



Policies
and
Procedures

Amended August 22, 2017

The Board of Directors of the Obedience Training Club of Palm Beach County recognizes the Club's Constitution as the governing body of Rules to provide guidance. The Policies and Procedures are in place to give guidance on processes and procedures to run the Club.

The Board of Directors recognizes its fiduciary responsibility to manage the finances of the Club and its activities.

Issues needing immediate attention should be brought to the attention of the President of the Club. The President will work on solutions with the appropriate people / organizations / businesses. The President will keep the Board apprised of any emergent situation.

The Club's property is entirely smoke-free.

GENERAL MEMBERSHIP

1. The Obedience Training Club of Palm Beach County, hereafter referred to as OTCPCB and/or the CLUB, is operated entirely by volunteers. Membership in the Club entitles one to the benefits and use of the facilities, the knowledge of our instructors and the association with others who share a love of dogs and an interest in obedience, rally, agility and tracking.
2. Membership also brings with it the responsibility to contribute to the Club's success. We need your help. We ask each member to perform Club service. Whether this takes the form of teaching, assisting, stewarding, or chairing a committee or team will be determined by each member's skills and ability.
3. All members of OTCPCB are encouraged to attend club meetings and participate in club functions.
4. All members of OTCPCB having an Access Card shall have unlimited free access to the Club's building. Members without an access card and non-members shall pay a fee per dog to be determined by the Board on an as needed basis.

~~No charge will be assessed to members currently teaching or assisting with a class when training up to two (2) dogs. RESCINDED 8/22/2017~~

5. In place of instructors having 10-15 minute training time before or after their classes, or within the week they teach, an increase in pay will be instituted. \$30.00 for a six-week class; \$20.00 for a four-week class. There will no longer be free training by the instructors. The above increase will be given to all instructors (excluding the Agility teachers) whether they have an access card or not. This increase will enable the instructors to pay the \$5.00 per training fee for those without access cards. The instructors without access cards will need to train & pay only when coming into the building with someone holding an access card or while the building is in use. The key in the keybox is not meant to be used for unlimited training and at no time shall be used as such. Anyone using the keybox outside of the day of their class will be taken off the instructor roster and will be liable to suspension from the club for a period of six months. 8/22/17
6. No puppies under the age of three (3) months and without proper inoculations will be allowed in our training facility unless they are enrolled in a puppy class.
7. Bitches in season are not allowed in our training facility with the exception of a Barn Hunt Association event and NACSW Event. Handlers of bitches in season must follow the rules of the event organization regarding participation of bitches in season. Both organizations require Handler's to give adequate notification to trial hosts (72 hours for NACSW and 15 minutes before the start of the first trial for Barn hunt). Both require that bitches in season wear panties and run at the end of the run order. Bitches in season must be clearly identified and crated separately from other dogs. <http://nacsw.net/trial-information/trial-rule-book>
https://www.barnhunt.com/rules/barnhunrules_2014_final.pdf

8. Due to space constraints, only hard or soft crates will be allowed in designated areas of the facility. X-pens are only allowed in the crate room when in use during a day when an event is not taking place. When not in use they must either be removed or folded and placed against a back wall in the crate room.

Instructor's crates may be left in the crate room through the duration of the classes that they are scheduled to teach and must be clearly identified with a name tag. Any crate left in the crate room by a member not instructing for more than 2 consecutive days will be removed.

~~Instructors and/or assistants of classes have priority in the run-through rings with one (1) dog only on the date they are teaching/assisting. Any instructor and/or assistant requiring a run-through shall inform the person next in the ring that he/she is instructing/assisting in a class and wishes to exercise his/her right of priority. The handler and dog currently using the ring will be allowed to complete their ten (10) minutes time allowance. Any member refusing to yield to such request will be subject to disciplinary action by the Board. If there is no time available for the instructor to train on the night they teach a class, they may train one other time during that week. The key code is not meant to be used for unlimited training. (Added 8/14/17 but passed approximately 2010 or earlier.) RESCINDED 8/22/2017~~

9. Any member of the Club conducting private group classes for a fee, may not make use of the Club's training nights to:
 - a. Give private instructions to their students.
 - b. Solicit for their personal classes.
 - c. Have a potential client meet them at the club.

10. Any of the above conduct will be considered improper and prejudicial to the welfare of the Club

11. A member conducting private group training classes for a fee may not serve as an Officer or Member of the Board of Directors of the Club, thereby eliminating any conflict of interest.

