judge or otherwise approved by the Board. The motion carried unanimously.

5/17/11 Motion to permit the chairperson of performance events to compete with and handle dogs owned or co-owned by themselves at TTCA sponsored events. The motion was unanimously approved by the Board.

5/17/11 Motion to allow National Show Chairpersons to participate in TTCA sponsored performance events. The motion was unanimously approved by the Board.

5/17/11 Motion to permit the 2012 National Show Chair to hold a “clipped-down” sweepstakes competition in conjunction with the 2012 national specialty. The motion was unanimously approved by the Board.

May/2003 A motion was made at the Annual Membership Meeting and was discussed at the Annual Board Meeting to present the following motion to the membership: It was moved that we present to the membership at the annual meeting that because of the unenforceability of professional handlers showing in Sweepstakes dogs which they have not owned or bred that we remove restrictions against professional handlers from our Sweepstakes rules. It was also recommended that the membership continue discussion on this through the TTCA newsletter. The balloting results were provided in the April/May 2003 Newsletter stating the results of balloting as follows:

Recently a ballot was submitted to the membership regarding the Sweepstakes competition. Members were asked to vote for one of the two options presented and to return their ballots to the Secretary. These votes have been tallied by the Secretary, and the results are as follows:

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109 Votes – Option #1: At all TTCA National and Regional Specialty Sweepstakes Competitions, professional handlers, their employees and those who show dogs for monetary gain may not show in sweepstakes unless they own, co-own, or bred the dog or are members of an immediate family. Sweepstakes are limited to amateur handlers and breeders/owners only.

51 Votes – Option #2: At all TTCA National and Regional Specialty Sweepstakes Competitions, anyone may handle the entry including professional handlers.

Therefore, Option #1 will take effect for all shows where premium lists have not yet been mailed.”

4/19/00 Moved to approve a Regional Specialty in Chicago in February 2001, a National Specialty in Texas in March 2001, a Regional Specialty in the Boston area in December 2001 and a National Specialty in Wisconsin in May 2002.

11/12/99 Moved that after the election of the Specialty Judge, the Chairperson for that show has thirty (30) days to contact the Judge with the majority of votes cast by the Membership. The

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Show Chairperson shall contact the Judges in the order of the vote, the majority votes first and descending. If the Show Chairperson does not contact the Judge within the thirty (30) day period, the responsibility for doing so will then fall to the National Show Committee Chairperson. In addition, the group hosting the Specialty will have a date ready for the show by the time of the election so there will be no delay in plans.

5/5/99 Moved that effective 2002 there will be a cap on the price of specialty judges of \$500. And those members of the same household will not judge within 5 years of each other. (If the host club wishes to pay the difference from their budget, they may use a judge from the list whose fee is higher than the \$500.)

6/3/98 Board Consensus: Trophy donations by non members, acceptance of trophy donations by non-members is at the discretion of the Specialty Show Chairman.

6/12/96 Moved that the Tibetan Terrier Club allow up to three regionals a year and they have to be approved by the Board.

6/12/96 Moved that 25% of the futurity nomination fee goes to the Grand Futurity Winner starting with the 1997 Futurity; of the 25% of the futurity nomination fee, 50% goes to the Grand Futurity Winner, 25% goes to the Puppy Futurity Winner, and 25 % goes to the Adult Futurity Winner.

5/23/95 Moved that the TTCA Historical Records be sent to the Show Chairman of the National Specialty and that the Show Chairman/Host Club be responsible for the management, display and timely return of the records.

1994-95 Mail Ballot: Moved that the TTCA restore/repair all TTCA National Specialty Challenge/Perpetual Trophies, at a cost not to exceed the replacement value.

1994-95 Mail Ballot: Moved that it shall be the obligation of the National Show Committee Chairman to ship/deliver all National Specialty Challenge/Perpetual Trophies in acceptable maintained condition to the subsequent year's National Show Specialty Committee.

5/14/94 Moved we increase the number of Superior Quality Specimen Awards to four when up to 30 specials are entered. For over 30 specials entered, six dogs would be awarded. Winners dog and Winners bitches are not eligible for the Superior Quality Specimen Award.

5/14/94 Moved that Judges not be allowed to judge National Specialties within a 10 year period or Regional Specialties within a 3 year period.

5/14/94 Moved that all Sweepstakes and the Futurity will be held within the two day time frame of the National Specialty.

4/21/93 Moved that the same judges cannot do a national specialty for 10 years, nor a regional specialty for 3 years.

6/6/90 Move to purchase regional videos, as available, for historical records.

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6/6/90 Move that individuals receiving checks on behalf of the TTCA should forward them to the Treasurer with tally sheets within 2 weeks.

6/6/90 Move a Separate Financial statement be made within 60 days of the National Specialty.

3/3/88 Move that offers by or on behalf of club members for 3-time Challenge trophies to be awarded at the TTCA National Specialty will be considered if the donor endows commemorative awards for 15 years or more. If the Challenge trophy is retired in less than 15 years, the commemoratives will be returned to the donor. (I will see if this is the last motion I can find on this, because I think it was changed to 10 years or the money to cover 10 years.)

TTCA MOTIONS PERTAINING TO NATIONAL SPECIALTY SHOWS

Motions from 1987 Board meeting to present.

A motion that Specialty information be available to TTCA members 3 months in advance when available.

Proposed and passed by the 1985 TTCA Board

1. The Show Chairperson is to consider the judge with the highest number of votes as his first choice and if this judge is not available then work his way down the list.
2. The Sweepstakes and Obedience judges' selection are left to the discretion of the Show Chairperson and his Committee.
3. Dates should concur. The National Specialty and the National Meeting if possible, will happen on the same date. A Constitution amendment proposed that these events will occur during the first half of the fiscal year.
4. The videotapes from each National Specialty to date and from all future National Specialties be secured by the TTCA and stored with the historian.
5. Ribbons and trophies for the entire show weekend of the National be donated or subsidized by donations so that every show day of the weekend is well supported. A list will be printed to acknowledge donors.
6. Funds for the Specialty and all activities required funding surrounding the Specialty will be directed through the National Treasury.
7. The National Specialty is not a money making proposition. However, it must remain fiscally responsible.
8. Location and accommodation should be carefully considered for participants. Future shows will take into consideration that the ring be available to spectators on all four sides. Also, the ring must be appropriate in size for the number of dogs. Minimum size for the ring will be 40' -

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50' under any circumstances.

9. Two rooms, one for hospitality and one for the meeting of the Board, will be provided for.

10. The National Specialty be held so that it is convenient to the other shows that occur on the same weekend.

Policy and Procedure:

Job Description:

The primary function of the Chairman is to assist and provide guidance to the Show Chairperson of each annual National Specialty, and to monitor and report to the Board of Directors on the status of all pending Specialties, both National and Regional.

The National Specialty Committee Chairman shall solicit regional clubs, or TTCA membership groups, to conduct National and Regional Specialties and shall coordinate the dates of these proposed events, subject to the final approval of the Board. The Chairman shall advise and assist each Specialty Show Chairperson in: complying with the TTCA Specialty Show Guidelines and the AKC Show Manual; setting up budgets; filing AKC applications; negotiating contracts with hotels, sites and show superintendents; preparing publicity materials; and scheduling of the programs and other functions to be conducted or held.

The Chairman of the National Specialty Committee shall be required to attend all National Specialties, and, insofar as possible, to attend Regional Specialties.

The following are the Regional Specialty Guidelines approved by the Board on 08/30/09:

REGIONAL SPECIALTY GUIDELINES

1.0 **PURPOSE:** It is the policy of the TTCA to authorize three Regional Specialties in different geographic regions in the United States. Additional Regional Specialties may be authorized in the discretion of the TTCA Board of Directors. These Guidelines set forth the rules to be complied with in putting on a Regional Specialty. All applicable motions of the TTCA Board of Directors up to the time of promulgating these guidelines relating to Regional Specialties are included in the Appendix.

2.0 **OBTAINING PERMISSION TO HOST A REGIONAL SPECIALTY:** An application to host a Regional Specialty may be made by a local Tibetan Terrier club or independently by one or more TTCA members. The Regional must be held in conjunction with an All Breed Show or Group Club Show and may be held indoors or outdoors. The application shall be submitted to the National Show Advisor and shall include information concerning the proposed date, the location, the Club and Show with which the Regional Specialty shall be held in conjunction, and the names of the principal persons who will be responsible for coordinating the Specialty. Upon approval by the National Show Advisor the application to hold the Regional Specialty shall then be submitted to the TTCA Board of Directors for their approval. The Corresponding Secretary of the TTCA Board shall notify the applicant when the Board has approved the Specialty.

