

## **Clumber Spaniel Club of America, Inc. Standing Rules**

### **Clumber Spaniel Club of America, Inc.**

**Mission Statement:** The Clumber Spaniel Club of America supports Clumber Spaniels and their owners' participation in conformation, obedience, rally, agility, hunting, tracking and other events in which the breed is eligible to participate. These activities are further supported by education of owners, breeders, dog show judges, veterinarians, and the general public and through the CSCA's concern about the health and welfare of Clumber Spaniels by its support of health research and rescue activities.

**Vision Statement:** The CSCA serves as the authoritative source for information about Clumber Spaniels via communications on the web site, Clumber Chronicles, articles in publications respected in the dog fancy and through outreach, public education, and rescue activities. Opportunities to spotlight Clumber Spaniels are encouraged through the annual National Specialty show, Meet the Breeds activities, during the Westminster Kennel Club show, support of regional Clumber Spaniel clubs, support of entries of Clumber Spaniels and other events. (Approved March 23, 2015 SMSH)

### **Clumber Chronicles:**

1- Non-members shall be allowed to advertise in the Clumber Chronicles (Sept. 22, 2014, SMSH) at a cost that is 50% above that which the members pay. Non-members may not advertise dogs for sale. Any non-member placing a commercial ad will receive a copy of the Clumber Chronicles at no charge.

2- Back copies of the Clumber Chronicles shall be available from the Editor. A reasonable supply of extra copies of each issue shall be printed with "reasonable" to be determined by the printer-distributor. The cost per copy shall be \$10.00 plus postage and handling.

3- Advertising rates shall be as follows:

Covers

Inside front B&W \$80

Color \$140

Center spread B&W \$100

(2 pages) Color \$220

Inside back B&W \$60

Color \$120

Outside Back B&W \$100

Color \$160

Advertising

New Titles B&W \$35

Regular Ads B&W \$40

Color \$75

Color \$100

The special placements shall be sold on a first come, first served basis and shall not be sold to the same advertiser/dog in successive issues, unless no one else has requested them. They will be rotated in order to give every interested person a chance. All advertising shall be paid in advance. With the exception of New Titles, no ad shall be sold for less than its cost to the Club. The cost of advertising shall include printing and postage for return of photo.

4- The listing of the Club officers, Board of Directors and Committee Chairmen shall be on the inside front cover unless it is sold for advertising in which case it shall be printed on the first page. Ways and Means advertising shall be free and shall be printed on the inside back cover unless it is sold for advertising in which case it shall be on the last page.

5- Pictures of new Title Holders shall be published at the cost of \$35 full page. The Clumber Chronicles will not contain half page ads. There shall be a set format which includes the dog's registered and call name, sire, dam, breeder, owners, owner's address, date of birth, gender, and the date on which the title was attained.

6- One (1) set of Specialty pictures is needed for the Clumber Chronicles and is then sent to the Archives. They shall be paid for by the club if necessary.

7- The Clumber Chronicles shall be mailed at the most reasonable price. (Sept. 22, 2014, SMSH)

8- The front cover of the Clumber Chronicles shall never be sold for advertising.

9- If space is limited, the Editor has the right to limit the number of ads per advertiser/dog before refusing individual ads. New Titles have priority over advertising.

10- National Specialty Committee shall have one (1) page free advertising per issue except for that issue immediately preceding their deadlines in which they shall have two (2) pages. These ads shall have no photos. The National Specialty Committee will be permitted to submit one set of inserts to the Clumber Chronicles Editor at a minimum of 4 months in advance of the National for publication with one newsletter. Printing costs of the inserts to be borne by the committee and any difference in the mailing cost to be borne by the committee.

11- The amount allocated, by the Club, for the publication of the Clumber Chronicles shall be based on a dollar amount per household to which the Clumber Chronicles is mailed. The annual allocation to be determined by an evaluation made in May of each year.

12- The Clumber column from the Gazette should be re-printed in the Clumber Chronicles after it has been published in the Gazette. (3/23/2015 SMSH)

13- Any and all "inserts" in the Clumber Chronicles will be allowed provided they pertain to information pertinent to the general membership, that they adhere to the Editorial Policy and Guidelines of the Clumber Chronicles, and that they do not increase the cost of publishing or mailing the Clumber Chronicles over budget.

14- We accept subscriptions to the Clumber Chronicles and for that we charge \$35.00 per year. Outside the US the charge may be slightly higher. No membership list will be included in any non-member Clumber Chronicles.

