

NEW ENGLAND REGION POLCIES

Name

The region of the United Schutzhund Clubs of America (USCA) that includes the states of Massachusetts, Rhode Island, New York, Maine, Connecticut and New Hampshire or as may be amended by the United Schutzhund Clubs of America, shall be known as the “New England Region”.

Objectives

The objectives of this Region shall be to preserve the German Shepherd Dog in accordance with the breed standard as a working dog, to promote humane training methods for the working dog, and to support responsible dog ownership and breeding practices. The Region shall promote training and working trials in furtherance of that objective; and shall also promote breeding, breed surveys, and conformation shows for the German Shepherd Dog. The Region shall promote the training and use of working dogs for any purposes for which working dogs are utilized, and shall promote the training of working dogs among the youth.

Membership

The membership of the New England Region shall include all USCA members and all USCA full member clubs and affiliated clubs located within the New England Region. All clubs must have a minimum of five (5) members, with at least fifty (50%) of the club members residing within the Region.

Officers

The officers of the Region shall be Regional Director, Assistant Regional Director, Regional Secretary, Regional Treasurer, Regional Breed Warden, and Regional Training Director. The positions of Assistant Regional Director, Regional Secretary and/or Regional Treasurer may be combined if it is not possible to fill the vacancies individually.

Duties of the Officers

The Regional Director shall preside at all meetings of the Region and have the duties and authority normally pertaining to that office, including the following:

1. Schedule the events of the Region including working trials, conformation shows, breed survey, regional championships, regional conformation shows and breed surveys, and those for training and education.
2. Issue trial waivers, if circumstances require it, provided the club’s dues and membership list are current; and advise all clubs in the Region of the proposed waiver and the reasons thereof.
3. Schedule at least one regional meeting each calendar year.

4. Insure that all regional member clubs uphold the objectives of USCA and abide by the USCA Constitution and By-Laws.
5. The Regional Director shall perform the duties prescribed by these regulations and the parliamentary authority adopted by the Region, the USCA Regional Policy and the USCA Constitution and By-Laws.

The Assistant Regional Director shall have the duties and authority normally pertaining to that office, including the following:

1. The Assistant Regional Director shall assist the Regional Director and perform the duties assigned to him/her by the Regional Director.
2. The Assistant Regional Director shall learn the duties of the Regional Director, and shall perform the duties of the Regional Director in his/her absence.
3. If the Regional Director is unable to attend a meeting of either USCA Board of Directors, the Assistant Regional Director may attend in his/her place and shall have a vote on either Board of Directors.
4. The Assistant Regional Director shall perform the duties prescribed by these regulations, the parliamentary authority adopted by the Region, and the USCA Constitution and By-laws.

The Regional Secretary shall have the duties and authority normally pertaining to that office, including the following:

1. Take the official minutes of all Regional meetings and distribute them to member clubs within sixty (60) days following the meeting.
2. Maintain the regional minutes and all regional documents and records, with the exception of the financial records maintained by the Regional Treasurer.
3. Assist the Regional Director with the distribution of information for the benefit of the Region.
4. Provide written notification to all member clubs of the region electronic votes, if any, as well as receipts of such votes from the member clubs.
5. The Regional Secretary shall perform the duties prescribed by these regulations, the parliamentary authority adopted by the Region, the USCA Constitution and By-Laws.

The Regional Treasurer shall have the duties and authority normally pertaining to that office, including the following:

1. Maintain the financial records of the Region including the collection, custody and control of the funds of the Region.
2. Insure that all funds are deposited into the Regional bank account in a timely manner.
3. Disburse funds for training programs and other Regional needs, as defined in these regulations and the USCA Regional policy.
4. Provide a report at every Regional meeting detailing the receipt or payment not previously reported.
5. Keep financial records of the Region open at all times to inspection by Regional officers or Regional member clubs.

6. The Regional Treasurer shall perform the duties as prescribed by these regulations, the parliamentary authority adopted by the Region, the USCA Regional policy and the USCA Constitution and By-Laws.