3.0 **APPOINTMENT OF REGIONAL SPECIALTY SHOW CHAIR:** The Regional Show Chair must be a member in good standing of the TTCA. The Show Chair shall be responsible for making the arrangements for the Specialty. If possible the Show Chair shall establish a Committee to assist in putting on the Specialty. A Trophy Chair should be appointed to be in charge of selecting, purchasing and soliciting contributions for trophies.

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4.0 **AKC APPLICATION:** The Regional Show Chair shall be responsible for completing and submitting the AKC application to hold the Specialty, which application shall be signed by an officer of the TTCA. The filing fee shall be paid by the TTCA Treasurer. The National Show Advisor shall be available to assist the Regional Show Chair in completing the AKC forms.

5.0 **JUDGING:** The Regional Show Chair should arrange with the All-Breed or Group Club for the appointment of a Judge on their panel so that the TTCA is not responsible for judges fees and expenses. In selecting a Judge the Regional Show Chair should make sure that the same judge who has judged a National or Regional Specialty within the past three years is not selected. The Regional Chair shall select a Sweepstakes Judge who shall serve without fee and shall pay their own expenses.

6.0 **OTHER ARRANGEMENTS WITH THE HOST CLUB:** The Regional Show Chair should make arrangements, if possible, with the All-Breed (or Group) Club for a reserved grooming area to be used by Regional Specialty participants. A judging time most convenient for the Regional Specialty can also usually be accommodated. It may also be possible to obtain additional benefits from the host Club such as a cash remittance per dog entered and in some cases Rosettes for Winners or Reserve Winners.

7.0 **HOTELROOM BLOCK:** The Regional Show Chair shall arrange for the reservation of a block of rooms at a local dog friendly hotel. Normally ten rooms are sufficient and the unused portion block should be cancelled without charge in accordance with the hotel policy in advance of the event if reservations have not been made by participants. The Regional Show Chair should also be prepared to suggest other hotels available in the area.

8.0 **SWEEPSTAKES:** Puppy and Veterans Sweepstakes should be offered as events subject to the same rules and the same cash distribution allocations as are in force for the National Specialty. The Regional Show Chair shall make sure that the terms applicable to Sweepstakes are properly published in the Premium List in which the Specialty is listed.

9.0 **TROPHIES:** Trophies should be awarded at a minimum for Best of Breed, Best of Winners, Best of Opposite Sex, Winners Dog, Winners Bitch and 1st in each regular class. In Sweepstakes, trophies should be awarded for Best in Sweeps, Best of Opposite Sex, Best in Veteran Sweeps and Best of Opposite Sex. All trophies and all donors must be listed in the Premium List.

10.0 **OTHER ACTIVITIES:** It shall be in the discretion of the Regional Show Chair as to whether to hold a luncheon or dinner in conjunction with the Specialty. If the Regional Show Committee wishes to do so, it may support an entry at the All-Breed Show on a day following or before the Regional Specialty. In that event no AKC application or paperwork is required unless Sweepstakes will be held as an event along with the supported entry.

11.0 **FINANCING THE REGIONAL SPECIALTY:** The Regional Specialty must be self-supporting and without contribution from the TTCA. The Regional Show Committee shall be responsible for all fund raising by means of contributions or other activities such as raffles. All monies so raised should be used to cover the expenses of the Regional Specialty. In the event there is a profit over and above expenses those funds shall be used for the benefit of Tibetan Terriers.

P. NOMINATING COMMITTEE

Motions:

2000-01 Moved that: Nominating Committee: Policy & Procedures

1. Committee head shall contact all outgoing Officers, Directors and AKC Delegate (if applicable) as a courtesy and ask if they would be willing to serve in their previous capacity or any other capacity IF nominated. This does not mean that the Committee must nominate them,

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but is a courtesy for their past service to the TTCA.

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2. Committee head will put an article in the newsletter asking that anyone interested in serving as an Officer or Board member contact the Nominating Committee Chairperson.
3. While Roberts Rules of Order does not prohibit those on the Nominating Committee from being placed on the election slate, members of the Committee should first consider and give preference to qualified TTCA members who are not currently on the Nominating Committee.
4. In their selection of candidates for the Board, the Nominating Committee shall not only take into consideration geographical diversity but also an individual's skills, abilities, and past performance. The Nominating Committee shall also consider the make-up of the entire Board weighing the merits of the individual candidates with respect to diversity of experiences, and fair representation among the different lines of the breed.
5. The Committee will confidentially discuss potential candidates for the slate with the intention of finding the best qualified candidate for the office under consideration. This can be done via regular mail, e-mail, or telephone at the Committee head's discretion. It is understood that all discussions are confidential and only between the Committee members.
6. Following discussion, each Nominating Committee member will submit a proposed slate of candidates to the Chairperson. Nominating Committee members may submit more than one potential candidate for each office. Nominating Committee members will have verified each candidate's desire to serve prior to submitting their name. At any point a Committee member may withdraw any one of their own proposed candidates or, if necessary, propose additional candidates.
7. Committee chair will prepare and send out a ballot either by e-mail or regular mail of all proposed candidates to each Committee member. Each member will vote for one proposed nominee for each Officer position, AKC Delegate position (if applicable) and vote for one proposed nominee for each of the available Director positions. (one year voting for two and the subsequent year voting for three)
8. In the event of a tie vote for a particular position the Committee will again review the proposed nominees and a tie breaking ballot will be sent to each Committee member, each having one vote per vacant position. This process will continue until the Committee reaches a conclusion, having one candidate for each Officer position, AKC Delegate position and one candidate for each of the vacant Director positions.
9. Committee chair will then contact each selected candidate by e-mail or regular mail to get their acceptance for the position for which they have been nominated. The Chairman will request that a candidate profile of no more than 250 words be submitted to the Newsletter Editor for inclusion in the newsletter.
10. Committee chair will submit the slate of Officers, Directors and AKC Delegate to the Secretary prior to the date specified in the Constitution, October 15.

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11 Following the close of nominations from the membership, the Secretary will request the same (250 words) profile from any candidates nominated by petition to be submitted to the Newsletter Editor, to be included in the same newsletter as the profiles submitted by the candidates selected by the Nominating Committee.

12. Candidates nominated by petition shall be listed in the newsletter with their sponsors. Candidates selected by the Nominating Committee shall be designated as such, regardless of whether the candidate was on the Nominating Committee's slate or nominated by petition, all candidates will be listed in alphabetical order by position in the Newsletter profiles.

5/23/95 Moved that when the board notifies the Nominating Committee Chairperson of the appointment, the committee be directed to stress to nominees that they commit to attend all board meetings regardless of Geographical location, in the absence of unavoidable personal circumstances.

Policy and Procedures:

1. Committee head shall contact all outgoing officers and directors as a courtesy and ask if they would be willing to serve in their previous capacity or any other IF nominated. (this does not mean that the committee must nominate them, just as a courtesy to offer the outgoing person the opportunity to decline or accept.)
2. After selecting the candidates a complete list will be sent to the secretary prior to the date specified in the constitution, Oct 15.
3. Head of nominating committee shall instruct all candidates to submit to the secretary a brief profile of not more than 250 words for inclusion in the newsletter. This profile is to be written by the candidate themselves, not the nominating committee or the secretary.
4. Following the close of nominations from the membership the secretary will request the same profile from any candidates nominated from the floor and will submit all candidate profiles to the newsletter editor, to be included in the same newsletter as the profiles submitted by the candidates selected by the nominating committee.
5. . Profiles will not be requested from non candidates (delegate or director not up for reelection)
6. Candidates nominated by the membership shall be listed in the newsletter with their sponsors.

Job Description:

1. Chairman of the Nominating Committee start the communications in July, as to conduct, as much as possible, our business through the mail with the final report due to the Secretary by Oct. 15th.
2. Send a letter of inquiry to the current Officers, Directors and AKC Delegate subject to election regarding their desire to continue to serve, but not intended to imply nomination by the Committee, with a deadline date.
3. After their responses are received, notify the 5 members and 2 alternates of the Nominating Committee the stated interest expressed, along with Ballot #1 and a SASE. Once again a deadline date of 2 weeks was given for the Committee member's individual nominations.

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4. Ballot #2 consisted of ALL proposed people for each office. The number of those suggested varied from office to office and ALL were listed accordingly. A SASE was included along with a deadline date. The members of the Committee were requested to rank their order of preference in descending order, 1st, 2nd, 3rd etc. for each position to be filled.