15- The Clumber Chronicles shall contain a Brag column. There will be no charge for up to 50 words. Over 50 words, there will be a charge of \$10.00.

16- The Clumber Chronicles with the exception of the National issue will be kept to 28 pages plus covers for a total of 32 pages.

17- The Clumber Chronicles will be published quarterly. There will also be a National Specialty issue, the date of publication being dependent on the timing of the National Specialty Meeting and Show. The issues will be called Spring to include the months of April/May/June; Summer to include July/August/September; Fall to include the months of October/November/December; and Winter to include January/February/March, and the National issue which will be published as soon as possible after the end of the National Specialty.

18- Board meeting minutes may not be published until the minutes have been approved by the Board. (3/09)

19- The editor will provide the CSCA president with a draft newsletter for review and approval prior to final publication. (2/11)

Standing Rule numbers three and five deleted. (April 11, 2016 SSMH) Standing rules re-numbered. (SSMH)

## **CLUB BUSINESS:**

1-Any unauthorized release of Board Correspondence will be considered prejudicial to the Club.

2-Board members are encouraged to discuss all items of concern with CSCA members. (Updated April 30, 2017 DLM).

3- All motions made by the Board will be recorded by the Secretary..

4- In case of a challenge to the application of a new member to the Club, the Secretary shall send the sponsor the following letter: "The Board has received a challenge to the application of (applicant's name), whom you sponsored. Would you please provide any additional information that you may have concerning this application you signed. Upon receipt of such information it will be forwarded to the Board for consideration."

5- The nominating committee shall secure from each candidate for the Board a brief resume (about 150 words) for circulation to the membership along with the ballot.

6- (A) Committee expenditures that are non-regular or un-budgeted must have Board approval. B) The CSCA will provide reimbursement to members engaged in club business provided approval is given by the Board prior to the event and that receipts or other documentation is provided before the reimbursement is issued. (Updated April 30, 2017 DLM).

7- The club Secretary may select a member to serve as Membership Secretary, subject to Board approval, and may delegate any tasks that do not involve confidential Board correspondence.

8- Districting of the Club into Regions must be voted upon by the entire membership and must be timed to have minimal impact upon elections and/or the selection of the site of the National Specialty. The question cannot be brought before the membership more than once every three years.

9- The results of Board votes shall be published. (updated April 30, 2017 DLM).

10- Payments from foreign banks are not permitted. Payments must be made through the Clumber closet. (April 11, 2016 SMSH)

11- The CSCA shall contribute \$50.00 toward the trophies of any official supported entry show. Any member may apply to the CSCA Board for a supported entry, by writing or emailing the CSCA Secretary. Requests for supported entries must be submitted for each show on a yearly basis. (Jan. 2014, SMSH). The Board asks that the member applying for the supported entry submit a brief report following the show, including the entry breakdown. Exceptions to this rule are as follows: The CSCA will support the entry of Clumber Spaniels at the trailer show(s) for the National Specialty each year as designated by each National Specialty show committee. Applications for supported entries must be approved by the Board.

12- Committee heads are expected to send in reports semi-annually, for the interim and annual Board meetings. If no interim board meeting is held, reports will be due Oct. 15.

13- A committee member should be an active part of their respective committee for at least one year before being considered for chairmanship.

14- Nominating committee: Two alternates will be appointed each year and will automatically serve on the next year's committee. One additional new member and two new alternates will be voted on in order to maintain a measure of continuity to this committee. The exception is when an Officer or Board Member has completed their term of office, he or she is automatically asked to chair the Committee according to the Constitution and Bylaws.

15- The Secretary shall notify all committee appointees in writing within 10 days of their appointment. In turn, they must accept or decline their appointments in writing within 30 days of said notification. The Secretary will also notify terminated committee members in writing within 10 days of their termination.

16- The Secretary shall update Standing Rules semi-annually. (Updated April 30, 2017 DLM).

17 - The Security Policy shall be reviewed by the Board annually.( updated April 30, 2017 DLM)

18- Results of all elections, including but not limited to votes related to the national specialty judges selection and the general election shall be posted to the Club's website and e-mail list as soon as possible after votes are counted.

19- The CSCA Board shall draft or shall approve a contract with every vendor who performs a service for CSCA in excess of \$500.

20- CSCA will secure and maintain a directors' and officers' insurance liability policy up to 9 job titles with coverage limit of at least \$50,000. (April 11, 2016 SMSH)

21- The CSCA shall, through its Board or Committees, require competitive bids for any service valued in excess of \$250.