The Regional Breed Warden shall have the duties and authority normally pertaining to that office, including the following:

1. Promote the development of breed wardens and tattooers in the Region.
2. Be responsible for the supervision and training of local breed wardens. Local breed wardens shall report directly to the Regional Breed Warden.
3. Dispense and collect breed registry paperwork and develop Regional breed statistics.
4. Act as the local breed warden when none is available.
5. Promote the Regional Universal Champion (Sieger/in) Program. Keep records of scoring and entries in the program.
6. Assist the host club of the Regional Conformation Show and Breed Survey and serve as the Regional Conformation Chairperson.
7. Attend and assist with the USCA Sieger Show.
8. The Regional Breed Warden shall perform the duties as prescribed by these regulations, the parliamentary authority adopted by the Region, the USCA Regional policy and the USCA Constitution and By-Laws.

The Regional Training Director shall have the duties and authority normally pertaining to the office, including the following:

1. Promote proper and safe training for all aspects of working dog training, especially as it applies the training of schutzhund.
2. Promote proper and safe training for trial helpers, training helpers and handlers by the use of educational seminars and helper evaluation/classification events and organized fun matches.
3. Receive direction from the National Helper Committee regarding the required Teaching Helper Committee.
4. Working directly with the National Youth Director to help implement all youth training programs on a regional and local level.
5. Assist current and new clubs and their training directors.
6. Regional Training Directors shall not advertise their office for personal or professional gain.
7. The Regional Training Director shall perform the duties as prescribed by these regulations, the parliamentary authority adopted by the Region, the USCA Regional policy and the USCA Constitution and By-Laws.

Election of Officers

- a. Term of Office. The officers of the Region shall be elected by ballot and serve a term of office of two (2) years or until their successors are elected. Their term of office shall begin at the close of elections at the annual regional meeting at which they are elected, or when the election results are announced in the case of a mail ballot.
- b. Election Schedule. Elections shall be held in odd- numbered years at the annual Regional meeting held in conjunction with the New England Regional IGP

- Championship.
- c. Nominations. Delegates from full member clubs may nominate candidates for Regional officer positions. Nominations need not be seconded. A candidate need not be nominated to receive ballots, and write-in balloting is permitting.
 - d. Vote Required to Elect. To be elected, a candidate must receive a majority of the ballots cast by the delegates from full-member clubs in good standing in attendance at the Regional meeting. In the event of a mail ballot election, a candidate must receive a majority of the timely ballots received by the Regional Secretary.
 - e. Election Result Notification. The Regional Secretary shall notify the USCA Secretary and the USCA Office of election results within ten (10) days.

Vacancies of Officer Position

- a. Regional Director. In the event of a vacancy in the position of Regional Director, the Assistant Regional Director shall assume the position of regional Director and shall serve the remainder of the term.
- b. Assistant Regional Director. In the event of a vacancy in the position of Assistant Regional Director, an election to fill the office shall be held within forty-five (45) days. An election may be held at a Regional meeting providing all the full-member clubs in the Region are notified in writing not less than thirty (30) days prior to said election; or alternatively by mail, with ballots to be sent to the Regional Secretary. The elected officer shall the serve the remainder of the term.
- c. Regional Breed Warden. In the event of a vacancy in the position of Regional Breed Warden, an election to fill the office shall be held within forty-five (45) days. An election may be held at a Regional meeting provided all the full-member clubs in the Region are notified writing not less than thirty (30) days prior to said election; or alternatively by mail, with ballots sent to the Regional Secretary. The elected officer shall then serve the remainder of the term of office.
- d. Other Officers. In the event of a vacancy in the position of Regional Secretary, Regional Treasurer, or Regional Training Director, the Regional Director shall appoint a member from the Region to fill the vacancy until an election can be held at the next Regional meeting. The elected officer shall then serve the remainder of the term of office.

Removal of Officers

Any officer may be removed, with cause, by a two-thirds (2/3) vote of the delegates from full-member clubs in good standing at any Regional meeting at which a quorum is present.

Meetings

Meeting Schedule

- a. Meeting Schedule. There shall be a minimum of one (1) Regional meeting annually. The Regional meeting shall be held in conjunction with the New England Regional IGP Championship.