12. No member of the Club shall use or disclose any OTCPCB member information, including names, addresses, telephone numbers, e-mail, addresses or other member lists or information for solicitation of a private individual or group training solicitation of services, solicitation of sales or any other activity which would result in personal gain.

Personal gain is hereby defined as any monetary or proprietary gain or value derived from such prohibited use. Each Club member acknowledges that violation of this policy in any manner would interfere with, diminish and otherwise jeopardize and damage the business and goodwill of the Club and shall constitute cause for suspension or termination of Club membership. This prohibition shall continue for a period of twenty-four (24) months following the voluntary or involuntary termination of membership.

13. Members are allowed ten (10) minutes per run-through or training time in the training rings.

- ~~14. Any Club members who train their dog(s) at the facility without paying the training fees shall be subject to a thirty (30) day suspension from the Club. A second offense carries a sixty (60) day suspension and a third offense means suspension for the remainder of the calendar year or six (6) months whichever is greater. **Rescinded. See #5**~~

- ~~15. All members of OTCPCB who do not have an Access Card shall pay a fee per dog per evening unless they are teaching or assisting with a class that week, in which case their personal training would be at no charge. This is limited to instructors and assistants with no more than two (2) dogs. Fees to be determined by the Board and approved by the membership. Members who do have an active Access Card do not need to pay for their run-throughs. **Rescinded. See #5**~~

16. Any of the above conduct will be considered improper and prejudicial to the welfare of the Club.

17. OTCPCB will only provide insurance for Club related activities sponsored by OTCPCB at Board approved sites.

18. No Club mats or equipment shall be rented out unless it is for a Club function and is approved by the Board of Directors. Mat and equipment rental may be a part of the building rental. **(See Rental of the Building.)**
19. All complaints must be made in writing by a Club member, signed and presented to the Secretary.

RENTAL OF THE BUILDING

Renting the building must be limited to dog clubs in the general area. Renting would depend on the proposed activity and the availability of the building and/or property. Clubs renting the building must have a Certificate of Insurance covering the activity on the specified date(s). The club renting the building is responsible for any damage to the building or property and must abide by the No Smoking Policy. The price for renting the building would be determined by the Board on an annual basis. All renting requests need to be approved by the Board. The organization renting the building must be given an orientation to the property including fire safety, electrical safety, no smoking, etc.

SEMINARS

Seminars need to be limited to the training of dogs. The charges for the seminar need to be approved by the Board. Payment to the seminar presenter needs to be approved by the Board.

ACCESS CARDS

1. All members are eligible to purchase an Access Card from the Club for clubhouse access. A refundable deposit is required on all cards. The amount of the deposit is to be determined by the Board on an annual basis. Access Cards may be purchased for one (1), three (3), six (6) or twelve (12) months. The fees will be set by the Board of Directors on an annual basis.
2. A Club member who purchases an Access card and keeps it in an active status does not have to pay for run-throughs. If a member does not renew his/her access card, then the member will pay for each run-through on each day for each dog. The fees for run-throughs will be set by the Board on an annual and as needed basis.
3. A member's access card may not be given to another member to gain access to the Club.
4. Effective July 1, 2017, any individual approved for membership in OTCPCB, must accrue a minimum of twenty volunteer hours of service, and be a member in good standing for a period of six months, before being eligible to apply for an access card. Any other applicant voted in after July 1, 2017, who has not completed the twenty hours of volunteer hours will not be eligible for an access card for a period of one year. (5/25/17)
5. In order for any current OTCPCB member to renew or purchase an access card, said member must have accrued the minimum volunteer hours during the previous twelve months. If member has not accrued minimum volunteer hours, then the price of the card will be increased to \$100.00 for three months, \$160.00 for six months and \$275.00 for one year. This increase will not apply to any instructor who has taught three or more classes during the previous twelve months. This will not become effective for current members until January 1, 2018. (5/25/17))

VOLUNTEER HOURS

Members will report their volunteer hours to a designated Club person as they are accrued. All volunteer hours must be reported by January 15 of the new year; otherwise the volunteer hours will expire. The Board of Directors will, on an annual basis, determine the minimum number of volunteer hours a club member needs to earn each calendar year.

Attaining the minimum number of volunteer hours will create for the club member the opportunity to take advantage of club discounts in training, formalized classes, seminars, etc.

ACTS OF AGRESSION

Members must follow the training director's, instructor's, or event coordinators' guidelines and directions regarding the behavior and control of their dog(s) at all times.