22- CSCA will accept and post announcements related to the Clumber Spaniel Club of America or to the health and welfare of the Clumber Spaniel on its website as approved by the Board of Directors. For-profit links are generally not appropriate for inclusion on the CSCA website; however, for-profit health links recommended by the CSCA Health Committee will be considered. Announcements approved by the board of Directors will be forwarded to the Website web master for posting. (Updated April 30, 2017 DLM)

23- Any cover or inside cover of a CSCA publication with the exception of the Clumber Chronicles shall be a non-show picture or portrait of a Clumber or Clumbers that are not identified on said cover. (9/08)

24- The CSCA Standing Internal Audit Committee consists of at least one Board Member and 2 CSCA general members-in-good-standing. The purpose of this committee is to audit the Club's financial records annually. (9/08)

25- The Vice President is designated as the second signer on all bank accounts and may be appointed to transact banking business, including making payments, in the event the Treasurer is unable to fulfill this responsibility. (Feb. 25, 2013)

Standing rule number one: Eliminated June 23, 214 (SMSH) Standing rules re-numbered. (SMSH June 23, 2014)

Standing rule number 4 deleted April 11, 2016 (SMSH) Standing rules re-numbered. (SMSH)

Original standing rule number 10 deleted on April 30, 2017 ( DLM).

## **NATIONAL SPECIALTY SHOW:**

1- The National Specialty Show shall rotate among the three (3) geographical regions. These regions shall have closely equivalent membership population. The central region shall consist of ND, SD, NE, KS, OK, TX, MN, IA, MO, AR, IL, LA, MI, WI, IN, OH, KY, TN, MS and AL. The remaining states shall be in the eastern and western regions. The most recent evaluation was done in October 1993.

2- The National Specialty show shall be held in the spring (March through June). For the purposes of these Standing Rules, the rotation shall be in the central region in 1994, the western region in 1995, the eastern region in 1996, and returning to the central region in 1997. If the geographical rotation is to be changed, it must be approved by a majority of the membership.

3- The selection of the National Specialty show Judge shall be made each year by the membership. The Secretary shall mail a preliminary judges ballot consisting of those judges regularly approved by the AKC who live in the United States and are licensed to judge Clumber Spaniels as of 14 days prior to the mailing of the ballot to the membership. Members in good standing may write in candidates directly on the preliminary ballot, but must include on a separate sheet of paper the following: judge's name, contact information including address, phone number and email address, and in what country the judge is licensed.

- a) If the write in candidate receives votes in the top five, the Secretary will within 3 business days contact the AKC Judging Operations Department to confirm that the candidate is eligible to begin approval procedures, if elected, or confirm that a judges' number is already assigned to the foreign judge and that the judge in question is approved by AKC. Per the AKC procedures, AKC will begin the approval process for eligible judges only if an invitation to judge the National Specialty is issued by the Club. (10/10)
- b) Each member may send, to the Secretary, up to three (3) nominations. A ballot containing the names of the five (5) Judges who have submitted their resumes and received the highest number of nominations shall be sent to the membership for their vote. In case of ties, the roster shall be increased to include all of those nominations involved in the ties(s). (4/08)
- c) On the final ballot, each member may cast one (1) vote for National Specialty judge. In the event of a tie, those judges tied for first place will go to a second ballot. A judge receiving the highest number of votes on the final ballot who is unable to judge will automatically be placed on the final ballot the following year.

4- The names of the five (5) Judges received the highest number of votes shall be published in the Clumber Chronicle.

5- A) The Show Chairman shall contact the Judges in order of the balloting results, until an acceptance is received. In the event a show Chairman has not yet been selected, the club secretary will contact the judges on behalf of the Board of Directors and in order of the balloting results until an acceptance is received that is accord with reasonable and customary expenses. Expenses to be covered are travel, lodging, meals, and judging fee. B) The CSCA National or CSCA Specialty judge is required to refrain from judging Clumber Spaniels for six months prior to their judging assignment. (July 28, 2014 SSMH)

6- The show committee shall be responsible for making travel arrangements for the Judge. The show committee is encouraged to consult with All Breed Clubs on Judges to help with expenses.

7- There may be up to a \$3500.00 advance for the National Specialty expenses. Any amount over this requires Board approval. (Updated April 30, 2017 DLM)

8- The Show committee shall get competitive bids for all sizable expenses (catalogs, ribbons, etc.). These bids need not come from the geographic region where the show is being held.