5. After receiving Ballot,#2, the point scale was implemented. In other words, if 4 people were suggested for an office, 4 points on each individual ballot were given for 1st place, 3 for 2nd, 2 for 3rd and 1 for 4th. If 6 people were suggested for another office 6 points went to 1st, 5 to 2nd continuing to completion of the specified office. Although the alternate's votes were received for Ballot #2, 1 did not count them in the tally, as all regular Nominating Committee members responded by the deadline date. The highest total points were the results for each office. In case of a tie, I was prepared to mail Ballot #3 for a particular office, but this year that was not necessary.

I next called all those selected for their consent to run - starting with the Pres., Secretary, and Treasurer as these are very time consuming positions and in my opinion, the mostly likely to receive a decline. I did not receive any rejections, but if I had, I would have moved down the list according to the point scale. The only complication to this might have been if I received a rejection, moved down the list for that particular office and the same persons name might have appeared for 2 potential offices. In that case I would have contacted that individual by phone, given them their choice and moved on down the list for the next person for the office they chose not to hold. After receiving all consents, the Secretary was notified of the Nominating Committee results.

This procedure worked in an efficient, democratic and timely manner. As Chairman, I would notify the regular and alternate members of the Committee of the results, and thank them for their timely responses and participation at the same time as the Secretary's notification.

Letter # 1

Date

Greeting

As Chairman of the Nominating Committee, and as a courtesy in recognition of your past service as a 1998-1999 Officer/Director of the TTCA, I am inquiring as to interest on your part for consideration by the 1999-2000 Nominating Committee. As you know, this committee is required to have its report to our Secretary no later than October 15th. From the previous chairman, I understand that arriving at a proposed slate can be a lengthy procedure, and we therefore must begin the process in the near future.

I am requesting your response to this inquiry of interest be submitted to me no later than July 25, 1998. Either a note or phone call will be acceptable, letting me know if you would desire to retain your current position, not be slated for any office, or consider another available position.

Please respond by July 25, 1998

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Sincerely,

Nominating Committee Chairman, TTCA

P.S. As a current officer, I have included a sample of the letter I will send to the Nominating Committee with the procedure I intend to follow.

Letter # 2

Date

Dear

Thank you for agreeing to serve as a member of the TTCA (Year) Nominating Committee. Members of the Committee are: (names of committee members and alternates) By the Constitution, we are required to have our report to the Secretary no later than October 15, 1998. As chairman, I would appreciate responses from all, including alternates, for Ballot # 1.

As far as possible, I hope to keep phone calls to a minimum. Therefore, I request you submit your list of candidates on Ballot # 1 to be received by me no later than Aug. 22, 1998. Ballot # 2 will consist of "ALL" suggested nominees with a point scale (i.e. 1st choice, 2nd, 3rd, etc) and hopefully thereafter we can arrive at a consensus. Officially no one candidate may accept or run for more than one position but that does not mean that a particular candidate cannot be listed by the committee in several positions on the initial ballot. When and if I receive ties, ballot #3 will have to be submitted for your vote. After final ballots have been received and counted, I will contact the nominees for their willingness to serve and work down the list if and when I get refusals.

I feel very strongly that members of this Committee are more than qualified to run for office and should not feel "shy" about placing themselves in nomination on Ballot #1. To do less would be a disservice to the Club of qualified individuals simply because they have been elected by the current Board to serve on the Nomination Committee.....

Our task is to nominate the officers of:

President: (your nomination), (current officeholder) if wishes to remain

1st V.P. _____, _____ (wishes to remain)

2nd V.P. _____, _____ (wishes to remain in some capacity)

Rec. Sec. _____, _____

Sec. _____, _____

Treas. _____, _____

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AKC Delegate. _____ (if up for election this year and 2 (3) Board Positions:

1. _____ 2. _____
currently: _____ and _____ (does not wish to remain)

(Names of continuing directors) will continue with their 2nd Board year, along with (name of AKC Delegate) as AKC Delegate....

Please submit Ballot #1 not later than Aug. 22, 1998

Sincerely,

Signature and Title

Self addressed stamped envelope included for response....

Letter # 3

Date _____

BALLOT # 1 – To Nominating Committee and Alternates

President

1st V.P.

2nd V.P.

Secretary

Rec. Sec.

Treas.

Board Positions:

1) _____ 2).- _____

(Names of continuing Directors) will continue their 2nd Board year, plus (name of delegate) as AKC Delegate.

Nominating Committee Member _____
signature

Return Ballot to: (Committee Chairman) (address) No later than (date)

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Stamped - addressed envelope included

Letter # 4

Date _____

BALLOT # 2 - Nomination Committee
(list all committee members and alternates)

Vote for each office "independently" in order of preference - alphabetically listed:

President: (names of proposed candidates)

1st V. P. (names of proposed candidates)

2nd V P.(names of proposed candidates)

Secretary (names of proposed candidates)

Rec. Sec. (names of proposed candidates)

Treasurer (names of proposed candidates)

2(3) Available Board Positions: (names of proposed candidates)
(names of directors) will continue with term.

Nomination Committee Member _____
signature

Date _____

Return ballot to: (Chairman name and address)

No later than: (date) -SASE

Letter # 5

The committee operated under the multiple ballot procedure approved by the Officers/Board of the TTCA for use in 1999-2000. Results of the ballot are as follows:

President –
1st Vice President –
2nd Vice President –
Secretary -
Recording Secretary –
Treasurer -
Board Members -

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This can be considered the official results of the report of the Nomination Committee and officially reported as the Nomination Committee slate.

Sincerely,

Signature of Chairman

Members: (list committee members and alternates)

Q. -JOURNAL COMMITTEE

MOTIONS:

6/11/12 The Board agreed by consensus to allow the Journals to be mailed by standard mailing, book rate, at a club savings of approximately \$675.00.

6/11/12 Motion to assign the inside front, inside back and back pages of the journal ad space on a preselected basis, beginning with the 2012 journal. Motion carried.

6/11/12 Motion to designate the availability of premium Journal pages in descending order, as follows:

1. Back Cover: National Specialty BOB – BOS – BOW
2. Inside Back: National Specialty BOS – BOW – Winners
3. Inside Front: National Specialty Grand Futurity – Veteran Sweeps – Puppy Sweeps – Top Twenty

The ad must be for the dog/bitch that won the designated award. The motion carried unanimously.

7/14/11 Motion to Dissolution of the Publications committee. The Board determined that the Newsletter and the Journal should be committees on their own right and report directly to the Board. (Approved 7-14-2011 by consensus)

7/06/11 the Board voted by consensus on an action to post the 2009 Journal and Yearbook to the public section of the TTCA website.

3/20/2010- The Board approved by consensus a proposal to remunerate Flossie Barczewski a fee of \$6.00 per page layout fee to produce the Journal. Included will be complete set up, organization and coordination of the pages, collection of pictures, data and articles. This proposal was approved by the AKC.

5/14/94 Moved to continue to publish all dogs finished in the Journal with the pedigree and the photo and that the form ask for hip and eye status information. If the status is supplied, it will be published; if it is not supplied, the pedigree and photo will still be included in the Journal.

4/21/93 Moved that the Journal Editor print the motions from the board meeting and the annual meeting in the Journal.

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Journal/Yearbook Editor

Job Description

- 1) Find suitable art and graphics for cover and inside pages.
- 2) Find interesting, relevant articles from willing contributors.
- 3) Send out information and photo request forms to new titleholders, using the AKC 's new Titleholders list (I am currently receiving this list in the mail monthly at no charge (it is supposed to cost \$150/Yr).
- 4) Typeset the titleholder information pages in Alphabetical order.
- 5) Request Health data from Health Records Committee.
OFA, CERF, and TTEC lists should be sent downloadable for printing.
- 6) Request minutes from TTCA Board and Annual Meeting from Recording Secretary.
Minutes should be sent dov@oadable for printing.
- 7) Request Conformation, Obedience, and Agility Rankings, and ROM Statistics from Statistics Committee
Statistics should be sent downloadable for printing.
- 8) Request the marked catalog and TTCA club photos from the year's National Specialty.
- 9) Include Breed Standard, Guidelines for Responsible Breeders, '17CA Officers and Board for the Journal Year.
- 10) Assemble publication and create table of contents.

Previous Yearbook Motions:

6/12/96 Moved that in the case of a paid obituary that the yearbook requirements regarding OFA and CERF be waived.

5/23/95 Moved that we require that all judge's of our breed to return a confirmation that they wish to receive a yearbook

5/14/94 Moved that Yearbook advertisers are to provide hip and eye status information to be published; if the information is not provided, the editor will so state in the ad.