1. Classes:

- a) Instructors or class members who observe a dog behaving aggressively in class may file an incident report with the Training Coordinator. Reports must be filed within 5 days of the occurrence. The Training Coordinator must report incident report filings to the Board.
- b) After review, the Training Coordinator may decide to impose limitations upon the dog's participation in group classes. Limitations may include wearing a muzzle, remaining leashed at all times, maintaining a 30' distance from other dogs (the length of 3 stretched-out ring gates), or being denied participation in group classes altogether. Such limitations are imposed by the Training Director on a case by case basis.

2. Government Agency Suspension:

- a) Any member's dog(s) that has been classified as aggressive and/or dangerous by a government agency, including but not limited to the Palm Beach County Animal Care and Control, will not be allowed to participate in any classes, seminars and/or events, etc. sponsored by The Obedience Training Club of Palm Beach County. The dog(s) also will not be allowed to come on to any property owned by OTCPBC. This policy shall only apply to the subject dog(s), not the owner. (1/2017)
- b) The refund of any monies paid by the member for the above will be evaluated by the Board of Directors. (1/2017)

3. Individual Training and Club Events:

- a) Any member who witnesses an act of dog aggression outside of a classroom context (e.g. during individual practice sessions, in the parking lot, at a Show n Go, etc.) may file an incident report with the Board. Filing an incident report incurs a cost of \$10. Reports must be filed within 5 days of the occurrence.
- b) Following a hearing, the Board may decide to impose limitations upon the dog's participation at Club events, including its training while in the presence of other dogs. Limitations may include wearing a muzzle, remaining leashed at all times, maintaining a 30' distance from other dogs (the length of 3 stretched-out ring gates), or being denied building access when other dogs are present. Such limitations are imposed by the Board on a case by case basis.
- c) Any dog that attacks a person or a dog, resulting in an injury, may be barred from participation in Club events until reinstated following the policies and procedures outlined by the American Kennel Club in Dealing with Misconduct at American Kennel Club Events.
- d) Members whose dogs are banned from participation in American Kennel Club events must report these findings to the Board for review.

OBEDIENCE/AGILITY FIELD USE BY CLUB MEMBERS

1. Club member must be approved to use the field by either an OTCPBC Agility Instructor or equivalent. This member should be actively showing or ready to show in Obedience/Agility. No inexperienced members will have access to the field unless participating in an organized instructor led activity.

2. Club members must purchase a building access card for one (1), three (3), six (6) months or one (1) year.
3. In addition to the purchase of the card, the member will also pay \$10.00 per month for the use of the Obedience/Agility field
4. No member having access to the field can bring anyone else into the field to train their dog unless they also have met the criteria listed above.
5. The gate will be secured with a combination lock. The lock combination will be changed once a month or as needed. All members having an activated building access card, who have paid the additional \$10.00 per month & have been approved to use the field, will be sent the code to the combination lock.
6. Club member using the field must be responsible for putting all equipment that was taken out of the shed back into the shed as well as making sure the shed is locked securely and the combination lock on the fence is secured and the field lights are turned off.
7. Failure by a member to adhere to any of the above guidelines will result in having their field privileges revoked immediately. No monies will be refunded.

TRAINING COORDINATORS

Definitions:

Class: Learning sessions presented in an organized fashion to teach handlers how to train their dogs. Usually for a specific number of weeks.

Run-throughs: Dogs and handlers practicing specific exercises or portions of exercises without the aid of a paid trainer. Fees for run-throughs will be set by the Board of Directors on an annual basis.

Club Sponsored Run-throughs / drill: Specified activities promoted by the Club for a specific period of time usually with an identified leader.

Seminar: Specific learning session sponsored by the Club, led by a highly experienced handler and trainer. Usually working and audit spots are offered.

1. Training Coordinators must submit a report to the Secretary of the Board of Directors due by the date of each Board Meeting. The report must include the status of classes, instructors and any pertinent problems i.e., equipment issues, etc. The president may ask the coordinator to attend a Board meeting to discuss issues.
2. Coordinators will report to the President of the Club.
3. Coordinators are responsible for coordinating the training of their respective discipline. This includes scheduling classes, scheduling instructors, training new instructors, answering questions and problem solving.
4. Coordinators may work to grant exceptions to class schedules and schedule students to come to certain classes.
5. Students who wish to "drop in" to a class must be cleared by the respective Coordinator.
6. Coordinators may cancel and/or reschedule classes due to lack of enrollment, instructor problems or other issues.
7. Questions on Policies and Procedures, changes in pricing of classes, pricing of equipment used in training, etc. may be submitted to the Board. Questions need to be answered within three (3) business days.

