

# Policies & Procedures Manual

Includes all material published through and included in the  
*June 2020 Old English Times and Meeting Minutes through May 2020*

## PREAMBLE

The yearly updating of the **Policies and Procedures Manual** shall be published on the OESCA website. Paper copies may be available from the Corresponding Secretary, if needed, at a cost of \$10 (US) per copy. The Recording Secretary shall update and maintain additions or amendments to this **Manual** as necessary.

## I. CLUB PUBLICATIONS

### A. GENERAL TERMS AND CONDITIONS

1. Breed advertisements in all OESCA publications must be limited to "statement of fact" and limited to members only.
2. The editors of all OESCA publications shall have editorial privilege with respect to limitations of "statement of fact."
3. Checks payable in U.S. funds made out to the Old English Sheepdog Club of America, Inc. must accompany all advertising copy.
4. The use of the term "International Champion" shall be limited in all OESCA publications to those dogs who have earned this title under Federation Canine International rules.
5. All committee reports appearing in OESCA publications shall be submitted in the name of the chairman only, with no reference to kennel names.
6. The by-laws and the Code of Ethics will be published on the OESCA website.
7. All monies owed to OESCA must be sent to the Treasurer no later than 30 days from receipt by the responsible party -- secretaries, committee chairs, project chairs, specialty chairs and others.
8. Any member leaving a position in the Old English Sheepdog Club of America shall have 90 days to apply for reimbursement of money owed.

### B. OLD ENGLISH TIMES

#### 1. Advertising

- a. Advertisements that are intended to make a political statement, submitted by either an individual or a group of individuals, will not be accepted for publication in the ***Old English Times***.
- b. The advertising rates for the ***Old English Times*** shall be shown in the following schedule (2019 pricing):
  - Full page with one photo (b/w): \$70.00
  - Full page color with one photo: \$110.00
  - Half page with one photo (b/w): \$40.00
  - Quarter page with one photo (b/w): \$25.00
  - Quarter page for new prefix Championship title with one photo (b/w): \$15.00
  - Quarter page for titled Senior Citizen (10 years and older) with one photo (b/w): No charge
  - Front Cover\*: \$500.00 \*plus additional expenses
  - Inside front cover with one photo (color): \$200
  - Inside back cover with one photo (color): \$150.00
  - Back cover with one photo (color): \$300.00
  - Extra photos (each): \$5.00

- Contact OESCA Treasurer for payment, if not paying by check.
- c. Advertising on the front cover of the **Old English Times** shall be available to OESCA members at the rate of \$500.00 per issue \*(plus additional expenses), with approximately one eighth page devoted to factual information about the cover and include the statement: "ad paid for by (insert name), which will be located inside the **Old English Times**. The cover shall include the picture of the dog, with or without a person, but only the dog's name may appear on the cover.
  - d. The **Old English Times** shall accept advertising of breed and boutique related nature from individual members, and also advertising submitted by regional Old English Sheepdog clubs publicizing their events.
  - e. In keeping with AKC policy, the term "Best in Show" may only be used to reference all breed Best in Show wins. Reference to any title or win not attained in the U.S. must be qualified by country of origin.
  - f. All rankings stated in advertising shall reference the appropriate AKC point system (Breed, All-breed, NOHS, etc.) and time period of the ranking.
  - g. Nonmember advertising of boutique type items may be accepted by the Editor of the **Old English Times** at the rate of \$70.00 per full page and \$35.00 per half page, at the discretion of the Editor.
  - h. The New Title quarter page, reduced rate advertisement, shall be limited to include the name of the new AKC or CKC title, information pertaining to the title win, name of sire and dam, breeder (optional) and owner. This cannot be used as credit allowance against a larger advertisement.
  - i. Each member club shall be entitled a single page ad to be provided in the **Old English Times** to member clubs for advertising their Annual Specialty free of charge. (One page per year, or Two ½ pages for clubs who have more than one specialty at different times of the year).
  - j. Free ads are limited to ¼ page for the death/memorial of a person. Anything over ¼ page must be paid for by the member(s) submitting the ad.

## 2. Editor and Article Responsibilities

- a. It shall be the responsibility of the **Old English Times** Editor to solicit original advertising and general interest articles relevant to the Old English Sheepdog to incorporate material submitted by committee chairpersons, and publish membership sponsored display advertising. When in doubt regarding suitability of material, the Editor shall seek Board approval.
- b. Each OESCA board member and committee chairperson shall be encouraged to submit original articles for publication in the **Old English Times**.
- c. The Treasurer shall provide the Corresponding Secretary with a complete listing of all members whose dues were paid on or before November 30th. The September issue of the **Old English Times** will state a warning about the deadline for paying dues. The Corresponding Secretary will provide the Editor with a separate list of members who have not renewed their dues by the November 30 deadline. Those whose dues are not received by November 30 cease to be members in good standing of OESCA.
- d. The following club officials are required to submit articles during each club year for publication in the Old English Times: Judges Education Committee (1), Health and Research (4), Historian and Librarian (2), Regional Clubs (1), Performance (2), Welfare & Rescue (3) and Regional Directors (2 each).

## 3. Costs

- a. The maximum unsupported (non-advertising) cost (excluding postage) per issue of the

**Old English Times** should not exceed \$2,200.00.

4. Cover

- a. The **Old English Times** cover shall be standard with the name and date of publication and appropriate photograph(s) or art work with non-identifiable dogs chosen at the Editor's discretion. For policy on paid advertisements on the **Old English Times** cover, refer to section I.B.1 .b. & c.

5. Publication of Club Sponsored Material

- a. A quarter page layout, including photograph, name of dog, sire and dam, champion get, breeder (optional) and owner, shall be provided in the **Old English Times**, without charge, to OESCA members whose dog has attained a Register of Merit certificate since January 1, 1978. This cannot be used as credit allowance against a larger ad.
- b. Photographs of the BOB, BOW, BOS, WD, WB, High in Trial, Best Junior Handler, and other winners' photographs selected by the Editor from those pictures available from the OESCA national specialty shall be published without charge in the **Old English Times**.
- c. A quarter page layout, including photograph, shall be provided in the **Old English Times** without charge, to OESCA members whose dog has obtained an American or Canadian championship or performance title and has reached the age of ten years, and shall be noted as a Senior Citizen. This cannot be used as a credit allowance against a larger ad.
- d. All new OES champions and performance titled dogs shall be listed in the **Old English Times** with the name of the owner, breeder, sire, dam, and date of whelping at no charge.
- e. A list of OES HAPPENINGS shall be listed in the **Old English Times** at no charge.
- f. Only OESCA member regional club's specialty results shall be accepted for publication, at no charge, in the **Old English Times**.
- g. The annual inventory of OESCA property shall be included with Annual Committee Reports.
- h. Annually, in the March **Old English Times** an acknowledgement of all monetary donations towards Rescue and Health & Research shall be listed by name.

6. Mailing

- a. All domestic mailings of the **Old English Times** shall be mailed via First Class.
- b. The **Old English Times** shall be mailed via surface to foreign members and foreign members will be charged the current foreign mail rate. Canadians will be charged applicable first class postage rates. Airmail rates are available to Foreign addresses and should be included with the dues.
- c. The Editor or a designated club member will prepare and mail the Canadian and overseas mailings of the OET from their residence due to many requests for duplicate mailings from the current mailing service. They will submit the postage receipts and be reimbursed accordingly.

7. Recipients and Subscriptions

- a. All new applicants for OESCA membership are to be placed on the mailing list for the **Old English Times** so that they receive this publication while their application is pending.
- b. Subscriptions to the **Old English Times** are to be offered at a rate of \$58. (US) per year, which includes postage. International subscriptions are subject to additional postage fees.
- c. Annual subscriptions of the **Old English Times** begin with the March OET for one year. Midyear subscriptions will be charged at a cost of \$15 per issue (for example, a person subscribing in July would be charged \$30, to cover the September and December issues). International subscriptions will incur additional postage fees.

## 8. Publication Schedule

- a. The ***Old English Times*** shall be published in the months of March, June, September and December.
- b. The deadline material submitted for publication in the ***Old English Times*** shall be the 25th of the month two months prior to the month of publication (i.e. the 25th of Oct. for the Dec. issue).

## C. REGIONAL NEWSLETTERS

1. Regional Directors shall send newsletters to their constituents as needed, with a goal of at least 2 per year, sent via email.

## D. INFORMATIONAL MATERIALS

1. Important OESCA informational materials, which shall be published on the OESCA website, include:
  - a. The OES Breed Pamphlet
  - b. The Article "Buying and Owning an OES"
  - c. The AKC Breed Standard and OESCA Illustrated Breed Standard
  - d. OESCA Membership Application
  - e. OESCA Code of Ethics
  - f. Bylaws
2. Any of these materials may be shared for educational purposes to prospective new OES owners, printed and distributed at educational forums, meet-the-breed events, etc.

