



POLICIES, GUIDELINES AND OPERATING PRACTICES

SECTION 1. GENERAL OPERATIONS.

Using the Name of the Club: No club member may speak in the name of the Club without approval of the Board. This includes the use of Club letterhead stationery and the Club logo.

(New Inclusion 6-2009) Board Member Attendance: Notification will be given to any Board Member that has missed 2 consecutive meetings and will be given notice that their attendance will be required at the next scheduled meeting or they will be removed from office. There were certain factors determining this decision and inclusion explained below, let it be said the below described action has no bearing on any future outcomes should this issue arise again with any other board member.

According to the NCAMA By-Laws Article 6 Section 8, a board member shall be removed from office if the board member misses 3 consecutive meetings. On June 6, 2009 a board member was removed from office per the above Article and was reinstated by appointment from the board per Article 6 Section 8. There were 3 determining factors leading to the reinstatement of the Board member (1) There was nobody willing to assume this position on the board (2) The position in question was to be playing a vital role in upcoming correspondence for the club and its events (3) The board member in question wished to continue their duties on the board and agreed to adhere to By-Laws for the remainder of their term.

Member Notification of Board Agenda Items: Issues coming before the Board involving committee business or individual members must be announced to the individuals involved before the meeting and their attendance requested.

Property: Club property may be loaned to members only. A written request is to be submitted to the Board and each request acted upon individually. No property should be out one month prior to a club event where the items are needed. Members must take responsibility for the borrowed items and return them in good condition.

SECTION 2. FINANCIAL.

Audit: Club books will be audited once a year.



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Payments: All bills over \$25 will be paid by check. Requests for payment must be submitted to the Treasurer no later than 6 months after the expenditure.

Spending Limit: No member shall spend more than \$50 for Club business without prior Board approval. Cost estimates for amounts over \$50 must be submitted to the Board for approval with the exception of committee chairs working under previously approved budgets.

SECTION 3. SPECIALTY SHOW.

Frequency: The Club will have at least one Specialty Show each year.

Conformation Judge Selection: Judges shall be selected by majority vote of the general membership. First round judges' poll will be mailed in the newsletter 15 months prior to the show. The list of judges for this first round will consist of the National & Regional Specialty Conformation Judges Poll compiled by AMCA for the year in which the show is to be held. This list will already exclude ineligible judges in accordance with AMCA SR D-14 that have judged either a National or Regional show within the last seven (7) years. Active, voting members will be able to vote for up to five (5) judges. The top 5 judges from this round will be used for the second-round ballot. The second-round judges' poll will be mailed in the newsletter 14 months prior to the show. Members may vote for up to three (3) judges on this ballot. The top two (2) judges will be selected from this round and will be contacted by the show chairman to establish their availability. If these judges are not able to accept the assignment, then the next top vote getters will be contacted until someone is able to accept.

(Revision 2005) In May 2005 concerns were reported to the Board of Directors about the increasing costs of the Judges and whether NCAMA would be able to sustain such costs. The Board of Directors made the decision to not use the previous method of obtaining judges (as described above). Instead, the Show Secretary will contact the All-Breed Club of which the Specialty will be held in conjunction with and obtain a list of judges from them as to which ones could be used for the Specialty. From that list voting will be held by the NCAMA members and the top vote getter will be contacted to inquire on their fees and if financially feasible for their acceptance. If this person is not able to accept or the fees are too high, the next top vote getter will be contacted until there is a judge that is both financially acceptable to the club and NCAMA in turns receives an acceptance.



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Sweepstakes Judge Selection: Sweepstakes Judges shall be selected by majority vote of the general membership. Along with the first-round conformation judges' poll, names will be solicited for Sweepstakes assignments. The show chairman will contact names submitted and request a biography of their Malamute experience. These bios will be published in the newsletter 9 months prior to the show. The list of judges that have had bios published will be put on a ballot in the newsletter 6 months prior to the show. The top vote getters will be contacted by the show chairman to establish their availability. If these first judges are not able to accept the assignment, then the next top vote getters will be contacted until someone is able to accept.

SECTION 4. AWARDS.

Award Period: January 1 to December 31 of each year will be the awards period with awards to be presented at the January Annual Meeting.

Awards The club shall pay for one award plaque for each dog submitted. For subsequent titles, the club shall pay for additional engraving on the same plaque.

SECTION 5. WEB SITE.

General Policy: The board of directors may appoint a Webmaster to establish and maintain a web site for the club. All content must be related to NCAMA and the Alaskan Malamute breed. All content must be approved by the board before it is posted on the web site.

Email Discussion List: An email discussion list may be created for the use of members to exchange NCAMA related business and information. The Webmaster will be the administrator of the list and shall have the authority to determine the appropriateness of emails posted to the list. If a posting is determined to be inappropriate, the administrator shall issue an email warning to the sender. If the sender repeats the inappropriate email, then the administrator may put the sender on moderated status where their emails must be reviewed before they are posted to the list. If the sender still persists, then the administrator must get board approval before removing the member from the list.