8. The Board will assure that training equipment used in each discipline is safe and functional. Training coordinators need to report any unsafe issues to the President of the Board.
9. Scheduling of classes needs to be coordinated between the Coordinators. One ring must be available at all times for member run-throughs.
10. Payment for a class must be completed when registration is sent.
11. Class cancellation policy: Because class size is limited and sufficient time is necessary to contact alternate students class tuition may only be refunded if notice, in writing (letter or email), is received seven (7) business days prior to the start of the class by the instructor or the Training Coordinator.
12. Once a class has started, no refunds will be given for missed classes.
13. All class instructors and one (1) assistant instructor will be compensated with the fee set by the Board of Directors.
14. Non-club member who IS hired to teach a class will be compensated at a rate determined by the Board of Directors.

AGILITY TRAINING COORDINATOR

This Coordinator is to be a member of the Club and shall be appointed by the President with the approval of the Board of Directors

This Coordinator shall have full responsibility of the various agility classes conducted by the Club. The Agility Training Coordinator may appoint a member of the Club as Assistant Agility Coordinator to aid in the performance of the duties.

This Coordinator shall have the authority to bar from attendance at classes and from the training area any dog and/or handler who, in his/her opinion, tend to disrupt the classes.

The Agility Coordinator and assistant may attend board meetings – but do not have a vote.

NOSE WORK TRAINING COORDINATOR

This Coordinator is to be a member of the Club and shall be appointed by the President with the approval of the Board of Directors

This Coordinator shall have full responsibility of the various nose work classes conducted by the Club. The Nose Work Training Coordinator may appoint a member of the Club as Assistant Nose Work Coordinator to aid in the performance of the duties.

This Coordinator shall have the authority to bar from attendance at classes and from the training area any dog and/or handler who, in his/her opinion, tend to disrupt the classes.

The Nose Work Coordinator and assistant may attend board meetings – but do not have a vote.

OBEDIENCE AND RALLY TRAINING COORDINATOR

This Coordinator is to be a member of the Club and shall be appointed by the President with the approval of the Board of Directors.

This Coordinator shall have full responsibility of the various obedience classes conducted by the Club. The Obedience Training Coordinator may appoint a member of the Club as Assistant Obedience Coordinator to aid in the performance of the duties.

This Coordinator shall have the authority to bar from attendance at classes and from the training area any dog and/or handler who, in his/her opinion, tend to disrupt the classes.

The Obedience and Rally Coordinator and assistant may attend board meetings – but do not have a vote.

TRACKING COORDINATOR

This Coordinator is to be a member of the Club and shall be appointed by the President with the approval of the Board of Directors

This Coordinator shall have full responsibility for the various tracking classes conducted by the Club. The Tracking Coordinator may appoint a member of the Club as Assistant Tracking Coordinator to aid in the performance of the duties.

This Coordinator shall have the authority to bar from attendance at classes and from the training area any dog and/or handler who, in his/her opinion, tends to disrupt the classes.

This Coordinator shall formulate plans for all Tracking Tests held by the Club, recommend judges, conduct tests, perform other functions, and submit his report to the Board of Directors.

The Tracking Coordinator and assistant may attend board meetings – but do not have a vote.

AKC Test Worker Option for Tracking shall be defined as any Club member, in good standing, who has worked or served as: Tracking Coordinator, Judge: Test Chairperson/Secretary, Tracklayer, Cross-tracklayer, Chief Tracklayer, Hospitality Coordinator, Official Driver, or served and attended as a member of the Tracking Test Committee at an OTCPCB Tracking Event. Any Club Member who qualifies under these criteria shall be issued a Tracking Certificate signed by the Test Secretary and shall be eligible for the Worker Option. This shall qualify them to be placed into a separate drawing for tracks, according to The AKC Test Worker Option Table. Please refer to Chapter 1. Section 13: Test Worker Option in the AKC Tracking Regulations. This certificate shall be good for two (2) years. A copy of the certificate shall accompany the AKC Entry Form when entering tests.