## E. YEARBOOKS

1. Yearbooks will be published only if and when there is sufficient member advertising participation (approximately 100 pages of paid advertising).
2. Yearbooks shall be distributed only to those members currently in good standing at the time of distribution. Former members who placed advertisements in such Yearbook shall also receive that publication.
3. A copy of each Old English Sheepdog Club of America Yearbook shall be sent by the Editor to the AKC Library, the Old English Sheepdog Club of England, the Cleveland Library, the Old English Club of Greater London and two copies to the OESCA Historian.
4. All Regional Directors should participate in the Yearbook, highlighting activities in their region during the period, and the President should also provide an article.
5. The Yearbook Editor should submit, for board approval, a monthly report on the status of the advertising receipts as well as projected financial commitments for the next reporting period. A summary of the non-advertising input and page count estimate should be submitted for review.
6. Participation in the Yearbook shall be limited to members of the OESCA and no commercial ad shall be accepted.
7. Proposals for the preparation and printing of OESCA Yearbook shall be presented to the Board and include following information:
  - a. Editor's resume/qualifications
  - b. Firm bid from printer
  - c. Projected budget, including projected per page cost to advertiser
  - d. Projected deadlines

8. The photographs used to illustrate the breed standard in the OESCA Yearbook shall be those of the National Specialty Best of Breed winners for the years covered in that edition.
9. If the Yearbook includes a separate section devoted to three-generation pedigrees, at the discretion of the Editor, it shall be strictly for those dogs advertised in that particular Yearbook.
10. Member clubs with rescue programs may take one full page ad pertaining to rescue at a rate of 50% of the published rate.

## II. AWARDS AND TROPHIES

All Annual Awards shall be presented at the National Specialty Banquet unless specified otherwise, and must be requested with proper documentation at least 60 days prior to that event and subsequent presentation, unless otherwise noted.

### A. CH FEZZIWIG CEILING ZERO

1. The OESCA shall award annually the Ch. Fezziwig Ceiling Zero Memorial Award to the member-owned Old English Sheepdog, dog or bitch, which has won an All-Breed Best in Show and which produces the greatest number of offspring attaining a group placement or OESCA National Specialty Best of Breed in that calendar year.
2. The Ch. Fezziwig Ceiling Zero Award shall be "member applied" and in April of the year following the one in which it was earned, applicants shall fill out a form to be found on the OESCA website and submit it to the Show Reports and Statistics Chairman.

### B. JUNIOR SHOWMANSHIP

1. The OESCA shall annually recognize and award the OESCA Junior Showmanship Award to the Junior Handler who has accumulated the most points, per the AKC point system, at the National Specialty Banquet.
2. Points for the Junior Showmanship Award are tabulated by AKC, based on the qualifying period of July 1st through June 30<sup>th</sup>. The point system is outlined on the AKC website here: [http://cdn.akc.org/kids-corner/New\\_AKC\\_Junior\\_Recognition\\_System\\_2.pdf](http://cdn.akc.org/kids-corner/New_AKC_Junior_Recognition_System_2.pdf). The Junior Showmanship rankings by breed and year may be obtained here: [https://www.apps.akc.org/apps/junior-recognition-program/index.cfm?ctrl=get&num\\_year\\_yyyy=2019&cde\\_bvg\\_num=820&cde\\_competition\\_type=Junior+Showmanship#jrp-results](https://www.apps.akc.org/apps/junior-recognition-program/index.cfm?ctrl=get&num_year_yyyy=2019&cde_bvg_num=820&cde_competition_type=Junior+Showmanship#jrp-results)
3. The Junior must have a Junior Membership, OR a member of his immediate family must have a Regular Membership in the OESCA in effect at the time of his or her qualifying points are earned. The effective date of such membership shall, for this purpose, be the date on which the application for membership was received by the Club's Corresponding Secretary, if the membership is a renewal for the calendar year in which the qualifying points are earned by the junior, it must have been renewed by payment of dues received by the Treasurer on or before November 30<sup>th</sup>. No points shall be scored or accumulated by a Junior toward this award during any period in which the Junior or a member of the immediate family was either not a member of the club or was in a status of suspended or lapsed membership.

### C. MEMBER OF THE YEAR

1. Each year the President may select one or more recipients of the "Member of the Year Award" to be presented at the Annual Meeting or the National Specialty Banquet.

### D. OESCA PERFORMANCE PROGRAM

(effective 2017, as revised by co-chairs Judi Cunningham and Dawn Finch)

#### 1. PERFORMANCE DOG BRONZE, SILVER, GOLD & PLATINUM

- a. Open to all OESCA member-owned or co-owned Old English Sheepdogs.
- b. All awards are earned on a point system, as follows. Points earned in each performance category are cumulative. Points will be credited for the highest title achieved in each

performance area. Coursing includes both Coursing Ability Tests and Fast CAT. Conformation, Therapy Dog, Trick Dog, FDC, and CGC will not count towards these awards.

- c. Members must apply for this award by submitting the Performance Dog Award **application** by Email or mail to the OESCA Performance Chairman at least 60 days prior to the date of the banquet at the OESCA National Specialty. The Performance Chairman will verify the titles earned with the AKC and will prepare the award after verification. The awards will be presented annually at the National Specialty Awards banquet in the form of a rosette, to be paid for by the Performance committee, and a certificate bearing the award name, dog's name with AKC titles, owner's name(s), breeder(s) name, registration number, areas of accomplishment and the OESCA name and logo.
- d. An OESCA member whose dog earns a Performance Dog Award at the Bronze or Silver level is entitled to a black & white ad in the OET at 50 percent of the going rate for a quarter page or 75 percent of the going rate for a full page within the following year. An OESCA member whose dog earns a Performance Dog Award at the Gold or Platinum level is entitled to a full page black & white ad in the OET at no cost. The Performance Chairman and OET Editor will jointly coordinate the development of one issue of the OET each year with a performance event emphasis to promote OES participation in performance events and to showcase and acknowledge Performance Dog Award recipients.
- e. A Performance Event section will be established on the OESCA website and edited by the Performance Chairman or their designate. The names and photos of Performance Dog Award winners will be posted in a recognition subsection with permission of the dog's owner/handler. One photo is allowed per dog for the highest award earned.
- f. Recipients of Performance Dog Awards will be identified in the OESCA Yearbook and the OET.
- g. Additions or changes to the program, including new venues or titles, due to changes implemented at the AKC can be updated **yearly** as initiated by the Performance Chair(s) with the written approval of at least 12 additional OESCA members who are actively competing in a performance venue. Changes will be presented to the OESCA Board for approval.

## 2. PERFORMANCE DOG BRONZE REQUIREMENTS

- a. An Old English Sheepdog must have earned titles in at least 3 of the 9 following AKC performance venues: Agility, Herding, Obedience, Rally, Tracking, Scent Work, Barn Hunt, Coursing, or Diving Dog, with a total of not less than 12 points.

## 3. PERFORMANCE DOG SILVER REQUIREMENTS

- a. An Old English Sheepdog must have earned titles in at least 3 of the 9 following AKC performance venues: Agility, Herding, Obedience, Rally, Tracking, Scent Work, Barn Hunt, Coursing, or Diving Dog, with a total of not less than 18 points

## 4. PERFORMANCE DOG GOLD REQUIREMENTS

- a. An Old English Sheepdog must have earned titles in at least 3 of the 9 following AKC performance venues: Agility, Herding, Obedience, Rally, Tracking, Scent Work, Barn Hunt, Coursing, or Diving Dog. One of these title requirements must be both MX and MXJ (or both MXP and MJP), UDX, OM, GOM, both an RM and RAE, VST, TDX, HX or HXM with a total of not less than 24 points.

## 5. PERFORMANCE DOG PLATINUM REQUIREMENTS

- a. An Old English Sheepdog must have earned titles in at least 3 of the 9 following AKC performance venues: Agility, Herding, Obedience, Rally, Tracking, Scent Work, Barn Hunt, Coursing, or Diving Dog. One of these titles must be a MACH, PACH, OTCH, POC, CT, RACH or HC with a total of not less than 30 points.