9- In connection with the Best of Breed competition, the Judge may select up to two (2) dogs and up to two (2) bitches to receive an Award(s) of Merit. These awards shall be given to those not receiving Best of Breed, Best of Opposite Sex, Select dog or Select Bitch. (July 2012) The dog designated as Reserve Winners dog and the bitch designated as Reserve Winners bitch shall receive a three point major provided there are twice the number required for a five point major in the winners' sex at the National Specialty. (AKC Chapter 16, section 1) (Sept. 2012 SMSH).

10)( A).There shall be a regional specialty or an independent specialty held in conjunction with the National Specialty beginning in 2015. (April 28, 2013, SMSH) CSCA Regional Specialties are not required to offer trophies. (SMSH Nov. 2013)

B) Judges Selection: The show chair shall contact the judges in order of the balloting results after the judge for the National has been selected. (March 10, 2014, SMSH).

C) The National Committee selects the Regional judge from the five judges receiving the highest number of votes, giving consideration to proximity to national show site location. (October 15, 2016 DLM)

D) The Club may officially support two (2) or more all-breed shows held in the area of the National Specialty show (known as trailer shows). The selection of these shows shall be made by the members, through the Board member(s) of the show giving region. Trophies for these shows shall be paid for by the Club at an amount not to exceed \$75 and shall include Best of Breed and High in Obedience Trial.

11- The Show Committee shall select a Sweepstakes Judge. Preference shall be given to present and former breeders and breed handlers.

12- (A) Dogs entered in the National Sweepstakes must be entered in a regular class at the National show, (excluding the Regional and trailer shows). This requirement does not apply to Gun Dog or Veteran Sweepstakes.(March 10, 2014, SMSH)

(B).Clumber Champions may be shown in the Sweepstakes.

(C) Dogs entered in Gun Dog Sweeps must have earned a minimum of one leg toward an AKC hunt title. (March 10, 2014, SMSH).

(D) Sweepstakes in Gun Dog Sweeps and/or Veterans Sweeps can show if spayed or neutered. (April 30, 2017 DLM)

13- The club does not pay a judge's fee or transportation expenses to Sweepstakes Judges, but will pay one nights lodging and 2 meals either the night before or the night after the schedule date of Sweepstakes Judging. Lodging expenses will not exceed the room fee charged by the Show Headquarters hotel.

14- All trophies offered at the National Specialty Show shall bear the likeness of a Clumber Spaniel and /or the letters "CSCA" and the year of the award. After the National is completed, the un-awarded trophies can be distributed at the discretion of the Board. These trophies are not to be offered for sale (May 23, 2016 SMSH)

15- There is to be a full page in the National Specialty Show catalog each year for the Best of Breed Winner and the High in Trial Winner of the previous year.

16- A list of all previous Best of Breed and High in Obedience Trial winners shall be printed in the show catalog.

17- Tracking and Hunting Test shall be on separate days.

18- The Board of Directors of the CSCA recommends to the show-giving club Committee that Tracking and Hunting be held before the National Specialty, with the final decision being left to the committee.

19- (a) The Board will consider all National Specialty proposals from the designated region received on or before March 1<sup>st</sup>, approximately 3 years in advance of the National. If no acceptable proposals are received by that date, proposals will continue to be considered from the designated region. After September 1<sup>st</sup>, approximately 2.5 years prior to the National, proposals will be considered from any region ~~in the order received~~. (Updated October 15, 2016 DLM) If no proposals are received by September 1<sup>st</sup>, approximately 1.5 years prior to the National, the board will assume responsibility for putting on the National.

(b) The Show Chairs listed on the accepted proposal may not change without prior approval of the Board of Directors. Requests to change the show chairs must be received by the Board of Directors with sufficient time to act on the request and ensure all documents are filed on time with the AKC for the National Specialty Show. (November 8, 2014, SMSH)

(c) The Show Chairs are to receive copies of the National Specialty Show Guidelines and the proposal submitted by them must contain an affirmative statement to follow these Guidelines. (November 8, 2014, SMSH)

(d) All of the deadlines for proposal submissions will be communicated to the membership. Acceptable means of communication may include the [www.Clumbers.org](http://www.Clumbers.org) website, announcements published in the clumber Chronicles or other means deemed appropriate by the Board of Directors to reach as many members as possible. (November 8, 2014, SMSH)

20- The National Show committee will leave the place, time & date of the Annual General Meeting up to the Board of Directors as stated in the by-laws under Article II, section 1- meetings.

21- The acting CSCA Treasurer shall be the person designated to assume the duties and responsibilities of the National Show Treasurer.