R. PUBLISHING COMMITTEE

Motions:

5/18/2015: Board clarified that it is the responsibility of Performance Committee for putting on the performance portion of a National Specialty.

7/14/11 Motion to Dissolution of the Publications committee. The Board determined that the Newsletter and the Journal should be committees on their own right and report directly to the Board. (Approved 7-14-2011 by consensus)

2000-01 Moved that we approve the Trifold to be used by the AKC as our Parent Club Breed

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Flier to be included in Registration Certificate mailings; and that we also approve One Hundred Fifty Dollars (\$150) as a start up fee and Three Cents (.03) per copy cost.

5/5/99 Moved to rescind the prior years motion of using a rescue dog photo as the front piece of

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the Journal/Yearbook, allowing the organization of the book to the editors.

5/5/99 Board Consensus: Members can sponsor non member ads but this must be printed at the bottom of the page. The paid ads should be in the back with all new Champions in the front.

6/3/98 Board Consensus: The Yearbook and the Journal be combined, no mailing to the judges, the books will be perfect bound. In the Journal the show wins will be eliminated, and the registered color of the dog be inserted between the OFA and the CERF. The Yearbook will be first. The standard Code of Ethics preface letter, will be before the year book. The stats, then the obedience title winners, then the rest of the Journal, with the Obituaries at the end. The first page of the book will be a picture of a rescue dog.

5/23/95 Moved to accept proposal to allow 4-6 weeks for delivery and a sliding scale fee for postage and handling.

5/23/95 Moved that we require that all judge's of our breed to return a confirmation that they wish to receive a yearbook.

5/23/95 Moved that upon receipt of an application and dues all applicants receive all club publications throughout the application process.

5/23/95 Moved that on a yearly basis up-date/Revise Breeder's Manual as needed and add articles of interest, subject to board approval.

5/23/95 Moved that one copy of the yearbook and journal be sent to the club secretary of all International Tibetan Terrier Clubs

5/14/94 Moved that all official TTCA publications contain only the list of Dogs, Bitches, and Breeders in categories of merit according to the completed year end records of the board designated statistician.

Publishing Chairman

This position has been eliminated per 7/14/11 motion above.

This position was created in the spring of 1998, as a coordinating position, in an effort to give the editors of the Journal, Yearbook and Newsletter one person to go to for guidance.

The position has since expanded to cover all publishing items produced by the club.

There is no step by step procedure to this position. The main responsibility is to keep in constant communication with the editors and the sales agent. Know what is being spent on the periodicals and look for ways to cut costs, and yet produce a quality publication. The editors are to report any and all problems they have encountered , or ideas and suggestions for improvement. The sales agent needs to report to this chair when print material is low.

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My current goal is to create a portfolio for each item that is printed,(excluding newsletter and journal). This will contain a sample of the final product, the print layout with halftones, and original photos and the typed draft. In doing this you will have a ready to print/reproduce set up which will save time and money. It will also allow you to go to any printer and not have to be charged for a set up. Which can cost anywhere from \$60.00 to a \$100.00 per plate.

The main drive right now is to get the Journal/ad book back on track and current.

The current layout for the combined Journal is as follows

1. Officers of the board of directors and board members
2. Letter from the editor optional
3. Table of contents
4. Board minutes
5. Selected articles, on health, breeding, puppies etc. These can be the choice of the editor, or if the board wishes to have a pertinent topic discussed.
6. Specialty winners from prior year. And specialty results Guidelines for responsible breeders
7. Tibetan Terrier Standard
8. TTCA Health records report
9. OFA, CERF, and TTEC listings
10. AKC Confirmation title holders from previous year: This will include a picture if available and a 3 generation pedigree, the owner and breeder, and if it is available the OFA, CEPF or TTEC status, if no information on OFA, CEPF, TTEC that will be noted as ""Information not provided". If there is no picture or pedigree sent for the book a list containing the dogs name and owner only. Then the AKC Performance titleholders covering all performance events same rules of information apply to this as do the breed titles.
11. The ad section is the newest addition to this. The feature picture for this section will be up to the editor of the ad section. The style and layout type will be different for each ad if the editor of this section so chooses. Where the Journal has a specific layout and that is not to be changed. Club members may sponsor an ad for someone else but that must be at the bottom of the ad.
12. If there are any errors or omissions in a previous publication, these will be listed as corrections in the next publication as well as the newsletter. If an advertiser is unsatisfied with their ad then they will be given a free page in the next issue, this will be on a one time basis only.

I feel it is important to keep the membership informed of the costs of their publications. I will continue to do this and will also ask for their suggestions and ideas.

2. Journal Editor

Moved to Journal Committee Section Q

3. Newsletter Editor:

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Moved to Newsletter Committee Section Z

4. Yearbook Editor:

Combined with Journal Editor and moved to Journal Committee Section Q

S. REGIONAL CLUB COORDINATOR/LIAISON

5/23/95 Moved that a list of Regional Clubs and Contacts be published in the Newsletter.

Policy and Procedure

Job Description

T. RESCUE COMMITTEE

Motions:

1994-95 Mail Ballot: Moved that the Treasurer advance funds to the Rescue Committee Chairperson in the amount of \$200. The Rescue Chairperson will keep a tally of money spent and submit all receipts to the Treasurer and when the advance is spent, and other \$200. Advance will be forwarded to the Rescue Chairperson.

1994-5 Mail Ballot: Removal From Breeder Referral List:

1. The TTCA hereby requires member breeders to be responsible to assume possession and subsequent placement and/or financial responsibility for any dog of their breeding whose owner disposes of or indicates a desire of disposal of said dog or any dog of any TTCA breeder who is in TTCA rescue or a rescue situation.
2. Any TTCA Breeder who does not adhere to (1) shall be removed from the TTCA's official breeder referral list for a period of not less than one year
3. Determination of a breeders failure to adhere to (1) shall be the responsibility of the Chairman of the TTCA Rescue Committee. He/She after determining a breeders failure to adhere to (1) and the lack of extenuating circumstances to warrant failure; shall prepare a written report outlining the facts regarding said occurrence. This report shall be forwarded to the TTCA to the TTCA secretary, who shall forward said report in ballot form to each member of the Board or ballot action regarding removal from the breeder referral list. A majority vote is required for removal.
4. Reinstatement – Any breeder who is a member of the TTCA and has been removed from the breeder referral list, may apply for reinstatement to said list after a period of one year from the date of removal. The application should be in writing and directed to each member of the board via the club secretary. The secretary shall prepare the application in ballot form and submit to all board members for consideration. A majority is required for reinstatement.

5/14/94 Moved that rescue money collected be kept with a separate tally and that the money be only used for rescue.

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Policy and Procedure:

Statement of Purpose:

The TTCA's Rescue Program is established for the protection for the Tibetan Terrier. It is the goal of the program to place Tibetan Terriers in loving homes where they will be given a second chance for a happy life. It is the policy of this program not to place dogs who have a history of aggression or are diagnosed with an incurable disease. All dogs placed will be spayed/neutered.

Organization and Responsibilities:

The Rescue Program shall be conducted in the following manner under the direction of the Rescue Chairperson subject to the review and oversight of the TTCA Rescue Oversight Committee (the "Oversight Committee") established by the TTCA Board of Directors. In the performance of its review and oversight the Oversight Committee is empowered to make the final determinations specifically provided for in Articles III and V of this Program Outline.

The country will be set up in 10 rescue regions based on estimates of TT population. If possible, each region will have a coordinator (approved by the board or appointed by the Rescue Chairperson) who will be responsible for coordinating rescue, working with individual Rescue volunteers, advising individuals on proper procedure, use of forms and in turn providing rescue statistics (copies of forms) to the National Network Coordinator. The Regional Coordinators should develop a documented file on club members interested in serving as Rescue volunteers, potential adopters, veterinarians with special rescue fees etc. in their region. Refer to the attached map for an outline of regions. Regional boundaries will be reviewed annually based on rescue experience.

The Network Coordinator's responsibility is to work with the Regional Coordinators in areas of cross regional communication. This person should also be responsible for the ingathering, maintaining and reporting of all rescue efforts. This person is responsible for the cohesive management of all field rescue personnel. The Network Coordinator should provide the Rescue Chairperson with a monthly report on rescue efforts.

The Rescue Chairperson has overall responsibility for Club rescue and is directly responsible to the Board acting through the Oversight Committee. The Oversight Committee shall designate a member to act as Committee Liaison and the Chairperson shall keep the Committee Liaison fully informed as to rescue operations and expenditures. In the event that a Regional Coordinator position is unfulfilled, the Network Coordinator or Chairperson will assume the responsibilities of that position. If the Network Coordinator position is unfilled, the rescue Chairperson will assume the responsibilities of that position.