6. POINT SYSTEM

AKC Venue	Points	Titles Earned
Obedience:	2	BN
	3	PCD
	4	CD
	5	GN or PCDX
	6	CDX
	8	GO or VER
	10	UD or PUTD
	12	UDX or OM or PUDX
	15	GOM
	16	OTCH or POC
Rally:	2	RN
	3	RI
	4	RA
	6	RE
	8	RAE
	10	RM
	16	RACH
Agility:	4	NA, NAP, NAJ, NJP, NF or NPF
	6	OA, OAP, OAJ, OJP, OF or OFP
	8	T2B or T2BP
	10	AX, AXP, AXJ, AJP, XF or XFP
	12	MX, MXP, MXJ, MJP, MXF or
	14	PAX, PAD, PJD, PADP or
		PJDP
	16	MACH or PACH
Herding:	2	HT
	4	PT
	6	HS
	7	HSM
	10	HI
	11	HIM
	12	HX
	13	HXM
	16	HC

AKC Venue	Points	Titles Earned
Tracking:	4	TD
	10	TDX
	12	VST
	16	CT
Scent Work:	2	SCN, SIN, SEN, SBN or SHDN
	3	SCNE, SINE, SENE, SBNE or SHDNE
	4	SCA, SIA, SEA, SBA, SWN or SHDA
	5	SCAE, SIAE, SEAE, SBAE, SWNE or SHDAE
	6	SCE, SIE, SEE, SBE SWA or SHDE
	7	SCEE, SIEE, SEEE, SBBE, SWAE or SHDEE
	8	SCM, SIM, SEM, SBM, SWE or SHDM
	9	SCME, SIME, SEME, SBME, SWEE or SHDME
	10	SWM
	11	SWME
	12	SWD
Barn Hunt:	2	RATN
	3	RATO
	4	RATS
	6	RATM
	10	RATCH
Coursing:	2	FCAT or CAX
Diving Dog	2	Dock Diving ( <i>any title level</i> )
	4	Air Retrieve ( <i>any title level</i> )

#### E. CONFORMATION

1. The OESCA shall offer a certificate honoring the top champion producing member- owned sire and dam, to be presented each year at the National Specialty Awards Banquet or Annual Meeting.
2. The OESCA shall offer a certificate honoring (1) the top winning member-owned dog or bitch by all-breed points, and (2) the top winning member-owned dog or bitch by breed points. These awards will be presented at the National Specialty Awards Banquet or Annual Meeting.
3. OESCA shall offer a certificate honoring the Top Owner-Handled dog for breed points, the Top Owner-Handled dog for all-breed Points, and the Top Owner-Handled dog as determined by the AKC National Owner Handler Series (NOHS). These awards will be presented at the National Specialty Awards Banquet or Annual Meeting.
4. During the month of June of each year, the Show Reports and Statistics Chairperson shall determine: (1) The top winning dog member-owned and handled by breed points, (2) The top winning dog member-owned and handled by all-breed points. Written verification from the OESCA member- owner-handler must be procured prior to the National Specialty Awards Banquet or Annual Meeting.
5. A separate list of the top 25 OES by breed points shall be compiled and published annually in the *Old English Times*.

#### F. REGISTER OF MERIT

1. The OESCA shall award a Register of Merit Certificate to any member-owned dog who has sired five (5) AKC Champions of record, or any member-owned bitch which has produced three (3) AKC Champions of record. This certificate shall be awarded to the dog or bitch providing that its owner or one co-owner is a member of OESCA at the time the last champion is finished to complete the R.O.M. requirements.
2. This must be applied for by an OESCA member (owner, co-owner or breeder of the stud dog or brood bitch to be awarded). The statistics must be provided to the Awards & Statistics Chairperson.
3. The Conformation and Statistics Chairperson shall confirm, in writing, to the Award and Trophies Committee each R.O.M. award to be awarded at the next National Specialty Awards Banquet or Annual Meeting. This shall be done no later than 90 days from the date that the award is to be presented.
4. The award will be mailed if not presented at the Annual Meeting or Awards Banquet.

#### G. GRAND REGISTER OF MERIT

1. The OESCA shall award a Grand Register of Merit Certificate to any member-owned dog which has sired five (5) AKC Grand Champions of record, or any member-owned bitch which has produced three (3) AKC Grand Champions of record. This certificate shall be awarded to the dog or bitch providing that its owner or one co-owner is a member of OESCA at the time the last champion is



finished to complete the G.R.O.M. requirements.

2. This must be applied for by an OESCA member (owner, co-owner or breeder of the stud dog or brood bitch to be awarded). The statistics must be provided to the Awards & Statistics Chairperson.
3. The Conformation and Statistics Chairperson shall confirm, in writing, to the Award and Trophies Committee each G. R.O.M. award to be awarded at the next National Specialty Awards Banquet or Annual Meeting. This shall be done no later than 90 days from the date that the award is to be presented.
4. The Award will be mailed if not presented at the Annual Meeting or Awards Banquet.

#### H. SILVER SPOONS

1. The Treasurer will be in charge of the Silver Spoons. Individuals qualifying for and wishing to purchase spoons should contact the Treasurer in writing.
2. The OESCA shall offer for purchase a silver demitasse spoon for American and Canadian championships and obedience Titles. A dog can qualify for more than one spoon. Only OESCA members are eligible to purchase the club's spoon awards, and the purchaser must have been a member in good standing at the time the title was earned and at the time of application (for the award). In the case of a co-owned dog, at least one owner must be an OESCA member, and OESCA member co-owners are eligible to purchase these awards.
3. The OESCA shall charge club members, who are entitled to purchase the silver demitasse spoons, the current cost (2019, \$175. per spoon) plus \$10.00 for postage and handling, for each spoon.
4. The OESCA shall donate one silver demitasse spoon as a trophy for the following member wins only: BOB at the OESCA National Specialty and Regional Specialty following the National, unless the Regional is hosted by the local member club (in which case the local club may purchase).
5. Member clubs may purchase a spoon for their local specialty (up to 2 per year) at the current cost (2019, \$175. per spoon, plus \$10 shipping) for the Best of Breed winner, providing the dog is owned by an OESCA member.

#### I. TROPHIES

1. All unawarded regular trophies from OESCA sponsored events should be forwarded to the next National Specialty Show Chair, at the expense of OESCA, for distribution at a future OESCA event. Unawarded trophies from National Specialties that are unique to the event and therefore unsuitable for future award, shall be used to fundraise for future National Specialties (raffles, auctions at the National, online auctions) at the discretion of the Show Committee.
2. Due to the value of the OESCA Perpetual Trophies and excessive shipping and insurance costs, these trophies shall not be displayed at any event other than the OESCA National Specialty.
3. In 2018, Membership voted at the Annual Meeting to only ship the top portion

(without bases) of some of the perpetual trophies to each National, and every three years the entire group of trophies will be displayed with updated engraving on the bases. All trophies and bases will be stored centrally in a climate controlled facility in Ohio.

4. All perpetual trophies were photographed at the 2018 National Specialty such that they can be retouched into future win photos, as well as featured on the website.
5. All perpetual trophies will be featured on the website, with a list of all historical winners for each trophy.
6. Certificates shall be awarded for member owned wins of the perpetual trophies at the OESCA National Specialty Show after OESCA membership has been confirmed.
  - a. Certificates related to the Performance Perpetual trophies to be issued by the Performance Chair(s) to avoid certificates being sent to the wrong recipients. All information should be confirmed by the Performance Chair(s) before the trophies are engraved.
7. The means for shipping and insuring the Perpetual Trophies to and from the OESCA National Specialty shall be determined by the Board and National Specialty Show Chair.
8. Each year the National Specialty Chairperson shall provide the Board with an official list of winners for the purpose of engraving the club's perpetual trophies. The Recording Secretary shall maintain a separate record of all names engraved on the club's perpetual trophies.
9. The Awards & Statistics Chairperson shall solicit from appropriate committees the information necessary to prepare the annual awards. This information must be provided to the Chairperson no later than July 1st of each year.
10. For information regarding trophies offered at OESCA National Specialties See Addendum A.
11. Ch. Maidstone Debutante of To-Jo Award: The Ch. Maidstone Debutante of To-Jo award shall be offered annually to the top producing member-owned bitch and presented at the National Specialty Awards Banquet. It is a non-retireable trophy and the OESCA shall bear the expense of shipping, engraving and insuring the trophy. A Certificate will be presented to the winner at the Annual Meeting or Awards Banquet if the actual trophy is not on display.
12. Banners shall be stored with the perpetual trophies.
13. In 2018, the Board approved the purchase of 5 raw-metal/non-coated sculpted trophies to be offered for National Specialty BOB for the years of 2019 through 2023, at a total cost of approximately \$500.

#### J. 25 YEAR MEMBERSHIP PINS

1. An award for 25 years of membership in OESCA (not necessarily continuous) shall be available upon written application to the Corresponding Secretary or by checking the appropriate box on the annual membership renewal form. Upon verification of membership by the Vice President, Secretary, or Historian, the member will be notified by mail that the pin will be presented at the next National Specialty Awards Banquet or Annual Meeting.