- b. Annual Meeting. The Regional meeting held in conjunction with the New England Regional IGP Championship shall be known as the annual Regional meeting and shall be for the purpose of electing officers, electing committee members, receiving bids to host regional events, and any other business that may arise.
- c. Special Meetings. Special Regional meetings may be called by the Regional Director and shall be called upon the written request of two (2) full member clubs in good standing.
- d. Meeting Notices. The Regional Director shall notify all full-member and affiliated clubs at least thirty (30) days prior to any regular meeting. Notification may be by electronic mail or regular mail and shall contain the time, date, location, and purpose of the meeting.
- e. Mail Ballots. In lieu of calling a special Regional meeting, the Regional Director may have an electronic mail ballot conducted by the Regional Secretary with respect to specific and/or time sensitive issues. Two (2) weeks shall be allowed for the return of ballots. Complete and factual information on the subject of the vote must be supplied with each ballot. Electronic mail balloting shall not be use to amend these Regional By laws. The Regional Secretary shall include all electronic mail addresses on the ballot. Open discussion on the subject shall be sent to all addressees. To be eligible to vote on electronic mail ballot issues, each full-member club in good standing must provide the Regional Secretary with a current electronic mail address for such ballots. Ballots shall be returned to the Regional Secretary for tabulation, who will then advise all Regional officers and clubs of the election results. Balloting by telephone is prohibited.
- f. Meeting Attendees. Regional meetings shall be open to all USCA members and all USCA full-member clubs and affiliated clubs.

Delegates

A club delegate who is a bona fide member of the club and is a USCA member in good standing may represent full-member clubs in good standing at Regional meetings.

Quorum

A quorum must be present in order for business to be conducted. A quorum shall be declared if at least one officer and delegates from at least one-third (1/3) of the full-member clubs in good standing are present.

Voting

Voting shall be limited to club delegates in attendance at the Regional meeting, and such delegates shall be entitled to cast a single vote. If an electronic mail ballot is conducted, voting shall be limited to full-member clubs in good standing, and such clubs shall be entitled to cast a single vote.

Order of Business

The order of business at all Regional meetings shall be as follows, but may be suspended by a majority vote:

Roll Call	Regional Training Director Report
Approval of Minutes	Committee Reports
Regional Director Report	Elections
Assistant Regional Director Report	Unfinished Business
Regional Secretary Report	New Business
Regional Treasurer Report	Announcements
Regional Breed Warden Report	Adjournment

Committees

Standing Committees

Standing committees are permanent committees. The members shall be elected by a majority vote by ballot at the annual Regional meeting in odd-numbered years, and they shall serve a term of office of two (2) years or until their successors are elected. Their term of office shall begin at the close of elections at the annual Regional meeting at which they are elected, or when the election results are announced in the case of a mail ballot. Vacancies may be filled by an election at a Regional meeting or by mail ballot. The Regional Director shall be an ex-officio member of all standing committees.

Auditing Committee

This committee shall consist of the Regional Director and two (2) Regional members who are USCA members in good standing. The Auditing Committee shall conduct an audit of the Regional Fund annually, and shall provide a report at the annual Regional meeting.

Special Committees

Special committees may be appointed by the Regional Director to aid in particular projects for the Region. The Regional Director shall appoint the committee chair. The Regional Director shall be an ex-officio member of all special committees.

Regional Events

Regional IGP & IFH Championship

The Region shall hold a Regional IGP & IFH (IFH optional) Championship annually in the months of September and October, care should be taken that there is at least a six (6) week window before the USA National Championship.

Full-member regional clubs in good standing may bid to host the Regional IGP and IFH Championship for the following year at the annual Regional meeting held in conjunction with the Regional IGP and IFH Championship. Bids shall be in writing and shall include the proposed dates, judge, and location for each phase, as well as any other pertinent information, that will assist member clubs in determining which bid to accept. In the event there is more than one bid to host the Regional IGP and IFH Championship, there shall be a vote to determine the winning bid at the Regional meeting where bids are

submitted or thereafter through vote ballot. The Championship need not be held in a stadium, although neutral venue other than the hosting club's training field is preferred.