INSTRUCTOR COMPENSATION

Instructors must be club members, although non-members may teach with Board approval if there is no suitable member instructor available. Instructors are compensated per the following schedule:

Type	Number of	Fee
Basic or Puppy	More than 6	\$180 (8/22/17)
Basic or Puppy	4-6	\$145 (8/22/17)
CGC	More than 6	\$155 (8/22/17)
CGC	4-6	\$120 (8/22/17)
Competition Obedience	More than 5	\$155 (8/22/17)
Competition Obedience	4-5	\$120 (8/22/17)
Rally	More than 6	\$155 (8/22/17)
Rally	4-6	\$120 (8/22/17)
Nose Work	More than 6	\$155 (8/22/17)
Nose Work	4-6	\$120 (8/22/17)
Agility	4-5	\$150 (4/3/17)
Agility	6 or more	\$175 (4/3/17)
Sequencing, Weaves	4-7	\$100
Master's Excellent Agility	4-6	\$125
Therapy	More than 6	\$155 (8/22/17)
Therapy	4-6	\$120 (8/22/17)
Drill or Other Drop in Class	Unlimited	20% of gross

Run-throughs Facilitator	Unlimited	20% of gross (may be split)
Specialty Class (4 weeks)	More than 5	\$65

Instructors who teach 3 Basic Obedience or Puppy classes with 6 students or more in a calendar year receive a \$50 bonus upon completion of the third class.

Instructors who teach 6 classes or more in a calendar year receive a \$100 bonus upon completion of the sixth class.

It is each instructor's responsibility to track the classes she has taught and notify the respective training coordinator of her eligibility for the bonus.

Instructors teaching classes with enrollments of more than 6 students are encouraged to use an assistant.

Assistants are compensated per the following schedule:

Type	Number of Students	Fee
Basic or Puppy	More than 6	\$75
Basic or Puppy	4-6	\$50
CGC	More than 6	\$75
CGC	4-6	\$50
Competition Obedience	N/A	\$50
Rally	N/A	\$50
Nose Work	N/A	\$50
Intro to Agility	N/A	\$50
Therapy	N/A	\$50
Master's Excellent Agility	N/A	\$50
Specialty Class (4 weeks)	N/A	\$25

"N/A" means that assistants will receive compensation regardless of the number of students in a class.

Instructors who propose new classes to their respective training coordinators are eligible for a \$50 bonus if the new class attracts at least 5 students the first time it is offered. Instructors may exercise the "new class bonus" option twice per year. Proposing a new class "means submitting a class title, description and week-by-week training plan to the appropriate coordinator for approval.

INSTRUCTOR & ASSISTANT REIMBURSEMENT

1. To collect reimbursement, instructors must complete a reimbursement request along with the documentation of expenses incurred for that class including mileage and submit to the appropriate training coordinator for their signature. The training coordinator submits the form, once signed, to the treasurer. Instructors must complete reimbursement requests within 30 days of the last day of class.
2. Instructors must complete a W-9. It is filed with the treasurer. At the end of the year, if an instructor has earned \$600 or more less expenses, they will receive a 1099.

SCHOLARSHIP INCENTIVE PROGRAM

Six-Week Classes

Instructors who teach a minimum of 3 classes during the same calendar year may receive one \$100.00 scholarship grant, which they may apply towards the attendance at a recognized training seminar or a class.

Those instructors who teach 2 classes receive a \$50.00 grant. Six-week classes include offerings across disciplines (nose work, obedience, agility, etc.)

Assistants who help with 3 or more classes may receive a \$50 grant.

Not all classes and seminars are eligible. Stipulations on eligible seminars and classes appear below.

1. The purpose of the Scholarship Incentive Program is two-fold:
2. To provide instructors with opportunities to increase their knowledge of dog training and dog sports.
3. To provide a benefit to club members who repeatedly teach classes.
4. Scholarship Incentive Program grants are to be sourced from the club's instructional budget, not from the budget of any club- sponsored seminar.
5. Stipulations and Exclusions. Scholarship Incentive Program grants may be applied to dog training seminars hosted by OTCPCB and by other dog clubs and professional associations. Grants may be applied toward classes offered by OTCPCB only.
6. Instructors become eligible to receive a scholarship incentive grant once they have completed teaching the necessary number of classes for grant eligibility.
7. Instructors must apply for Scholarship Incentive Program grants and provide information about the seminar to which the grant will be applied. If the seminar is being offered by OTCPCB, the instructor may either pay up front and then be reimbursed (in cases where there is competition for working spots) or may register and pay with a check from OTCPCB. If the seminar is being offered by an organization other than OTCPCB, the instructor will register and pay up front and then be reimbursed once the instructor has completed the seminar and the seminar has been approved as appropriate for the grant.
8. OTCPCB reserves the right to deny approval for a grant to any seminar.
9. If an instructor has received a \$50 grant after teaching two classes in the same calendar year who then teaches a third class, the instructor may receive an additional grant of \$50.
10. Instructors may carry forward a Scholarship Incentive Program grant through the next calendar year following the calendar year in which the incentive is earned. Grants may not be carried forward past the following calendar year.
11. Instructors are responsible for documenting the classes taught that make them eligible for scholarship grants.
12. No retroactive grants are available, e.g., instructors may not ask for reimbursement for seminars already taken. Grants must be earned and requested in advance.