#### K. TOP AWARDS

1. OESCA certificates shall be offered annually to acknowledge the top champion-producing kennel for the year and the top champion-producing kennel of all-time. In order to receive a certificate, the primary kennel owner must be an OESCA member in good standing. The certificate shall bear the name and logo of OESCA, the kennel name, award received and signatures of the President. The certificate shall be awarded to the primary kennel owner.
  - a. Annual Top Producing Kennel
  - b. All Time Top Producing Kennel

#### L. VERSATILITY AWARD

1. An OESCA member-owned dog that earns AKC Awards in three (3) different areas shall be eligible to receive a Versatility Award. Any eligible title earned from the AKC and/or a Canine Good Citizen certificate represents an award. Members may apply for this award by submitting the application, via e-mail or mail, to the performance chair(s) 60 days prior to the date of the banquet at the National Specialty. The awards will be presented at the banquet in the form of a certificate bearing the award name, dog's name, registration number, fields of accomplishment and the OESCA name with logo. An OESCA member whose dog earns a Versatility Award is entitled to a reduced rate ad in the *Old English Times* at a rate of \$15.00 for a quarter page.

#### M. HERDING INSTINCT CERTIFICATE

1. An OESCA certificate for the completion of herding instinct certification, as outlined in the OESCA Herding Instinct Program, shall be presented to OES passing an instinct test at the National Specialty. In order to receive an OESCA certificate, the dog must be owned or co-owned by an OESCA member in good standing. The certificates shall bear the name and logo of OESCA, the dog's registered name, registration number, date of test, owner's name and title granted. The Herding Certification chair will provide the list of eligible recipients to the Trophies & Awards Committee chair 60 days prior to the Annual Meeting. (Excerpted from the Herding Instinct Certification Program Manual, pages 2-3.)

### III. NATIONAL SPECIALTY & ANNUAL MEETING

#### A. BIDDING TO HOST EVENTS

1. All "letters of intent" and "bids" to host an OESCA event must be supported and signed by a minimum of five (5) non-related OESCA members.
2. Bids to host an OESCA event must include, at minimum, the proposed dates, general location, chairperson and treasurer. Although this is not necessary for "letters of intent", it is understood all of the above conditions and guidelines prevail for "bids".

#### B. COMMITTEE AND RESPONSIBILITIES

Any member receiving money owed to the OESCA must send the money to the OESCA Treasurer no later than 30 days from receipt.

1. The chairperson for all OESCA sponsored events shall be an OESCA member. In the case of the National Specialty, the respective Regional Director shall serve as assistant chairperson.
2. The OESCA event treasurer shall be an OESCA member.
3. Each National Specialty Committee Chairperson is required to purchase the **AKC Show/Trial Manual** (Red Book) for the use by the specialty committee for that year, and must be available on site at the show. The cost of the **Manual** shall be submitted as an expense for the event.
4. The OESCA National Specialty Show Committee may make arrangements to digitally record the Specialty at a cost not to exceed \$500.00. All original recordings shall be the property of OESCA. In some years a videographer may not be available or affordable.
5. One marked copy of the National Specialty catalog shall be sent, within 30 days of the event, to the National Specialty Trophy Chairperson or National Specialty Chair for the subsequent National, for the purpose of providing accurate information for the engraving of the Perpetual Trophies.
6. One marked copy of the show catalog shall be sent to the Editor of the ***Old English Times***, two marked copies shall be sent to the Historian/Librarian. One marked copy and all excess catalogs shall be kept by the show chair for a period of 6 months for purchase. One marked copy to the subsequent show chair for engraving purposes.
7. Each OESCA National Specialty Show Committee, as duly selected each year according to the OESCA **Policies and Procedures Manual** and the **OESCA Guidelines for the National Specialty Show**, may adopt and use a word(s), name, symbol, or device, or any combination of these, hereinafter called its "MARK", to identify the National Specialty being conducted by that Committee for the purpose of distinguishing each National Specialty Show from previous and subsequent National Specialty Shows. Such adoption and actual use of such "MARK" by each respective National Specialty Show Committee shall cause such "MARK" to become its property. It shall therefore be the policy of OESCA that only individuals/businesses /corporations/others duly authorized in writing by each respective National Specialty Show Committee shall be able to use that Committee's "MARK" for any purpose during or after the National Specialty Show for which such "MARK" is adopted and used by the Committee.
8. All OESCA sponsored specialties shall offer obedience and junior showmanship classes. Additional performance events (herding, agility, rally, Fast CAT) should be included at National Specialties if locations are appropriate and available.
  - a. Herding at the National may be opened up to all breeds to ensure the event is cost effective.
9. Telephone calls made by chairpersons for the National Specialty to judges approved by the AKC to judge that event, for the purpose of determining travel arrangements and accommodations, shall be accepted for reimbursement.

#### C. DATES

1. All dates considered for an OESCA National Specialty shall neither conflict with a date established for three consecutive years of a specialty show of any member club within the same region or contiguous to that region within 1000 miles (by line of sight) nor be held within five days of such specialty show unless mutually agreed upon by the National Specialty Committee and the local member specialty show committee.
2. In accordance with OESCA Bylaws, the Annual Meeting shall be held on a date from September 15 through November 12 in conjunction with the Club's specialty show if possible at a place, date and hour designated before the first of May of each year by the Board of Directors.

#### D. FINANCIAL REPORTS

1. The chairperson for each OESCA sponsored event shall be required to submit for Board approval, budget forecasts covering the anticipated income and expense. These reports shall be submitted 6 months and 2 months prior to the event, except in the case of the National Specialty, when the forecasts must be received 8 months and 6 months prior to the Specialty. These forecasts should be submitted to the OESCA Treasurer, and should include copies of all supporting contracts and agreements signed on behalf of the OESCA. Following the event, all outstanding bills and income are to be turned over to the OESCA Treasurer no later than 120 days from the event.
2. All funds solicited in connection with OESCA sponsored events are to be administered by the chairperson of the event, approved by the OESCA Treasurer, and accounted for within 120 days of termination of the event and no separate regional reserves are to be maintained
3. Following an event, all outstanding bills and income, including all vouchers, receipts, bank statements, canceled checks, etc., are to be turned over to the OESCA Treasurer no later than 120 days after the event and a full report submitted to the Board at that time.
4. Where applicable, seed moneys shall be allocated as follows:
  - a. National Specialty       \$4,000.00
  - b. Annual Meeting           \$750.00
  - c. Other Events - to be negotiated depending on scope of activity.
5. In the case of the National Specialty, an initial \$2,000.00 advance shall be made upon request of the Show Chairperson through the respective Regional Director/Assistant Chairperson and an additional \$2,000.00 shall be advanced upon submitting rational justification, and receiving board approval. Additional money may be approved upon the submittal of an additional budget. In the case of the Annual Meeting, up to \$750.00 shall be advanced after receiving board approval of the initial budget.
6. The Regional Director/Assistant Chairperson shall require monthly reports including a current budget and forecast, and indicating the status of show site, accommodations and reservations, banquet trophies and trophy fund and an outline of any problem areas. A report at eight months and six months preceding the Specialty shall be distributed to the entire Board for review, and the OESCA

Treasurer is to receive a copy of all contracts and agreements signed on behalf of the OESCA.

7. 50% of the profits from the National Specialty, should there be any, will be donated to an Old English Sheepdog Rescue entity and/or Health and Research as designated by the local club host or group.