The TTCA Second Vice President will serve as the Board Member Liaison.

The rescue committee is an operating committee under the auspices of the TTCA and shall be comprised of the following: Chairman, Network Coordinator, Board Member Liaison. The country will be set up in 10 rescue regions based on estimate of TT population. Each region will

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have a coordinator approved by the Board who will be responsible for coordinating rescue, working with individual rescuers, advising individuals on proper procedure, use of forms and in turn providing statistics (copies of forms) to the Network Coordinator. The regional coordinator should develop a documented file on club members interested in rescue, potential adopters, vets with special rescue fees etc. in their region.

The Network Coordinator's responsibility is to work with the Regional Coordinators in areas of cross regional communication. This person should also be responsible for the gathering, maintaining and reporting of all rescue efforts. This person is responsible for the comprehensive management of all field rescue personnel. The Network Coordinator should provide the Rescue Chairperson a monthly report on rescue efforts. The Chairperson has overall responsibility for Club rescue and is directly responsible to the Board.

Additional Policies and Responsibilities (Board approved 8/30/09)

1. Unless otherwise specified, it is within the discretion of the Regional Coordinator, Network Coordinator and/or Rescue Chairperson to determine if an individual dog is eligible and should be accepted into the TTCA Rescue Program. However in the case of a multiple dog rescue operation involving 3 or more dogs to be taken from a shelter, kennel or a breeder, the prior approval of the Oversight Committee shall be required. In making such determination the Oversight Committee shall consider the financial burden on the Club for the case of the dogs, their health status, their potential for adoptive placement and the availability of foster homes in the area. The Rescue Program does not assume responsibility for dogs, their expenses, or their placement which are not accepted into the Rescue Program. The Rescue Program is not responsible for the actions of Club members, Rescue volunteers, etc. who accept a dog without first verifying that it is eligible for and obtaining approval to accept the dog into the Rescue Program.
2. In keeping with the statement of purpose, no dog will be accepted into the Rescue Program that has a history of human aggression or has bitten a person. No dog will be placed that has a history of aggression towards people.

No dog will be accepted into the Rescue Program that has been judged to be a "dangerous dog" under the law (or has been given a similar designation) by a court of law or similar adjudicatory body.

If a TT, already in the Rescue Program, shows an unstable temperament that would, in the opinion of the Rescue Chairperson, render the dog unadoptable or constitute a liability if the dog is placed, it is within the discretion of the Rescue Chairperson to have the dog humanely euthanized.

In keeping with the statement of purpose, no dog will be accepted into the Rescue Program that has been diagnosed with an incurable terminal disease. No dog will be placed that has an incurable terminal disease. Dogs shall not be accepted into the Rescue Program for which the cost of medical care to enable the dog to become suitable for adoption is prohibitive. In the event there is a question concerning the health of the dog, the Rescue Chairperson shall consult with a veterinarian at the expense of the Rescue Program. In any case where the cost

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of treatment of a dog being considered for acceptance into the rescue Program is projected to exceed \$500.00, the determination of whether to accept the dog shall require the prior approval of the Oversight Committee.

If a TT, already in the Rescue Program, is determined by veterinary examination to have minimal chance for a reasonable quality of life due to a chronic, irreversible or painful condition, euthanasia may be considered as an alternative to adoptive placement. It is within the discretion of the Rescue Chairperson to determine whether euthanasia is appropriate after consulting with the veterinarian. If the projected cost of medical or other services required for a TT in the Rescue Program to attain a reasonable quality of life, and to become suitable for adoption is substantial, the Rescue Chairperson shall consult with the Oversight Committee, which Committee shall make the decision as to whether euthanasia is appropriate.

The Rescue Program is intended to serve the needs of purebred Tibetan Terriers. Tibetan Terrier mixes, other purebred dogs, or other mixed breed dogs will not be accepted in the Rescue Program. Any exceptions to this rule may only be made with the express permission of the Rescue Chairperson.

The TTCA Guidelines for Responsible Breeders require that a breeder “acknowledges he is responsible for any dog he has bred for its entire lifetime and makes written arrangements for its return to him at any time the purchaser no longer wishes to keep it.” When dealing with a potential rescue situation, efforts should be made to ascertain the breeder of a dog and that breeder should be contacted so that the breeder can assume responsibility for the dog. It is the responsibility of the Regional Coordinator to contact breeders in potential rescue situations.

If a breeder is unwilling or unable to assume responsibility for a dog of his/her breeding (or Rescue is unable to contact the breeder), the dog may be placed in the Rescue Program. In this instance, the breeder may be required to provide financial or other assistance to the Rescue Program. The Regional Coordinator will immediately inform the Rescue Chairperson of any situation in which a breeder is unwilling or unable to assume responsibility for a dog of his/her breeding.

If a breeder is unable to be contacted as outlined in section III(E) above, or is unwilling or unable to assume responsibility for a dog of his/her breeding, the Rescue Chairperson may, at his/her discretion, contact the owner of the dog’s sire at the time of breeding, the breeder of the dog’s dam, and/or other breeders/owners of ancestors found in the dog’s pedigree to determine if such a breeder/owner might assume responsibility for the dog.

Rescue volunteers are responsible for adhering to state and local laws and regulations that may apply to them. In the event that such laws/regulation conflict with the Rescue Program Outline, the Regional Coordinator and Rescue Chairperson should be promptly informed of any such laws/regulation affecting a particular Rescue situation.

Members who volunteer and assist the Rescue program should be recognized in the annual Club Yearbook, and/or Club Newsletter.

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3. Liability & Record Keeping

A. Insurance- Adequate liability coverage for all aspects of rescue is a pre-requisite for the establishment and continuation of this program.

B. Proprietary Forms

The following forms are to be used by all individual club members when involved in rescue. These forms should be used in all cases where applicable and completed as the circumstance warrants. Copies should be sent immediately to the acting Regional Coordinator who will maintain a regional file and provide copies of each rescue to the acting Network Coordinator. It is understood that every part of every form may not be completed depending on the circumstances. However, it is the responsibility of every person involved in rescue to obtain as much information as possible and document it in order to best protect the animal involved, potential adopter, the TTCA and the individual rescuer.

Each volunteer is responsible for making timely reports to the Regional Coordinator, Network coordinator and/or Rescue Chairperson.

Form I - Application for adoption – This form gathers information about perspective homes. This form is available online at <http://www.ttca-online.org/cgi-bin/rescue.pl> Potential Adopters should be referred to this site to fill out application for adoption.

Form II – Lost Report Form- This form is used for strays.

Form III – Release/Surrender Agreement- This form is used on any dog surrendered to a rescuer or picked up at a shelter.

Form IV- Veterinarian's Medical Records Release -This form outlines medical records available.

Form V- Rescue Adoption Contract For A Sterilized Tibetan Terrier- This form is used when placing a dog in a new home.

Form VI- Master Record- This form allows the Rescue Program to track the dog at a glance.

Form VIII- Volunteer Application and Agreement

4. Financial

A. Costs - It is assumed that Rescue volunteers will bear many costs on their own as a service to the breed. Pre-approved, documented costs for necessary basic health care and shelter adoption fees will normally be reimbursed. All expenses and medical treatment should be pre-approved up to \$100.00 by the Regional Coordinator. Over \$100.00 should be pre-approved by either the Network Coordinator, or the Rescue Chairperson. In addition, other expenses may be approved on a case by case basis, at the discretion of the Network Coordinator, or the Rescue Chairperson, including: transportation costs, shipping costs, veterinary boarding fees, food or necessary supplements. It is not the policy of Rescue to reimburse Rescue volunteers for mileage expenses, nor for property, incidental or other damage by the rescue dog.

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It is assumed that Rescue volunteers will house dogs free of charge as a service to the breed; charges for housing/boarding provided by club members will not be approved. No member shall profit or receive monetary gain from the rescue or rehoming of a TT, or from services provided to the Rescue Program. If specific items are purchased using Rescue funds for incidental use by the rescuer/rescue dog, these items will remain the property of the Rescue Program.

All receipts and invoices for reimbursable expenses must be submitted to the Rescue Chairperson, as soon as possible. Copies should also be sent to the Regional and Network Coordinators. It is the Rescue Chairperson's responsibility to review documented, approved expenses and to present them to the TTHWF or TTCA Treasurer (as applicable) for reimbursement or payment in a timely manner. It is within the discretion of the Rescue Chairperson to authorize the TTHWF or TTCA Treasurer (as applicable) to make direct payment to a third party, such as a veterinarian, for approved, documented expenses.