Specialty Classes

Instructors who teach a minimum of 3 - four (4) week Specialty classes during the same calendar year may receive a \$50.00 scholarship grant, which they may apply towards attendance at any recognized training seminar.

Drill or Drop-in Classes

A \$50.00 scholarship grant will be awarded to an individual who has taught 24 sessions of drill in the same calendar year following the same procedures listed above.

Run-throughs, Show 'n Go's, Agility Fun Runs, and Sniff N Go Events. Each discipline training coordinator (Tracking, Nose Work, Obedience, Agility) may nominate up to four (4) individuals for

\$50.00 grants after they have provided members with 24 hours of scheduled, structured practice sessions on a regular basis during the calendar year.

All discipline training coordinator nominations are subject to Board approval.

Free Audit Spots

Instructors who teach at least two classes in a calendar year may attend seminars offered at OTCPBC in a non-working capacity ("audit spot") at no charge. There is no limit on the number of audit spots instructors may avail themselves of per year.

TRAINING CLASSES AND FEES

The conduct of the obedience and agility training classes shall be under the direction of the respective Coordinator, or one or more of his or her duly appointed assistants.

Prior to the start of the course, each person receiving instruction in any of the training classes shall pay to the Club a fee, the amount to be determined by the Board of Directors.

SPECIAL PRIZES FOR MEMBER COMPETITION AWARDS

Annually, awards will be given to those members whose dogs have completed titles during the course of the year in accordance with Policy and Procedures # 3.

ACHIEVEMENT AWARD

An Achievement Award will be given to the dog and handler that acquire the highest total of qualifying scores taken from six (6) trials during the course of the year submitted to the Club Statistician.

These scores shall be recorded, by the Club Statistician; the member is to submit these scores in accordance with Policy & procedures # 3. The Club Statistician will compile and compute the winner of the Achievement Award.

Between January 1 and December 31 only one (1) Achievement Award will be given.

In the event of a tie, another score will be submitted until we have a winner. The dog must be handled by the Owner or a member of the immediate family.

HIGH COMBINED AWARD

Recognition will be given to the dog and handler with the six (6) highest combined (Open and Utility) scores. All the above will apply.

D.O.C.O.F. – Dog Obedience Clubs of Florida Annual Competition held Labor Day weekend in Orlando.

GUIDELINES FOR SELECTION OF TEAM

The selection of Club members to participate at D.O.C.O.F. shall be made as follows:

The President shall appoint a D.O.C.O.F. Chairperson. The Chairperson shall appoint a selection committee, which shall include the appointees, the Obedience Coordinator and the Club Statistician. A team shall be chosen based on the following:

Scores – This will be the first criterion. The Club Statistician will have Club member's scores available for committee review. If any member does NOT report their scores, this will affect the scores given to the committee by the Statistician and this will result in an otherwise qualified person being overlooked.

Consistency- Consistency of performance.

Status – Current status of the dog:

Is it between titles and therefore not active in competition, but working regularly at the training facility?

Is it “resting” and not working either in competition or at the training facility?

Club Service – This must be taken into consideration as a possible tiebreaker.

If there is a tie after all the above have been taken into consideration, there will be a run-off on two (2) separate occasions under two (2) qualified individuals. The decision of the D.O.C.O.F. committee to choose the team will be final.

Awards of Recognition

The Board may elect to recognize club members who have done an outstanding job in training and showing their dog(s), taking on tasks that support club activities, etc. These awards may be given out at the December or January General Membership Meetings.

OTCPBC BOARD OF DIRECTORS EMAIL VOTING PROCEDURE

The recording secretary will state the motion, declare voting open and when the voting is to end. A minimum of 24 hours should be allowed after the motion is presented. Motion made by Celeste Platte. Seconded by Steve Campbell. Motion pass unanimously. 5/22/17