#### E. JUDGES

1. Judges for the National Specialty Breed and Puppy Sweepstakes classes shall be selected by a vote of the entire Club membership (only those eligible to vote may submit names for inclusion on the ballot). Nominations shall be solicited via an insertion no later than the March issue of the *Old English Times* of the prior year, and returned to the host Regional Director who shall determine the top five (5) eligible, available nominees. The Regional Director shall submit those five (5) persons eligible to judge to the Corresponding Secretary who shall place these names on the annual ballot for final selection by the membership. No person shall be eligible for nomination to judge one of the above classes who has judged that event in either of the prior two years, or who has judged that event within the last 5 years in that same region. Ineligible persons shall be so indicated on the nomination request form.
  - a. In addition, if the Specialty Committee desires, they may submit up to three (3) names for the judge of the regular classes and up to three (3) for the sweepstakes judge to be added to the judge nominees list. These names must be submitted by the same deadline as required for member-nominated candidates. If this occurs, the top three (3) nominees from the membership and those from the Specialty Committee shall total six (6) candidates. No judges should be asked of their availability to judge the event until ALL names are presented to the host committee.
2. The Regional Director who receives the nominations should hold all copies for six months, after which time they shall be discarded.
3. Nominated judges are to be asked, in writing by the Regional Director, for permission to have their name placed on the ballot. They are to be advised that should they be selected as conformation or sweepstakes judge they cannot accept an assignment to judge Old English Sheepdogs (breed only, Group judging is permitted) anywhere on the North American continent for a period of six months prior to the date of the Specialty.
4. Sweepstakes and Breed judge nominees whose names are placed on the annual ballot shall be asked to submit to the Corresponding Secretary a resume or bio of not more than 150 words detailing experiences in breeding, showing and judging for inclusion in the annual ballot sent to OESCA members.
5. The conformation judge is to be informed when accepting the assignment that he or she is to pay all expenses relating to their assignment out of their own pocket. They shall be reimbursed after the assignment upon submittal of proper receipts. Reimbursement shall not exceed a combined total of \$1325 (2019) for OESCA members and \$1765 (2019) for non-members for expenses and/or judging fee.
6. OESCA members who are selected and approved to judge the OESCA National

Specialty show shall not be permitted to profit from such assignment but shall be reimbursed for documented expenses up to a limit of \$1325 (2019).

7. If the Specialty breed judge is not approved to judge junior showmanship, the judge shall be selected by the Specialty Show Committee and shall receive up to \$50.00 for fees and expenses.
8. If for any reason the judge who received the greatest number of membership votes is unable to accept or fulfill the assignment, the next highest person to receive membership votes shall be contacted by the host Regional Director and offered the assignment. If necessary this process shall be repeated through the entire list of nominees on the ballot. If none of those judges can fulfill the assignment, the Specialty Show Committee shall select the judge. Tie membership votes shall be broken by vote of the committee.
9. In the event any Board Member is a nominated Specialty or Sweepstakes judge, all completed ballots will be mailed back to an independent outside accounting firm for tabulation. Otherwise, members will mail their completed ballots back to the Recording Secretary for tabulation.
10. The Obedience judge, Agility judge, and Herding judge for the National Specialty shall be selected by the Specialty Show Committee and may be reimbursed for expenses up to a maximum of \$180.00 (2019).
11. For the National Specialty Sweepstakes judge, OESCA will cover 1 hotel room night and 2 banquet tickets. All other expenses are the responsibility of the Sweepstakes judge (OESCA Board approved September 2017).

#### F. LOCATIONS

1. The major annual event sponsored by OESCA, the National Specialty & Annual Meeting shall be rotated through the Eastern, Southern, Central, Great Plains and Western regions of the Club.
  - a. At the 2017 Annual Meeting, the membership voted to approve an exception to the Policy & Procedures Guidelines regarding National Specialty rotation, to hold the 2020 National Specialty at the Roberts Center in Wilmington OH.
2. It shall be the responsibility of the host Regional Director to poll his/her region for "letters of intent" and "bids" to host the National Specialty and Annual Meeting two years prior to that event.
3. The location of the National Specialty and Annual Meeting within a region shall be determined by a vote of the entire membership based on the bids received to host the event. If one bid, there will be no vote. If no bids are received, it is up to the Board to find a feasible location (e.g. 2021 and 2022 will be held in OH, due to no regional club interest in hosting).

#### G. SPECIAL CLASSES/AWARDS OFFERED

1. In 2015 the Board approved, with AKC permission, the addition of the "shaved down" class. Dogs must be intact and have a title (either conformation or performance). Coats no longer than 2". Subsequent Specialty Committees may choose to have this class included.

2. At the judge's discretion, up to 8 Awards of Merit may be given at the National Specialty to individual specimens in intersex competition. These awards shall be given after the selection of Best of Breed and Best of Opposite Sex. Best of Breed, Best of Opposite Sex, Select Dog and Select Bitch, Winners Dog and Winners Bitch shall not be eligible for this award as their extraordinary merit will have already been recognized.

- a. NOTE: An OESCA Regional show held in conjunction with the National Specialty will have the following policy:

AWARD of MERIT: At the judge's discretion up to 4 special rosettes may be awarded at shows in conjunction with the National Specialty to individual specimens in intersex competition in recognition of their merit. Best of Breed, Best of Opposite Sex, Select Dog and Select Bitch, Winners Dog and Winners Bitch are NOT eligible for this award as their extraordinary merit has already been recognized.

#### H. ADVERTISEMENTS

1. The OESCA Specialty Show Committee is authorized to permit the selling of non-breed related advertising in the show premium list, subject to AKC approval
2. Breed advertisements in the OESCA National Specialty catalog shall be accepted from OESCA members only. Commercial advertisements not in conflict with our Code of Ethics shall also be accepted.

#### I. TOP 20

1. The Top 20 is a self-sustaining entity. All advertising, banquet room, grooming space, etc. will be paid for by the Top 20 committee with no accounting or special reporting back to the board. No Club funds will be provided for this event. All OET ads will also be paid for from this committee.

#### J. SEMINARS

1. The OESCA shall try to sponsor a health seminar in conjunction with the OESCA National Specialty. Speaker's fees and expenses shall not exceed \$2,000.00 (2019).
2. OESCA sponsored educational seminars shall not be canceled as long as there are any persons registered to attend the event.

#### K. REGIONAL EVENTS

1. OESCA regional supported entries should be limited to two events per region per year. These events should be well-distributed within the region, with preference given to local clubs which have not yet hosted a regional event. These events should be scheduled three months and 300 miles apart when practical. No OESCA funds will be used for these events.
2. Each Regional Director should organize at least one regional event per Club year.



3. The Regional Directors shall inform the members of their region of upcoming supported entries and the details that relate to them by their regional newsletter and may also inform the membership as a whole via the ***Old English Times*** and the Website.
4. In the event there is no host local club, the host committee shall poll the committee to determine who shall be the Sweepstakes judge. In the event there is a host local club, the local club shall, by vote of the club members, select the Sweepstakes judge and Breed judge if the opportunity is made available.
5. No two OESCA events shall be sponsored simultaneously within the same club region.

#### IV. MEMBERSHIP

##### A. APPLICANTS

1. All applicants for membership in the OESCA shall be placed on the mailing list for the ***Old English Times*** while their applications are being processed.
2. All requests for membership applications should be directed to the website, where they will find relevant Information Materials, including the membership application form, or to the Corresponding Secretary for more information.
3. OESCA membership applications and dues renewal postcards shall include a means for members to indicate their interest in the breed as being conformation, obedience, pet, herding, agility or rescue.
4. Dues for applicants who are approved after June 30<sup>th</sup> will cover membership for the remainder of that year and the entire next fiscal year.

##### B. DUES

1. Dues shall be payable upon application for membership and shall be due annually thereafter no later than November 30<sup>th</sup> of each year. During the month of August, the Treasurer shall send to each member a statement of dues for the coming year. If dues are not paid, including those postmarked, by November 30<sup>th</sup> of each year, the member will be dropped from membership and must reapply.
2. The dues notification shall provide a means for voluntary Rescue fund donations and Health and Research fund donations.
3. A space for the 25 Year Membership pin request will be placed on the dues notice form.
4. Current Dues, as approved by the Membership, are as follows:
  - a. Individual: \$45.00  
Household (must reside at same address): \$50.00  
Junior (10-18 year olds): \$20.00
  - b. Effective 8/1/14 Members must also pay, with their dues, a mandatory postage fee to cover first class First Class mailing of ALL Club publications, as follows:
    - United States: \$13.00

- Canadian Memberships: \$23.00
- International: \$46.00

#### C. ROSTER

1. The Roster will be printed every year and mailed if possible with the OET.

#### D. FILES

1. Applications, sponsoring letters, etc. for lapsed members should be retained in an inactive file.

### V. FUNCTIONS AND RESPONSIBILITIES

Any members leaving a position in the Old English Sheepdog Club of America shall have 90 days to apply for reimbursement of money owed.

#### A. BOARD OF DIRECTORS

1. All postage and office supplies related to one's position or special project as a member of the Board of Directors shall be reimbursed when substantiated by receipts sent to the Treasurer.
2. All officers and chairpersons shall forward all OESCA material in their possession to their successor within 30 days of the completion of their term in office.
3. Teleconference Board meetings are held at the discretion of the Club President. All teleconference meeting will be treated as attended Board meetings according to AKC rules.
4. The use of a facsimile machine is acceptable for signatures according to AKC rules.

#### B. VICE PRESIDENT

1. All specialty-giving regional clubs must receive OESCA permission (AKC Rule) by submitting a written request from their Secretary to the OESCA Vice President at the time application is made to the AKC. The Vice President shall copy the OESCA Corresponding Secretary on a letter granting permission that is to be sent directly to the AKC, with a copy sent to the regional club Secretary.