Any exceptions to the foregoing must be approved by the Rescue Chairperson. Any expense in excess of \$500.00 for an individual dog must first be approved by the Oversight Committee before such expenses are authorized by the Rescue Chairperson.

- B. Auction/ Pet store Policy: Rescue Funds will generally not be used to purchase dogs at auction, from pet stores, or from other sources for rehoming through the Rescue Program.
- C. Adoption Fees - Each rescuer should collect a minimum of \$50.00 to a maximum of \$500.00, at the discretion of the Regional Coordinator, payable to the TTHWF when placing a rescue dog with an adoptive family. The actual amount to be collected will be determined by the Regional Coordinator and should be based on the area of the country, expenses incurred by Rescue, as well as the age and condition of the dog.

In cases where Rescue facilitates the adoption of a dog, but the placement is done through another entity, a donation of a minimum of \$25 from the adopter or entity should be requested whenever possible.

D. Fund Raising:

The TTCA has established a nonprofit foundation, the Tibetan Terrier Health and Welfare Foundation, to provide financial support for the health and welfare of the Tibetan Terrier breed to support the rescue activities of the TTCA. Members of the TTCA are urged to make donations to TTCA Rescue through the TTHWF.

Drop off fees- Each rescuer should attempt to collect a minimum of \$50 (payable to the TTHWF) as a drop off fee to help defer costs from a person surrendering an animal.

The above program is dedicated to the welfare and protection of Tibetan Terriers. The program as outlined should be adhered to as closely as conditions permit for the protection of all involved.

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The above program is dedicated to the welfare and protection of Tibetan Terriers. The program as outlined should be adhered to as closely as conditions permit for the protection of all involved.

1. Chairman Job Description

1. Overall responsibility of club rescue efforts
2. Responsible to Board of rescue operations
3. Responsible for financial operations of committee to include:
4. Providing methods of financing club rescue
5. Approval of all costs of any specific rescue that exceed \$100
6. Coordinate TT rescue efforts through other organizations i.e. (The AKC, various club rescue, independent rescue organization etc.

2. Network Coordinator Job Description

This position will be the chief operational person in the rescue program.

Duties will include:

1. Selection and approval of regional coordinators.
2. Supervision of Reg. coordinators-efforts.
3. Facilitate cross regional communications regarding rescue.
4. Responsible for ingathering and maintaining records of all rescue efforts.
5. Supply regional coordinators with needed forms and advice.
6. Maintain a National placement list.
7. Monthly reports of rescue efforts to rescue chairman.
8. Approve costs of rescue efforts up to_ as submitted by regional coordinators

3. Regional Coordinator Job Description

1. Responsible for rescue and placement efforts if dogs in the particular region as determined by the rescue committee.
2. Selection and training (especially w/forms) of rescue volunteers throughout the region.
3. Accumulate and maintain TT want list in region.
4. Selection of foster home locations in the region.
5. Accumulate list of veterinarians which offer special rescue rates for services in the region.
6. Forward copies of all forms used in rescue to National coordinator the 1st of each month.
7. Responsible for notifying by various means, clubs shelters etc in their region of the existence of TT Rescue in the area.

4. Rescue Volunteers Job Description

Individual club members who will be responsible for rescue in their geographic area. Each person should be knowledgeable about the breed (able to determine if a dog is a TT!) and knowledgeable of the official operational steps of our programs and of course a conscientious lover of the breed. These volunteers will be responsible for the actual rescue proper usage of rescue forms, placing, the dog in a foster and/or permanent home, providing the necessary medical care and follow up on the placement.

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A detailed list of operational steps will be provided.

U. SALES COMMITTEE

Motions:

5/23/95 -*Moved that one does not need to be a club member to purchase any/all club materials

5/23/95 Moved, raise the price of the mailing of Booklet to perspective buyers from \$2 to \$3.

Policy and Procedure:

The primary purpose of the sales committee is to make the materials published by the TTCA, both educational and yearly records, available at cost in order to effect the widest distribution possible. The secondary purpose is to raise money for the support of other club activities by locating and making available such attractive memorabilia as may be in production at the time.

Job Description:

The Chairman is required to be present at all National Specialties as this sales opportunity is responsible for the largest single amount of income that the committee will be able to raise during the year. It is desirable to make the materials available at the regional specialties but it is not required.

An incoming Sales Committee Chairman should immediately arrange with the previous position holder for the transfer of all materials which, at the present time, require approximately fifty to sixty linear feet of shelf storage space. Ideally this transfer should take place at a National Specialty in order to avoid excessive shipping costs, but if this is not possible then the shipping will be paid by the Club.

Attention should be paid to efficient organization of the home office as this will directly affect the ability to gather and mail the orders promptly as they arrive. Except for unavoidable delays, the aim should be to mail the orders out the day after receipt as this builds good relations for the Club.

A postage account must be arranged with the Treasurer. This will normally consist of a fifty dollar advance and will be replenished after mail receipts reach the advanced total.

1- Mailing It is suggested that a supply of Priority envelopes be obtained from the post office and used for the packaging, as these are particularly well suited to the mailing of most of our materials. Once the postage receipt has been obtained, the date of mailing and the amount spent for postage should be noted on the order form. These forms should then be placed in the Sales notebook in chronological order.

2. Remittance to Treasurer: Upon arrival, checks should be endorsed with 'For deposit only

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TTCA'. At the end of the week, any checks which have been received, together with the postage receipts for those checks, should be forwarded to the Treasurer. Before sending the checks, scan (or copy) them and work up a summary sheet of checks, charge slips, and postage receipts sent and include in the envelope to the Treasurer. The sheet of scanned checks and a copy of the summary sheet should be placed the Sales notebook.

3. General Duties: Other than the office procedure outlined above, the success of your office will depend upon your dedication and creativity in seeking out new materials to offer to the membership. It will also depend a great deal on your ability to gather an effective committee to help you in your work. Every effort must be made to maintain good customer relations as these are the people on whom everything else depends.

1. Cloisonne Pin Sub Committee

Motions:

5/17/11 A motion was made by NS to discontinue the club pin program. It was unanimously approved by the Board.

5/5/99 Moved the cloisonne pin committee to be under the Sales Chair as a sub committee.

5/5/99 Moved to change from a cloisonne pin to a poly coat commemorative pin for a trial period with no price change.

5/5/99 Board Consensus: We have to order a minimum of 300 pins.

1996/97 Mail Ballot: Moved that the TTCA increase the charge for the yearly Cloisonne Pins and Charms from \$5 to \$7 per item beginning with the 1996 national edition. Previous years to remain at \$5.

4/21/93 Moved to authorize the committee to purchase 250 pins and charms.

Policy and Procedure:

Job Description:

Obtain samples of available previous year pins and decide upon an appropriate design and color scheme for the new pin in consultation with a commercial artist, unless a Committee member has sufficient talent or ability to prepare the design without such assistance. Inform the artist that the job is for a non-profit enterprise in order to obtain design services at the lowest cost.

Prepare preliminary design sketch with the help of the artist.

Submit design to prospective pin manufacturers for bids. Review bids and make selection based upon price and quality of product. (pTc Custom Jewelry was the low bidder this year and has previously supplied the pins for the Club). Review and approve final design prepared by

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selected manufacturer.

.Submit order and obtain funds from TTCA Treasurer for deposit, if required. Determine breakdown between lapel pins, brooch pins and charms (based upon prior sales history).

Follow up with manufacturer to make sure that delivery will be in time for National Specialty.

Upon receipt of cloisonné items, arrange for their delivery to club member handling sale of TT items at National Specialty. Approve final invoice, and submit to Club Treasurer for payment. Submit artist's bill to Club Treasurer for payment.

V. STANDARD COMMITTEE

Motions:

W. STATISTICS COMMITTEE

Motions:

6/3/98 Moved to eliminate the Reserve Winners from the statistics on dogs beaten.

5/23/95 Board Consensus: TTCA will pay for one subscription to AKC Awards for Statistician, to send copies to Awards Chairperson

5/14/94 Moved that the Awards Committee be combined with the Statistics Committee into one committee, with the Statistician taking responsibility for the awards and the statistics.

5/14/94 Moved that all official TTCA publications contain only the list of Dogs, Bitches, and Breeders in categories of merit according to the completed year end records of the board designated statistician.

10/93 Moved to eliminate publishing in the Yearbook the number of Champions produced or the numerical rankings for stud dogs, brood bitches and breeders of merit.