22- National and Regional Judges shall be precluded for 10 years from the ballot following their judging assignment. This will be effective in 2009. (Updated October 15, 2016 DLM)

23- The CSCA National Specialty Committee will supply information related to the National Specialty and associated seminars, events, etc. necessary for a successful National Specialty directly to the CSCA Website sub-committee for posting. No prior approval from the Board will be required for National Specialty information to be posted. (3/08)

## **AWARDS:**

Awards shall be tabulated according the AKC (Phillips) records and shall run from January 1<sup>st</sup> through December 31<sup>st</sup> each year. The awards shall be presented at the Annual Banquet in the following order:

- |                            |                                 |
|----------------------------|---------------------------------|
| 1. For Dogs: Junior Hunter | 2. For People:                  |
| Senior Hunter              | Rae Furness Memorial Award      |
| Master Hunter              | Edie Donovan Good Sportsmanship |
| Tracking                   | President's Award               |
| Tracking Excellence        | Bill Blakely Memorial Award     |



Variable Surface Tracking  
 Novice A  
 High Scoring Obedience\*  
 Therapy Dog  
 Gable Versatility Award

Cypress Woods Breeder of Best Puppy Award  
 Sunshine State Owner of Best of Breed Winner Award  
 Crystal Owner of Best of Opposite Sex Winner Award  
 Clussexx Best of Opposite Sex Winner Owner Award

## **AWARDS (cont)**

### 1. For Dogs:

Sporting Dog Cup  
 Companion Award  
 Curtis Challenge Trophy  
 Oakhill Stud Dog Award  
 Ashley Brood Bitch Award  
 Canterbury Cup  
 Drumhill Cup  
 Luke Cup  
 CSCA AKC Hunting Title Award (6/08)  
 CSCA Versatility Award  
 Companion Award

\* The High Scoring Obedience award is given to a member in good standing whose dog has the highest qualifying score, in a regular class at an AKC Obedience Trial. The award is applied for by the handler. If there is a tie score, both scores will be acknowledged.

The Clumber Spaniel Club of America shall supply one (1) small trophy/award for each perpetual trophy/award to be taken home by the owner, with the exception of those that have a tie. If the winning dog is co-owned, additional small trophies/awards may be purchased at the co-owners(s) expense. The exception to this is the Curtis Challenge Trophy.

## **BREEDER REFERRAL:**

1- The following items are required of a member petitioning to be placed on the Clumber Spaniel Club of America breeder referral list per the revision to Breeder Referral by CSCA Officer and Board of Directors on March 28, 2008:

### **Requirements and Guidelines for Membership on the CSCA Breeder Referral List And Breeders Wishing to List Clumber Spaniel Litters**

- I. Application for membership on the CSCA Breeder Referral List completed, signed and dated.
- II. Breeder Referral List members must be members(s) in good standing of the CSCA for a minimum of three (3) years.
  - Payment of a \$25.00 onetime non-refundable fee payable to CSCA.
  - Have bred at least two (2) litters greater than twelve (12) months apart.
  - Have placed at least a title on two (2) Clumber Spaniels.
  - Provided one (1) letter of recommendation from a buyer of a puppy of a previous litter.

- III. Breeder(s) listing a litter must be a member in good standing of the CSCA for minimum of one (1) year.
- Payment of a \$10.00 non-refundable fee to CSCA for listing each litter for a maximum of nine (9) months.

Revised & approved April 30, 2016

Revised & approved October 15, 2016

Revised & approved June 22, 2011

Revised July 30, 2009

Approved September 26, 2007

**Updated as changes have occurred, with dates noted.**

## Schedule A

### CSCA National Specialty Proposal Schedule

<b>Date of NS</b>	<b>Region</b>	<b>Proposal deadline from Region (3 years in advance)</b>	<b>Proposal deadline open to any region (in order received)</b>	<b>Proposal deadline if nothing is received (Board assumes resp.)</b>
2014	East	Mar-11	Sep-11	Sep-12
2015	Central	Mar-12	Sep-12	Sep-13
2016	West	Mar-13	Sep-13	Sep-14
2017	East	Mar-14	Sep-14	Sep-15
2018	Central	Mar-15	Sep-15	Sep-16
2019	West	Mar-16	Sep-16	Sep-17
2020	East	Mar-17	Sep-17	Sep-18
2021	Central	Mar-18	Sep-18	Sep-19
2022	West	Mar-19	Sep-19	Sep-20
2023	East	Mar-20	Sep-20	Sep-21
2024	Central	Mar-21	Sep-21	Sep-22
2025	West	Mar-22	Sep-22	Sep-23

\*Updated Standing Rules (10/10)