#### C. RECORDING SECRETARY

1. All proposals to the board may be held 10 days from the date on the motion, before a vote is submitted. This is to allow comments to be circulated among the members, each member being responsible for mailing his/her comments to all other board members and the President, this vote on proposals will be done on each item presented except the Teleconference Meetings, which stand as regular Board Meetings with only the members present being allowed to vote.
2. The Recording Secretary will send the APPROVED minutes to the OET Editor for inclusion in the appropriate OET.

#### D. CORRESPONDING SECRETARY

1. The Corresponding Secretary shall send to the Board the names of all new applicants on the first of each month.
2. The OESCA membership roster shall be prepared by the Corresponding Secretary

to include an alphabetical listing of members and a zip code sort with the names of the members. The local club representatives from each member club and rescue coordinators will also be included in the roster of member clubs.

3. The Corresponding Secretary shall forward a copy of each year's roster to the Historian/Librarian to become a permanent part of club records, and to the Recording Secretary for the Club files.
4. Each membership division -- household, individual, junior, and club -- is entitled to only one copy of the Roster as a member benefit. A charge of \$10.00 will be made for extra copies, which may be ordered from the Corresponding Secretary. This purchase privilege is for members only.
5. The Corresponding Secretary is in possession of a Pitney Bowes postage meter, which has a weight scale. Postage is invoiced directly to the Treasurer by Pitney Bowies. Any postage increase will be applied automatically.

#### E. TREASURER

1. The Treasurer shall submit an e-mailed or written report, no less than every two months, to the board detailing all receipts and disbursements for that period.
2. The Treasurer shall submit annually a statement of income and expenses, as well as the operating statement, along with the Treasurer's Report.
3. The Treasurer is authorized a current ceiling of \$200 to which he/she may pay for documented bills, excluding specific board approved expenditures.
4. The Treasurer shall make a financial report, no less than quarterly, to the membership via the ***Old English Times***.
5. After the second delinquent payment notice, the Treasurer shall send a letter to any member in arrears to the OESCA notifying them that they are no longer a member in good standing. Subsequent payment must be made within 30 days of receipt of the letter to satisfy the debt and remain in good standing.
6. The Treasurer shall provide the Corresponding Secretary with a complete listing of all members whose dues were paid on or before November 30. This information will be given to the Corresponding Secretary no later than December 15, so the OESCA roster can be prepared and mailed to the membership with the March OET.
7. The Treasurer shall provide separate accounting for general operations, Hazel Foster Collins, Health & Research, Rescue, Mona Berkowitz Fund, and Savings. The Treasurer is authorized to make such transfers as needed from savings to general operating to cover the deficits in the general operating balances which shall allow the club to be operated in a sound fiscal manor. No monies shall be transferred or deposited to any accounts or investments other than checking or money market savings, which allow immediate withdrawal with no financial penalties, without OESCA Board of Directors approval of the amount, line-item description, location & distribution of such funds.
8. The Treasurer shall maintain a separate account that shall reflect all income and expenses which relate to the national rescue effort, these funds may be used as seed moneys for fund raising activities in support of the OESCA rescue program.

9. The Treasurer shall be required to maintain a subsidiary ledger to record all income and expense items by major category, and copies of these subsidiary ledgers are to be included with the Treasurer's quarterly reports.
10. The Rescue fund cannot be expended below \$1,000.00 (amount established by the Kenyon donation) except with unanimous approval at a full meeting of the Board.
11. No local checking accounts shall be permitted with the exception of those for the Annual National Specialty and the Annual Meeting Committees.
12. The \$8000. gift from the Mona Berkowitz estate will be used as an endowment fund for a trophy in memory of the trustor and Momarv Kennels Old English Sheepdogs. (\$50 cash to the Best Bred-By Exhibitor, member-owned Dog or Bitch at the National Specialty each year).

#### F. AKC DELEGATE

1. The AKC Delegate shall be required to report to the board after each Delegates meeting detailing actions taken, items for future ballot, and other information necessary to keep the board informed as to happenings at the AKC.
2. The AKC Delegate will be reimbursed up to \$1882 (2019) per fiscal year for Delegate travel expenses. The Delegate will attend at least 2 AKC Delegate meetings per year. The reimbursement for one meeting is limited to \$940 (2019).

#### G. REGIONAL DIRECTORS

1. The Regional Directors shall be required to distribute a minimum of two newsletters per club year to members within their region, the Board of Directors and all local clubs, primarily featuring events and activities. They shall be reimbursed for up to three newsletters per Club year if copying and mailing is required.
2. Each Regional Director shall establish communication with each local club within his/her region and attempt to attend one event of each local club per year.
3. Each Regional Director shall be responsible for contacting the Specialty Clubs of his/her region for confirmation of date, location, time and forward to the Vice President for AKC approval.

#### H. COMMITTEE CHAIRPERSONS

1. AKC Gazette Columnist
  - a. The Club's columnist shall act as coordinator for the *AKC Gazette* column and may solicit material from guest writers.
2. AKC Legislative Liaison
  - a. The OESCA shall appoint a member to serve as Legislative Liaison to the American Kennel Club. The liaison shall report all pertinent information pertaining to canine legislation to the board and membership as necessary.
  - b. The OESCA shall maintain a club membership in the American Dog

Owners Association (ADOA). The AKC Legislative Liaison shall serve as Delegate to ADOA, and it shall be his/her responsibility to duplicate all pertinent ADOA information and forward it to the Corresponding Secretary and ***Old English Times Editor*** for circulation and publication as they deem appropriate.

### 3. OESCA/AKC Breeder Referral

- a. Advertisements for OESCA Breeder Referral shall contain the address of the OESCA website.
- b. The OESCA/AKC Breeder Referral Chair shall serve as the AKC breeder referral contact.
- c. The OESCA Breeder Referral Chairperson will be a non-breeder.
- d. Anyone who wishes to participate in the OESCA Breeder Directory shall have a signed copy of the current Code of Ethics and a completed OESCA Breeder Referral Information and Consent Form on file with the Breeder Referral Chairperson to demonstrate compliance with the criteria established by the OESCA Board, as published in the June 2006 *Old English Times*. The Chair may require a signed Code of Ethics from those on the list, yearly.

### 4. Information Materials

- a. The OESCA shall offer educational materials available through the Information Committee. Any materials on consignment must be returned to that committee in a timely manner.
- b. The Information Materials Chairperson shall make the OESCA's information material available for purchase at club events such as the National Specialty and Annual Meeting.

### 5. Judges' Education

- a. The Chairperson of the Judges Education Committee must be a member in good standing with the OESCA and the AKC. The Chairman must have the same 10-4-2 background the AKC requires to become a judge. The remainder of the committee will be selected from approved OESCA Mentors, and approved by the Board of Directors. An application and criteria to become an approved Mentor can be requested from the JEC Chairperson or OESCA website.
- b. All mailings to judges shall require Board approval before distribution and a copy of each mailing shall be included in the chairperson's annual report for inclusion in the ***Old English Times***.
- c. All current Board approved JEC materials must be incorporated into any seminar given by an OESCA Board approved Mentor in order for the seminar to be National Club sanctioned.
- d. The JEC Chairperson will provide the Board with a current list of Mentors periodically (at least yearly).

6. National Specialty Coordinator

- a. The National Specialty Coordinator shall keep information and data on prior OESCA National Specialty shows and shall advise and provide guidance to each year's show chairman. The National Specialty Coordinator shall attend ALL teleconference meetings of the committee to facilitate the events completion.

7. Rescue

- a. All reimbursable welfare & rescue expenses are to be paid from the Rescue account and local clubs shall obtain approval from the Rescue Chairperson for all expenditures for which they intend to submit a reimbursement receipt.
- b. The Rescue Chairperson may be reimbursed from the Rescue account for telephone calls directly related to the work of the committee.

8. Webmaster

- a. The official OESCA domain name is "oldenglishsheepdogclubofamerica.org"
- b. Any information that is to be placed on the official OESCA Website must be directed to the Webmaster.
- c. The Website policies are listed in the job description.
- d. The article *Buying and Owning an Old English Sheepdog* be placed on the Website under Breeder Referral first with the Breeder Referral Disclaimer next to stand out by color or text.
- e. Any website in the public domain that represents OESCA, Inc. MUST be owned by the Old English Sheepdog Club of America, Inc. and that any website representing the Old English Sheepdog Club of America, Inc. MUST be hosted on a server that is approved by the OESCA, Inc.
- f. The health information to be kept on the OESCA website pedigree database shall be submitted by the owner or breeder and will only consist of OFA certificate numbers (obtained from actual OFA certificates).