Policy and Procedure

In the first TTCA Yearbooks, the rankings were reprinted from such dog publications as Canine Chronicle and Kennel Review Magazine. Since the 1981 Yearbook, the TTCA has been calculating the Top 50 TTs according to the following procedure: One point was awarded for each dog beaten provided they placed Reserve or better. This means that points accumulate for BOB, BOS, Best of Winners, Winners, and Reserve Winners (except for the 1987 and 1988 Yearbooks).

I subscribe to the AKC Awards Publication, which prints the winners of all AKC shows. Each dog who wins winners or better receives breed and all-breed points based on how many dogs

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beaten. (See Attachment #3)

For example, on May 8, 1999, at the Bucks County KC Dog Show, the following dogs were given points for dogs beaten:

Winners Dog - 19 points(20 class dogs)

Best of Winners (Bitch)- 47 points (beat 20 class dogs and 27 class bitches)

Best Of Opposite (Dog)- 29 points(beat 29 dogs in competition, including classes and specials)

Best of Breed - 63 points(beat 63 dogs in competition, including classes and specials)

Group 3 - 214 all-breed points (beat all the non-sporting dogs in competition, except the Standard Poodle and the Schipperke)

Here's another example where BOS beat the Best of Winners. On May 9th, at the Trenton KC Show, the points were awarded as follows:

Best of Winners (Dog)- 27 points (beat 10 class dogs and 17 class bitches) Winners Bitch - 16 points (beat 16 class bitches)

Best of Opposite (Dog) - 35 points (beat 18 dogs in competition incl. classes and specials, and 17 class bitches.

You count the class bitches because the Best of Winners beat the bitches and BOS beat the Best of Winners.)

Best of Breed - 40 points (beat 40 dogs in competition, including classes and specials).

The Top 50 Rankings are printed in the Journal/Yearbook with columns indicating Breed points and All Breed points, Best in Show, and Group Placements. See Attachment #3.

This method of calculating the top 50 Tibetan Terriers which has been in place for almost 20 years, and gives a greater number of dogs a chance to make the list. This is a very time consuming job! Many other breed clubs only count @ Best of Breed and Group wins for their official statistics. This is also true of the Kal Kan Pedigree Award system the Chronicle, and Show sight rankings. Hence, there is a difference in the numbers calculated by our TTCA system and others such as the Pedigree Award. I have begun publishing the Pedigree Award rankings (top 5) in the Yearbook to commend the dogs who are winners using Best of Breed points only.

Registration Statistics

The number of litters and dogs registered with the AKC is found in the back of the AKC Gazette Magazine each month. The comparison of the current year verses the previous year is shown in columns. See attachment #4.

Obedience Statistics

In past years, we have reprinted the Delaney and the Shuman Rating System from the summer issue of Front and

Finish Magazine. Also, Maryann Grodecki created a rating system for Novice dogs. Currently, Jean-Marie

Schaardt has volunteered to compile these statistics, using the three different rating systems.

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Agility Statistics

Maryann Grodeclod created the current rating system for Agility. She has resigned from the statistics committee, and I am currently looking for her replacement.

Other Statistics that members have asked to be printed:

Westminster KC Show winners

Tibetan Terrier Best in Show winners

X. TOP 20 INVITATIONAL COMMITTEE

Motions:

2000-01 Moved that Jackie Galinsky be appointed as Chair of the TTCA Invitational Committee for 2001 to replace Dennis Gunsher who has declined to serve.

4/19/00 Moved to establish a Committee to continue holding an Invitational event consisting of the Top Twenty in conjunction with National Specialties; the Committee will be self-supporting and continue using the guidelines used by the Bay Colony Club in 1999.

Y. WORLD CONGRESS PLANNING COMMITTEE

Motions

2000-01 Moved that Peggy Kunau be appointed as Co-Chair of the World Congress Planning Committee to replace Dennis Gunsher who has declined to serve.

1998-99 Mail Ballot: Moved that Bay Colony TT Club shall serve as local host for the 2003 World Congress, on behalf of the TTCA, which event is to be held in conjunction with the National Specialty at a location in the Boston area on appropriate dates in the Spring or early Summer of 2003. In selecting the dates for these events, the BCTTC shall take into consideration the desires of members of the World Congress, as well as the members of the TTCA, so as to obtain maximum participation. The Secretary of the TTCA is directed to notify the appropriate officers of the World Congress of the designation of BCTTC to serve as local host on behalf of the TTCA.

Further moved that a World Congress Planning Committee be established to determine the program to be presented at the World Congress meeting, with Dennis Gunsher (President of the BCTTC) and Bob Kreis (Chairman of the National Show Committee of the TTCA) to serve as Co-Chairmen. Additional members of this Committee shall be appointed by the Chairmen and may include members of the TTCA Board, members of TTCA Committees, as well as other TTCA members, with the goal of obtaining broad participation in the planning of this event. The BCTTC Show Committee shall report on its activities to the National Show Committee

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Chairman in the normal manner, and the World Congress Planning Committee Chairmen shall report regularly to the TTCA Board on the Committee's progress in planning the program for the World Congress meeting.

Z. NEWSLETTER COMMITTEE

Motions:

9/01/11 the Board voted by consensus on an action to discontinue offering newsletter subscriptions to non-members of the TTCA

7/14/11 Motion to Dissolution of the Publications committee. The Board determined that the Newsletter and the Journal should be committees on their own right and report directly to the Board. (Approved 7-14-2011 by consensus)

5/17/11 There was discussion regarding the extensive results published in the newsletter for TTCA sponsored events. There was general consensus amongst the Board that competition results should be kept at a minimum except for the national specialty which will receive more detailed results.

5/17/11 Motion to change the requirements to the following:

The Newsletter editor should include in the first Newsletter following the National the placements for each class, but you do not need sire, dam, reg #, birth date (exception would be ok for vets) etc. We do need to avoid what approximates a marked catalog.

Regional's and Supported entries, should not be reprinted in the Newsletter. The only exception is if we ever need something as a filler and then we need a brief format.

The motion was approved unanimously.

5/17/10 Motion to allow annual subscriptions to the TT Times to non TTCA members. The annual subscription rate shall be the cost of an annual single membership fee. The motion was approved unanimously.

3/28/08 Vote by membership at Annual Meeting to rename the Newsletter the TT Times.

5/15/06 Motion made that the Board establishes guidelines for the Newsletter Litter Basket as follows A) Potential advertisers will submit the name of the sire, dam, breeder, whelp date, number of puppies and sex of puppies. B) Copies of OFA and CERF forms indicating the sire and dam are clear of disease. C) In addition all ads will contain facts only without additional embellishments. Motion passed.

5/24/04 Approved by Board Consensus: Litter Basket guidelines require OFA or PENN Hip certification and current CERF numbers of sire and dam for inclusion in the newsletter

5/5/99 Board Consensus: The General meeting minutes are to be included in the Newsletter as well as all motions made at the Board Meeting. Also a calendar of events is to be included in the Newsletter.

5/5/99 Moved to include in the Newsletter more feature articles and other informative content.

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8/25/9 Moved to send directives to the Newsletter Editor and all future editors.

5/23/95 Moved that a list of Regional Clubs and contacts be published in the Newsletter.

1993/94 Mail motion: Move that the voting record of each board member be published on a monthly basis in the Newsletter. It would not be necessary to include voting records for election of new members.

6/5/91 Move that the Newsletter editor never publish an unsigned or anonymous article or letter.

8/26/88 Moved that brags be published free in available space.

Policy and Procedure

TTCA will begin publishing the Gazette articles in the newsletter.

The Editor shall give best effort to publishing at least 10 issues of the Newsletter per year. Each publication should try to be within the single first class stamp. The Board has given leeway to this cost as long as funds for publications remain plentiful.

Newsletter Editor Directives:

Directive to the Newsletter editor i.e.: printing of letters from the Board/Membership

1. Letters from members that contain pertinent information to the membership, discusses appropriate TTCA business or letters of a general nature that would be of reasonable interest to the membership shall be published in the monthly newsletter on a space available, first come basis with a 250 word limit.
2. Letters from Board members or committee chairs should be printed completely regardless of length. However, this does not permit excessive abuse of the 250 word limit to members. If a question regarding length arises, the President should be contacted.
3. Any letter that is in poor taste, uses abusive language, attacks or accuses another person, has nothing of interest or concern to the nature of our publication and club (TT and pure bred dog related) or attempts to discredit the TTCA or its board, committees, etc., should not be published by the Newsletter editor. All letters that a reasonable person would consider to have the above components or may be in doubt should be forwarded to the President, who will make the decision singularly or consult the board regarding the appropriateness of the letter(s).
4. In the case whereby a issue facing the membership has two or more reasonable points of view, letters of good taste should printed. The

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newsletter editor should print all sides and in equal # of letters in the same issue.