No other trial or seminar may be scheduled for the weekend of the Regional IGP Championship. It is preferred that the hosting club is not to hold a club trial in conjunction with the New England Regional IGP Championship.

New England Regional Conformation Show and Breed Survey
The Region shall hold a Regional Conformation Show and Breed Survey for German Shepherd Dogs annually.

Full-member Regional clubs in good standing may bid to host the Regional Conformation Show and Breed Survey for the following year at the annual Regional meeting held in conjunction with the Regional IGP and IFH Championship.

Bids shall be in writing and shall include the proposed dates, judge, and location as well as any other pertinent information that will assist member clubs in determining which bid to accept. In the event there is more than one (1) bid to host the Regional Conformation Show and Breed Survey, there shall be a vote to determine the winning bid at the Regional meeting where the bids are submitted.

No other conformation show or breed survey may be scheduled two (2) weeks prior to or after the weekend of the Regional Conformation Show and Breed Survey. It is preferred that the hosting club does not hold a club show and breed survey in conjunction with Regional Conformation Show and Breed Survey. An exception may be granted for a trial or seminar to be held the same weekend of the Regional Conformation Show and Breed Survey.

New England Regional Helper Seminar

The Region shall hold a regional Helper Seminar annually that offers trial helper evaluation/certification by a USCA Teaching Helper.

Full member Regional clubs in good standing may bid to host the Regional Helper Seminar for the following year at the regional meeting held in conjunction with the Regional IGP and IFH Championship. Bids shall be in writing and shall include proposed dates, teaching helper/instructor and location as well as any other pertinent information that will help assist member clubs in determining which bid to accept. In the event there is more than one (1) bid to host the Regional Helper seminar, there shall be a vote to determine the winning bid at the regional meeting where the bids are submitted or on a later date in a mail ballot.

No other helper seminar may be scheduled for the weekend of the Regional Helper Seminar. An exception may be granted for a trial, conformation show, breed survey scheduled the weekend of the Regional Helper seminar.

Regional Fund

Administration

The Regional Treasurer shall maintain the Regional Fund in an FDIC-insured bank account. The Regional Director shall also be a signatory on the account.

Expenditures

- a. Payment of Expenses. Receipts must support all expense, no bill shall be paid in advance, and no bill shall be paid without prior authorization from the Region. Authorization shall consist of a majority vote to approve the expenditure of funds for a specific event, purpose, and/or item.
- b. Regional Director Reimbursement. The Region will reimburse the Regional Director for airfare or mileage and hotel expenses for a maximum of two (2) nights' lodging, or Five Hundred dollars (\$500), whichever amount is less and which exceeds the amount reimbursed by USA, for attending each USA General Board meeting or Executive Board meeting providing the Regional Director all meetings pertinent to Regional and National business.
- c. Seminar Expenses. The cost of preparing and presenting the Region's official seminars may be paid entirely from the Regional Fund. Entry fees may be charged for participants and spectators; however these funds shall only be used to replenish the Regional Fund.
- d. The Region is to pay the club hosting the Regional IGP Championship and Regional Conformation event a start-up fee of Five hundred dollars (\$500) or an amount agreed upon at the Annual Meeting.

Standing Rules

In addition to these regulations, the Region shall maintain a list of standing rules. Standing rules shall not conflict with the regulations of the Region or of By-laws of USCA; and may be adopted, amended, or rescinded at any Regional meeting by a majority vote.

Parliamentary Authority

The rules contained in the current edition of Sturgis *The Standard Code of Parliamentary Procedure* shall govern the Region in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Region may adopt. In matters in which these regulations are silent, the parliamentary authority shall govern.

Amendment of Regulations

These regulations may be amended at any Regional meeting by two-thirds (2/3) vote, provided a copy of the proposed amendment has been mailed by the Regional Director or

Regional Secretary by electronic mail or regular mail to each full-member and affiliate club at least thirty (30) days prior to the Regional meeting. Alternatively, an amendment may be submitted in writing at a Regional meeting, but shall not be voted on until the following Regional meeting.

Dissolution

In the event of dissolution, after payment of all debts and liabilities, the Region's assets and property shall be contributed to a non-profit fund, foundation, or corporation which organized and operated exclusively for dog training purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.