9. Health Committee:

- a. The Health Committee will arrange a seminar in conjunction with the National Specialty. The Committee will work with the National Specialty committee to arrange a time and place. Site, presentation material duplication/printing and hospitality costs will be paid from OESCA operation funds NOT to exceed \$528 (2019) per seminar with receipts required. This does NOT include speaker's costs. If a speaker is funded the Health Committee may request in advance of a final commitment to the speaker an additional amount with justification.
- b. The HRC has in its possession a universal microchip scanner for use at health seminars and clinics.
- c. Every two years, the HRC may send up to four committee members to the AKC CHF Health seminar. The Club will reimburse registration fees for up to 4 people, and 2 hotel rooms for 2 nights

(4 room nights). All other travel expenses will be the responsibility of the attendees.

10. Foundation Committee

- a. The OESCA Membership voted unanimously at the 2016 Annual Meeting to dissolve the Foundation.

I. REPORTS OF OFFICERS AND COMMITTEE CHAIRPERSONS

1. All officers and committee chairpersons shall submit a written annual report related to their committees to the Recording Secretary and President on or before September 1st of each year. These reports shall be published in the December ***Old English Times***.
2. All officers and committee chairpersons shall include an inventory of club properties in their possession at the close of each year as part of their annual report which will be published in the December ***Old English Times***.
3. Upon assuming their responsibilities, committee chairpersons, with the exception of the National Specialty Show Chairperson, shall be provided with a financial guideline stating that all expenditures over \$100.00 must be submitted for approval prior to incurrence of the debt. In addition, ALL requests for reimbursement of funds expended on behalf of the OESCA must be supported by a receipt.

J. CHARITABLE CONTRIBUTIONS

1. The OESCA shall endeavor to make a charitable contribution up to \$5,000.00 annually for research benefiting our breed. The Health and Research Committee Chairperson shall include, as part of his/her annual report to the board, a list of worthy recipients for board consideration, developed from membership input and AKC/CHF.
2. The OESCA shall invest the principle amount of \$10,000.00 (known as the Hazel Foster Collins Bequest) into an insured high-yield interest bearing account. No more than 90% of the annual interest earned by the Hazel Foster Collins Fund shall be withdrawn and used for education, welfare and canine research. The actual use/receipt is to be determined yearly by the Board of Directors, not a mail ballot. All donations made by the OESCA from this fund shall be made in the memory of Miss Hazel Foster Collins.
3. The membership to the Canine Health Foundation will be automatically renewed yearly until the amount exceeds the present rate of \$200. per year.

K. REGIONAL CLUBS

1. The OESCA Board, through the Vice President, shall request notification at least one year in advance of all planned regional club point show activity, and reserves the right to request changes in scheduling if two regional club events fall within two months or 100 miles of one another, and cancellation of any activity which fails to conform to these guidelines
2. The OESCA shall reimburse one-half expenses (not to exceed \$100.00 per year for each local member club) for expenses incurred by such regional member

clubs for educational projects pertaining to Old English Sheepdogs. This program shall be administered by the Vice President upon written application, which must include authenticating documentation (i.e., copy of canceled checks), and reimbursement shall be made from OESCA general funds.

3. The combined total of matching funds and reimbursement provided to, or on behalf of, a regional member club shall not exceed \$100.00 (one hundred dollars) for each OESCA club year.
4. All requests for reimbursable funds must be made to the Vice President within six months of the date from which the expenses were incurred.
5. Regional member club will be entitled to receive one (1) free page of advertising per year to promote their specialty show(s) in the ***Old English Times***. This will be a black and white ad. Any additional pages will be paid to OESCA by the local club at the current b/w advertising rates.

#### L. NOMINATING COMMITTEE

1. The Nominating Committee shall proceed using the Nominating Committee Manual as approved by the Board of Directors on October 13, 2001. Key dates included
  - a. Board appointment of Nominating Committee: by June 1<sup>st</sup> of Election year
  - b. Mailing of proposed slate to membership, via postcard: by July 10<sup>th</sup>
  - c. Nominations from the floor, with accompany petitions/bios: by August 10<sup>th</sup>
  - d. Mailing of ballots (if membership vote is required): August 25<sup>th</sup>
  - e. Ballots due back to accounting firm, if vote is required: 30 days after mailing of the ballots. Note: this may conflict with the Bylaws guidance, which states that ballots must be returned no fewer than 5 days prior to the Annual Meeting (when a National Specialty/Annual Meeting is held in September), as the current Bylaws were created when the Annual Meeting/Match was an OCTOBER event. Allowing members a reasonable time to return ballots is of the utmost importance.
2. The Nominating Committee shall set guidelines and make suggestions for resumes of candidates regarding their qualifications, ambitions for the office they seek, and length of resumes, explaining such guidelines would give those unfamiliar with the kind of resume expected a more equal opportunity to present himself/herself to the membership.
3. A disclaimer shall appear on the resumes for the office in OESCA stating that "it should be understood that material appearing herein does not necessarily constitute an endorsement of the subject matter by the club".
4. In selecting the Nominating Committee members and alternates, the board shall use a weighed vote: 1 count for each member vote and 1/2 count for each alternate. Total count determines the makeup of the committee.
5. All candidates for office shall be informed that at least 12 regularly scheduled board meetings shall be held via teleconference and most Board business is handled via teleconference, but may include emails as well. By accepting the nomination they thereby indicate their willingness to attend those meetings and



communicate in this manner. They should also be informed that basic computer skills (Word, Excel, etc.) are necessary. All communication expenses and travel expenses associated with normal Board business will be the responsibility of each individual Board member and are not reimbursable.

#### M. LENDING OF CLUB PROPERTY

1. The OESCA audiovisual tapes/DVDs shall be made available to members or member local clubs who shall pay for postage and insurance and shall return the tapes within two weeks of use. Non OESCA members or clubs may borrow the tapes/DVDs at the discretion of the Audio Visual Chairperson, and subject to a \$10.00 rental fee. Requests for tapes/DVDs must be accompanied by a refundable \$25.00 deposit.
2. The OESCA Historian shall be authorized to circulate duplicate material to members requesting such material, to be accompanied by a \$25.00 deposit for each item requested.

#### N. PETITIONS

1. One person representing petitioners and one person designated by the OESCA Board to present the opposite position, shall be allowed to submit one 8-1/2" x 11" type-written page, constituting a statement of rationale, to be mailed with the ballot for the petition (with the exception of petitions for Honorary Membership and nomination by petition).
2. Both parties shall be offered the opportunity to submit a rebuttal limited to one 8-1/2" x 11" typewritten page, to be mailed with the ballot for the petition.
3. The Corresponding Secretary shall notify the petitioner and board designated representative to submit a statement of rationale within 15 days. Upon receipt of that statement, the Corresponding Secretary shall send a copy to the opposing side with their rebuttal to be returned to the Corresponding Secretary within 10 days.
4. Ballot will be generated within 30 days of receipt of information from both sides, mailed and returned within 30 days to an outside accounting firm.

#### O. LOGOS

1. All OESCA logos are the exclusive property of OESCA and may not be used for other than club purposes without the express permission of the Board of Directors.
2. A "Copyright Assignment" must be completed (See ADDENDUM B) for all logos and/or artwork created for the OESCA, which will assign all copyrights to the OESCA in perpetuity.

#### P. DEATH

1. When notified of the death of an OESCA member, non-member partner, child or parent the Corresponding Secretary will send a Sympathy card from the

Club.

Q. LIFETIME ACHIEVEMENT AWARD

1. The following were nominated for Lifetime Achievement Awards by the sitting Board of 2007:
  - Annie Raker: Companion Events
  - Hugh Jordan: Conformation Events
  - Barb Diaz: Performance Events

R. ROYAL CANIN CHAMPIONSHIP SHOW (December 2-day event)

1. Medallions will be purchased for the Royal Canin show, at a cost of \$215: Obedience and Agility Medallions at \$45 each, and 5 Conformation Medallions at \$25 each (2019).
2. A 10' x 20' booth will be reserved each year for the Meet The Breeds event, with an average cost of \$1000 to cover electricity, handouts, booth refurbishment/props, food, parking and travel expenses for volunteers. Receipts must be submitted to the treasurer for reimbursement (2019 pricing)
3. Any non-monetary award won at this event (Meet the Breeds) will be retained by the event coordinator, with a write up and photos of the event to be sent to the OET Editor for inclusion in the next OET.
4. Materials for the Meet The Breed booth are condensed onto one pallet and will be stored by AKC at an annual cost of \$240/year (2018).