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5. Any time there is a questionable letter the editor shall consult the President.
6. The Newsletter editor should include in the first Newsletter following the National the placements for each class, but you do not need sire, dam, reg #, birth date (exception would be ok for vets) etc.
7. Regional's and Supported entries, should not be reprinted in the Newsletter. The only exception is if we ever need something as filler and then we need a brief format.

AA MEET THE BREEDS COMMITTEE

Motions:

11/24/11 the Board voted by consensus on an action to create a Meet the Breeds Committee chaired by Michael McLoughlin.

Policies and Procedures

The objective of the committee will be to provide support and guidance for Meet the Breeds events across the country. Any TTCA member interested in serving on the committee should contact the chairperson, Michael McLoughlin.

AB PROCEDURAL MANUAL COMMITTEE

Motions:

Policies and Procedures:

Job Description:

The Procedural Manual Committee Chairman is to receive the minutes of Board motions from the Recording Secretary, properly format them for the Procedural Manual and submit them to the Recording Secretary and the President for dissemination to the Board and to the Web Site designer to update the PM downloads section"

AC JUDGES EDUCATION COMMITTEE

Motions

5/25/09 Moved to purchase AKC Non-Sporting video for presentations. Motion passed unanimously

5/28/07 Moved to appoint an Education Coordinator to work with the chairmen of the three committees (Breeder Education, Member Education, Judges Education)

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5/28/07 Moved that Sue Carr be the coordinator

5/16/05 Motion to revert to \$500 for the current year. Motion passed unanimously.

3/20/01 Board Consensus: That the TTCA mentor guidelines, which go beyond the AKC guidelines, for being a breed mentor be retained. Also agreed not to use the separate AKC requirements for handlers to act as mentors.

4/19/00 Moved by to appoint an Education Coordinator to work with the chairmen of the three committees (Breeder Education, Member Education, Judges Education). Motion carried.

4/19/00 Moved that Sue Carr be the coordinator. Motion carried

6/3/98 Board Consensus: At every National Specialty we have a Judge's Education Seminar and at the Regionals if possible.

5/23/95 Moved that we require that all judges of our breed to return a confirmation that they wish to receive a yearbook.

4/21/93 Moved that for future Judges Education seminars, that the committee provide a final outline to the board for approval.

Policy and Procedure

- *Ask for and select facilitators to present seminars based not only on their knowledge of the breed and dogs in general but their ability to transfer this knowledge to interested parties. Facilitators must be able to present material approved by the Board of Directors and be objective in their presentation without promotion or disapproval of individual animals, breeders or lines.
- *Establish rules and guidelines to be applied by facilitators of the education committee, i.e. Under no circumstances should dogs currently being campaigned ever be included in any seminars; this not only is ethically unsound, it leads those attending the seminar to question the educational content and purpose of including the campaigned animal.
- *Select qualified facilitators in different areas of the country who can effectively conduct seminars for various judges' groups
- *Develop content material to be made available to facilitators for seminar presentation
- *Develop material to be made available to judges for a nominal fee to help them in their understanding of the Tibetan Terrier; i.e. the Chow Club has an excellent "picture" synopsis of their standard. This idea could be further expanded into a slide program that would be useful by facilitators in their presentation. The Boston Terrier has excellent illustrated materials showing correct head, outline etc.
- * Establish a directory of Judges Groups or utilize the resources of the AKC to notify them of our programs, mentors and available materials. These notifications will also be made available on the TTCA website.

Job Description

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1. To ensure that the Guidelines adopted by the Tibetan Terrier Club of America, Inc. are followed in all presentations.
2. To maintain and further develop materials for the Judges' Seminar handbook, which is given out to all participating in a TTCA-sanctioned seminar, judges' breed study group or workshop. This will also include the Illustrated Guide to the Tibetan Terrier.
3. To encourage experienced breeders representing all regions of the country to learn how to serve as a Club-approved Presenter, and to train the volunteers. Guidelines for Breed Mentors have been approved which contain the requirements for mentoring.
4. To provide Presenters with materials such as the Seminar handbook, Illustrated Guide and other materials that have been prepared for use as feedback and record-keeping aids.
5. To encourage judges' study and workshop groups throughout the country to offer presentations on our breed and to utilize, whenever possible, a Club-approved Presenter (mentor).
6. To offer a Judges' Breed Study Group at each annual National Specialty, using the format of and materials available from the American Kennel Club.
7. To respond to inquiries from judges or aspiring judges of the Tibetan Terrier with information about planned seminars and by sending, on request, basic breed informational materials. Many of these materials are also available on the TTCA website.
8. To appoint members to the committee able to assist the Chairman. Well-informed breeders are needed for tasks that require thorough understanding of the Standard for Tibetan Terriers. Less experienced breeders should also be encouraged to participate in the work of this committee to gain experience by assisting in such tasks as monitoring the GAZETTE for upcoming judges' seminars and by assisting in Club-sponsored or approved presentations.
9. To maintain a record of judges who have participated in the annual Judges Breed Study Group at the National Specialty which includes both classroom and hand-on experience as well as ringside mentoring at the National Specialty. These participants will receive a certificate upon completion of this Breed Study Group and this record should be maintained for AKC purposes. It is advisable to send a list annually to the TTCA Secretary to also maintain these records.

TTCA Judges Mentoring Program

PURPOSE

The purpose of establishing a formal Mentoring Program is to recruit those individuals possessing in-depth knowledge and experience within the breed, to be long-term advisors and provide ongoing education to judges (approved, provisional, and those preparing to apply for the breed). Mentors will be responsible for the following educational activities:

Judges Education Seminars - Members will be asked to be available as requested by Judges Study Groups to present the Board approved TTCA seminar under the guidelines established by TTCA. This will include, wherever possible, hands-on experience with Tibetan Terriers. The focus of these presentations will be to teach the fine points of breed type and to provide judges further understanding of the Standard and its relationship to the heritage of the breed. Presenters must be able to be objective in their presentation without promotion or disapproval of individual animals, breeders or lines.

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Ringside Discussion - At shows with sizable entries, including Regional and National Specialties, mentors will be available for ringside discussion and education. Judges will be encouraged to take this opportunity to speak to different mentors to get an overall understanding of the breed.

Kennel Visits - Visits would be ongoing and continuous. Judges would have “hands-on” experience with litters and dogs of different ages. They would also have the opportunity to evaluate dogs on a long-term basis, sharing thoughts and observations and a developed understanding of the breed with their mentors.

Both mentor and student judges should avoid situations that may give the impression of impropriety or involve a conflict of interest.

Where possible, judges should consider having more than one resource for the breed. Mentors will emphasize that judges should reward excellence in breed type above such considerations as skilled grooming and handling.

Requirements:

To be considered as a Mentor, individuals must be members of TTCA in good standing; possess effective communication skills and the ability to convey knowledge; must have objectivity, breed knowledge and the willingness to refer to other resources when necessary; and be willing to undertake a long-term commitment which will include Judges Education Seminars, Ringside Discussions and Kennel Visits as described above. Mentors should have a minimum of 12 years experience in the breed, and have finished or bred at least 4 champions. Members of TTCA who do not meet these requirements may gain valuable experience by assisting in Club sponsored or approved presentations but will not be listed as a Mentor.

AD LEGISLATIVE LIAISON COMMITTEE

Motions:

5/28/07 A motion was made to create a legislation committee with responsibility to monitor dog related legislation and notify the Board when necessary and to put things in the newsletter when necessary to keep membership informed. The motion passed unanimously.

Policy and Procedure

Job Description

AE PERFORMANCE COMMITTEE

The performance committee is a long standing committee which promotes and encourages the participation of members in the various performance activities including, but not limited to, obedience, rally, and agility.

Job Description

Tibetan Terrier Club of America Committees

Motions:

5/18/2015: Board clarified that it is the responsibility of Performance Committee for putting on the performance portion of a National Specialty.

4/07/13 A motion was made to include the performance committee in the procedural manual. The motion passed unanimously.

Policy and Procedure

5/18/2015: Board clarified that it is the responsibility of the Performance Committee for putting on the performance portion of a National Specialty.

AF PUBLIC EDUCATION COMMITTEE

10/28/2018: Cindy Douglass approved as a Breed Ambassador

1/16/2019: Karen Tromblee approved as Chairman

5/26/2019: Joyce Killinger approved to join the Breed Ambassador Program.

Tibetan Terrier Club of America Committees