S. WESTMINSTER MEET THE BREEDS EVENT (January 2-day event--2020)

1. The OESCA may secure a free booth through the AKC for their Meet the Breeds event held at the Javits Center in NY City. Note in 2020 the event changes dates, location and number of days.
2. This MTB event, typically staffed by 6-10 club members, requires a budget of up to \$1000 (2019) to cover hotel rooms for 1-2 people, parking passes, electric, lunch and other out-of-pocket costs for the booth. With changes in 2020 the cost may rise due to hotels, parking, number of volunteers.

## **ADDENDUM A**

### **I. TROPHIES OFFERED AT OESCA NATIONAL SPECIALTIES**

#### **THE FOLLOWING TROPHIES ARE OPEN TO DOGS OWNED OR CO-OWNED BY MEMBERS IN GOOD STANDING OF THE OLD ENGLISH SHEEPDOG CLUB OF AMERICA ONLY:**

All trophies listed as perpetual trophies have been in competition prior to September 9, 1952, and cannot be won outright. Trophies which may be retired through multiple wins are so listed, along with the conditions for their retirement. All perpetual and multiple win trophies must be returned to the next National Specialty Show Chair immediately after awards have been presented and pictures taken. After certification by an authorized official of the Old English Sheepdog Club of America that the conditions for the retirement of a multiple win trophy have been met, said trophy shall be returned to the permanent possession of the certified winner. A certificate shall be awarded to the winners of all perpetual and multiple win trophies.

#### **BEST OF BREED**

The Old English Sheepdog Club of America offers as a perpetual trophy the Club's Challenge Cup (Sterling Silver Punch Bowl) for Best of Breed. The Cup is offered for competition at all National Specialty Shows of the Old English Sheepdog Club of America.

The Old English Sheepdog Club of America offers a club sterling silver demitasse spoon for Best of Breed. Eight or more dogs of different ownership must compete. Winner/owner must be a current OESCA member. (Husband and wife shall count as one owner).

#### **BEST OF OPPOSITE SEX TO BEST OF BREED**

Mr. & Mrs. Louis Baer offer as a multiple win trophy the Ch. Bonnie Blue of Saltbox Memorial Trophy (SP Dublin Bowl) through the Old English Sheepdog Club of America at its National Specialty Show for the Best of Opposite Sex to the Best of Breed. This trophy is offered for permanent possession after being won three times by the same owners, not necessarily with the same dog nor at consecutive shows.

#### **BEST OF WINNERS**

Tenacre Kennels offers as a perpetual trophy the Tenacre Kennels Trophy (Sterling Silver Sheepdog Statue on Pedestal) for the Best of Winners. The trophy is offered at all National Specialty Shows of the Old English Sheepdog Club of America.

#### **WINNERS DOG**

The Midlands Old English Sheepdog Club of England offers as a multiple win trophy the Midlands Old English Sheepdog Club Trophy (cut crystal decanter with two glasses). For permanent possession it must be won three times at a National Specialty by the same owner, not necessarily with the same dog nor at consecutive shows.

#### **WINNERS BITCH**

Mr. & Mrs. Jack Lesslie offer as a multiple win trophy the Ch. Fezziwig Bonny Blue Flag Memorial Trophy (SP Wine Cooler) through the Old English Sheepdog Club of America at its National Specialty

Shows. This trophy is offered for permanent possession after being won three times by the same owners, not necessarily with the same bitch nor at consecutive shows.

### **BEST BRED BY EXHIBITOR IN REGULAR CLASSES**

Ann James Freeland offers as a multiple win trophy the Caj Haakansson Bred-By Exhibitor Memorial Trophy (silver chased bowl). This trophy is awarded to the Best Bred-By Exhibitor Dog or Bitch from the regular classes at the annual National Specialty Show of the Old English Sheepdog Club of America. For permanent possession it must be won three times by the same owner, not necessarily at consecutive shows. Best Bred By (dog or bitch) at the National Specialty will receive \$50 cash from the endowment fund received by OESCA from Mrs. Mona Berkowitz/Momary Kennels.

### **FIRST IN AMERICAN-BRED DOG CLASS**

The Old English Sheepdog Club of America offers as a perpetual trophy the Robinson Hitchcock Memorial Trophy (Sterling Silver Bowl) for first in the American-Bred Dog Class. The trophy is offered for competition at all National Specialty Shows of the Old English Sheepdog Club of America. To be awarded, three or more dogs must compete.

### **FIRST IN AMERICAN-BRED BITCH CLASS**

Willinez Weather Kennels offers as a perpetual trophy the Reginald F. Mayhew Memorial Trophy (Sterling Silver Cup) for the first in the American-Bred Bitch Class. The trophy is offered for competition at all National Specialty Shows of the Old English Sheepdog Club of America. To be awarded, three or more bitches must compete.

### **JUNIOR SHOWMANSHIP**

The Gompertz family offers as a multiple win trophy the Junior Showmanship Challenge Trophy (bronze figure). It is awarded to the highest ranked junior handler at the annual National Specialty Show of the Old English Sheepdog Club of America. For permanent possession it must be won three times by the same handler. Wins must occur in one of the two categories and need not be consecutive.

### **BEST VETERAN**

Jim & Grace Caplan offer the CH Canterbury's Critic's Choice Memorial Trophy (silver-plated wine cooler) to be awarded to the Best Veteran Dog or Bitch from the veteran classes at the annual National Specialty Show of the Old English Sheepdog Club of America. A multiple win trophy, for permanent possession it must be won three (3) times by the same owner not necessarily with the same dog nor at consecutive Old English Sheepdog Club of America National Specialties.

### **HIGHEST SCORING DOG IN THE REGULAR CLASSES AT NATIONAL SPECIALTY**

Somebuddy Stole Your Thunder Trophy (Crystal and Oak)  
Keith and Maureen Clark rededicated this trophy also to honor Brightcut Lewis and Clark UD RAE2 PT who achieved his third OESCA specialty win in 2008 and made it an annual award. This multiple win trophy, originally donated by Betty Fast and David Hadden, Bluecaleb OES, is named the Can. Ch./OTCh. Somebuddy Stole Your Thunder, Am. UD Memorial Trophy. This trophy is offered for competition at the Specialty of the Old English Sheepdog Club of America and is awarded to the highest scoring dog in the regular classes at the National Specialty. The certificate accompanying this award will be mailed to the recipient following the National Specialty.

## **II. TROPHIES AWARDED FOR PERFORMANCE FOR THE PRIOR CALENDAR YEAR**

### **HIGHEST SCORING DOG IN REGULAR OBEDIENCE FOR THE PRIOR CALENDAR YEAR**

Jean TeWinkle Memorial Trophy (Bronze Figure)

The friends of Jean TeWinkle originally donated the TeWinkel Memorial Trophy. In 2011, after a third consecutive win, Maureen Clark rededicated this trophy to honor Truheart She Must Be Obeyed UDX2 OM1 RAE HSAs and made it an annual award.

This trophy is awarded on an ANNUAL basis to the Highest Scoring OES in obedience overall in the prior calendar year in the regular obedience classes. In order to be eligible an OESCA member owned dog must have earned at least three scores in the prior calendar year in the same regular obedience class.

The certificate accompanying this award will be presented at the banquet.

## **ADDENDUM B**

### **Old English Sheepdog Club of America, Inc.**

Current President's address

This document, when signed by the addressee, is intended to be an assignment of all copyrights of addressee in and to any drawings, photographs, paintings, or other representations which have been delivered by addressee to the Old English Sheepdog Club of America, Inc. (the "Club").

The addressee has, either by request of the Club, or upon the addressee's own actions, forwarded to the Club, by mail, electronic mail, or otherwise, a drawing, a photograph, a painting, or other representation, materials for use by the Club, as the Club may desire. All of the foregoing are referred to as "Materials."

In order to facilitate the use of the Materials by the Club, the addressee has agreed, and by signing this document, agrees, that the addressee has irrevocably transferred, assigned, and quitclaimed to the Club, without warranties of any kind or nature, express, implied, or statutory, all worldwide copyrights, rights, and interests in copyrights, renewals and extensions of copyrights, domestic and foreign together with any other intellectual property rights in and to the Materials. The transfer, assignment, and quitclaim by addressee includes all rights of use, together with any and all derivations, changes, or modifications of the Materials by the Club, or the Club's authorized employees, representatives, agents, or consultants.

The addressee understands that this document creates legal rights in the Club, and the addressee has been given the opportunity to discuss or to obtain the advice of an attorney or other professional, and, by the addressee's signature on this document, the addressee has agreed to the provisions described above.

This document may be signed by the addressee and forwarded to the Club as the Club may direct, and if done by facsimile or by electronic means, this document will be deemed binding when received by the Club.

Addressee

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Name:

Address:

Date: