

GENERAL STANDING RULES OF THE ARC BOARD OF DIRECTORS
(Renamed; National & Regional Specialty Sections made into separate Standing Rule documents 5/25/14)

A. STANDING RULES ADMINISTRATION (Section re-named 5/25/14)

Standing Rules are administrative guidelines with respect to the day-to-day operation of the Club. In no instance may a Standing Rule conflict with the provisions of the Constitution and Bylaws or the Mandatory Practices of the American Rottweiler Club.

1. The ARC Policies & Procedures Chairperson shall maintain a current list of standing rules and they will be posted on the ARC website. A hard copy is available from the Chairperson.
2. The Secretary will send the standing rules to each new Officer/Board member within 2 weeks of their election to office.
3. The new Board shall review the Standing Rules annually.
4. These Standing Rules may be amended by a 2/3 vote of the Board of Directors **who voted on an amendment** provided notice has been given; or by a 2/3 vote of the entire ~~voting membership of the Board of Directors~~ if no notice has been given. **(6/25/14)**
5. Any motion that is duly passed by the ARC Board that is relevant to the Standing Rules shall be added without an additional vote.
6. All Programs, Procedures, Job Descriptions, Specialty Applications, National Specialty Manual, Production Award requirements, V & VX requirements, etc. (portions of which are contained in the Standing Rules) are subject to 4. and 5. above.
- ~~7. When a Standing Rule is added or amended it will be noted in red and the rule will have date of the change noted in Bold at the end of the rule. Then next time a change is made to the Standing Rules for that same section the wording in red will be changed to black; however the date will remain. (5/25/14)~~

Changes in Standing Rules will be tracked as follows:

- Deleted rules or deleted language in existing rules will be struck through and red; e.g. “~~deleted language~~”.
- Added rules or added language in existing rules will be underlined and red; e.g. “added language”.
- The date changes are approved by the Board will be recorded at the end of the rule in parenthetical bold red text; e.g. “**(4/19/2020)**”.

The formatting described above will remain until the next time that a change is approved for any rule within the same section of the Standing Rules. At that time, the formatting will be removed; however, the date or dates the (now plain text) rule was changed will be retained at the end of the rule, in bold black text; e.g. “**(4/14/2020)**”.

On approval of this Standing Rule, any existing rules that use underlining for emphasis will be changed to bold black text. This formatting change does not constitute a substantive change to those rules and recording the date of the formatting change for each affected rule is not necessary. (5/12/2020)

B. ARC BOARD OPERATIONAL & VOTING POLICY

1. All Board communication, both written and verbal, is confidential, unless deemed otherwise by a majority of the Board. This rule applies to communication within the Board as well as with all other parties, unless the third party has given written permission for their communication to be shared. This confidentiality continues to apply after a person is no longer serving in any official capacity on the Board. However, nothing in this or any other Standing Rule shall be deemed to preclude any Board Member from discussing issues related to ongoing business of the members' club, to receive input from the members, so long as the discussion does not otherwise relate to matters that are required to be kept in confidence, namely the placing of a matter in Executive Session, or any otherwise privileged matters as outlined in the Club Bylaws. **(8/9/16)**
2. All duties are to be carried out in accordance with the guidelines and requirements of the ARC Constitution and Bylaws and ARC Standing Rules. All Officers and Directors should familiarize him/herself with both of these documents.
3. All motions, other than those proposed during Board Meetings, will be proposed in writing and seconded in writing to the Secretary. Ballots will either be sent through the mail or via the internet and “in writing” and “mailed” refers to either method. In either case, the Secretary will mail a ballot within 14 days after receipt of the second. Motions that are not seconded in writing within 14 days shall die for lack of a second. For motions to be proposed and voted on by e-mail, the following AKC procedure must be followed (By-Law requirement):
 - a. Every Board member must be provided with the means to participate.
 - b. A procedure must be in place to verify the identity of the individuals participating to ensure that they are the eligible Board members.
 - c. A mechanism must be in place to verify that the eligible Board members are “listening”.
 - d. All members of the Board must agree to participate in this manner.

Each ballot will include the following: a) the motion; b) who made and who seconded the motion; c) starting and ending dates for discussion period; d) starting and ending dates for voting; e) place to mark “yes”, “no” or “abstain”, with initials/name, date voted and password.

The Secretary will send results of each ballot to the Board members within 7 days after the indicated return date. At the same time the results will be sent to the Policies & Procedures Chairperson prior to sending to *ARK* Editor or ARC Webmaster in order to facilitate changes in policies & procedures and Standing Rules.

4. A motion duly proposed must be voted on by at least 5 members of the Board to be adopted by a majority of the votes cast. A motion is lost on a tie vote.
5. A motion in regards to money will always include the account from which the funds will be taken, i.e. General Funds, ACL Fund, etc.
6. All Board members must be able to give a minimum of an hour a day to checking and answering emails related to Board discussions and motions. It is not acceptable for Board members to be off-line for days at a time without checking in on what is currently transpiring via emails.
7. No email or electronic tracking software, programs or any other electronic means of tracking emails shall be used with or attached to any Board member's emails for Board business without full disclosure by the user of its existence, full description of the parameters of the program or software and unanimous approval by each and all Board members before such may be used by any individual Board member.
8. Board members shall notify the Secretary or President when they will be away from home or off-line for an extended period of time.
9. The Secretary shall send the results from official Board ballots* to the *ARK* Editor quarterly, and to the ARC Webmaster monthly for the Members Only section of the website. The results will show: a) who made and who seconded the motion; b) how each member voted; and c) the outcome of the vote. (*Exception: secret ballots as allowed by the Bylaws or in Section F. of the Standing Rules.)
10. The Secretary shall keep a voting record of each Board Member. At the end of each quarter (March 31, June 30, September 30, December 31), the Secretary shall review the voting records for said quarter. Any Board Member who has failed to vote on at least 75% of all Board issues within said period, unless excused by a majority of the Board, shall be automatically removed from office.

The Secretary shall also keep a record of all meetings attended by each Board Member. Any Board Member who is absent for 2 meetings within a 12 month period, unless excused by a majority of the Board, shall be automatically removed from office.

11. When necessary, the Board may conduct important Club business by scheduling a conference call to include all Board members, if possible. This should be done at least quarterly.
12. The minutes of Board Meetings and Conference Calls shall be mailed to the Board members within 7 days after the date of the meeting for review and corrections. (Bylaw Requirement)
13. Once the minutes are approved by the Board, the Secretary shall send a copy to the Policies & Procedures Chairperson, the *ARK* Editor for publication, and the ARC Webmaster for posting on the ARC website.
14. Copies of letters originated by members of the Board of Directors relative to the running of the club will be sent to all Board members. The Secretary will retain copies of all such correspondence in the club files.
15. Responses to any non-routine correspondence shall be reviewed and approved by the Board prior to sending to ensure consensus on the response and that it reflects the opinion of a majority of the Board.
16. At no time will a member of the Board be allowed to reply privately to either member or non-member correspondence that is addressed to and/or intended to be reviewed/commented on by the full Board. It is imperative that there will be "one voice" for the ARC and not 9 individual opinions. The President shall be the Board member who responds to any non-routine correspondence, as well as the Board member who disseminates any information to the general public. However, all responses shall receive majority approval by the Board before being sent. The President's responses to general correspondence from members will be short and concise until the Board can develop a general response that will be posted on the ARC website. And until the Board can develop a response, the President will only acknowledge receipt of the correspondence. Any response to outside organizations will be developed by the President in conjunction with the ARC Public Relations Chairperson and approved by the majority of the Board as well.
17. The President, Policy and Procedures Chair as well as the Grievance Hearing Chair (as needed), will be the only authorized Board members who may make contact the Official Club Parliamentarian on behalf of the Board or Club. Communication must be in written format via email and all emails, original and replies, must be CCed to the entire Board at the time of sending original, not forwarded to the Board afterwards. The Parliamentarian will be asked to send his/her email to the entire Board when replying. Exception to being copied on communications would be if an officer or board member is the recipient of a grievance or the grievance maker, he/she would be excluded from that communication. Should there be an emergency with time sensitive matter or at the request of the Board or Parliamentarian due to logistics, time constraints or clarification to a previously written question; a phone call may be allowed with a summary of the conversation to be sent to the Board for review and comment within 3 business days.

All opinions on matters not specified as privileged in the ARC Bylaws (e.g, grievance matters, voting on new members, other award votes, matters in Executive Session) provided by the Parliamentarian, as well as all information sent to the Parliamentarian asking for an opinion on such topic(s), shall be published in the Members Only section of the ARC webpage (and in the next available *ARK* magazine) within 14 days of the opinion being provided to the Board. This does not include Board discussion of such matters, but the question presented and the opinion given. If the opinions and questions are multipart, the Board may agree on a summary of the overall question and opinion given to be published. **(8/9/16)**

18. Chris Dickey, Professional Registered Parliamentarian, is ARC's Official Parliamentarian.
19. The use of ARC letterhead/logo on communications outside the ARC Membership is subject to prior approval of the Board.
20. On letters and emails in regards to ARC business, the use of personal kennel names, web sites, dog names, etc. is inappropriate and is not allowed; conversely, on personal correspondence, ARC titles/position shall not be used.
21. The President shall be allowed to appoint a member of the club, with Board approval, to aid him/her in the correspondence of the organization.
22. The Secretary has the authority to appoint his/her own administrative assistant, possibly a service, to handle the routine work related to the position. The Board must be notified of the appointment and must authorize any expenditure of club funds to a secretarial service.
23. Any outside assistance that the Treasurer may need to carry out her job must first be approved by the Board.
24. The Treasurer, when first taking office, will decide what type of program is going to be used for recording of the financial records of the club (QuickBooks, Quicken, Excel, etc.). The Board must approve the program. The Treasurer must completely understand the "workings" of whichever program is selected, and if necessary, be willing to take a course in order to do so.
25. The Treasurer shall send via disk or email a current or prior year income statement or balance sheet to any board member requesting it within 3 days of the request. **(6/30/14)**
26. The resumes of all sitting Officers & Directors shall be published in the Members Only Section of the ARC website. **(6/6/17)**
27. All Board members must conduct themselves in a tactful and diplomatic manner setting an example in public and ringside.
28. Officers & Directors must be cognizant to the Club's atmosphere and report to the Board any disturbances which may affect the Club or the Breed's reputation.
29. To avoid any conflicts of interest, or perception of impropriety, any Officer or Board Member of the American Rottweiler Club who serves on, or holds an office/board position of any other Rottweiler affiliated organization that may benefit, profit, or receive any type of financial assistance from the American Rottweiler Club, must abstain from voting on any Board motion regarding said organization. **(6/8/13)**
30. Any sitting member of the Board who participates in public discussion (meaning not one on one conversation in a private setting) must not comment on matters pertaining to ongoing club business, meaning matters that are currently before the Board to be decided, nor reveal any Board communication in discussing matters with non-Board members in any setting. Unless already apparent by context, all public comment by any Board member should always emphasize that the writer is responding as an individual and not as a representative of the Board. **(5/31/13)**
31. No current Board member shall personally exhibit any dog to another current Board member **who is judging at any show any conformation competition, including but not limited to regular and non-regular classes, sweepstakes, and sieger events. This excludes all performance/working events.** **(1/20/20)**
32. ARC will provide all Board members and the AKC Delegate with pins made with the ARC logo and their position and name to be worn at all ARC functions.

C. BUDGET & GENERAL FUNDS

1. All contracts/policies, whether new or renewals, must be reviewed and approved by the Board before being signed/paid.
2. The ARC shall carry \$1,000,000 in General Liability Insurance.
3. The ARC shall carry a \$1,000,000 Liability Insurance Policy for the ARC Officers and Directors. **(6/12/14)**
4. The permanent address for all insurance plans will be that of Marilyn E. Piusz in the State of New York. **(6/18/19)**
5. The Treasurer shall pay the following fees/dues annually:
 - a. the American Kennel Club membership fee. **(6/12/14)**
 - b. Annual fees of any states requiring such filings. A member in good standing from each state requiring an annual filing is to be appointed as the resident agent. **(6/12/14)**
Michigan – Lin Beenen; New Jersey – Alexandra Gebhardt; Missouri - Adam Gray; New Mexico – Nancy B. Stafford. **(6/18/19)**
6. The Treasurer shall pay the fees for the following domain names; funds to come from the Purina Partnerships Fund:

americanrottweilerclub.com	arcjudgeseducation.com
americanrottweilerclub.net	arcjudgeseducation.net
americanrottweilerclub.org	arcjudgeseducation.org
amrottclub.com	rottweilerjudgeseducation.com
amrottclub.org	rottweilerjudgeseducation.net
amrottclub.info	rottweilerjudgeseducation.org
amrottclub.net	americanrottweilerclubjudgeseducation.com
arcnationals.org	americanrottweilerclubjudgeseducation.net
arcnationals.com	americanrottweilerclubjudgeseducation.org
arcnationals.info	
arcnationals.net	

(6/18/19)

The domains shall always be in the name of the American Rottweiler Club, in perpetuity. No individual shall be allowed to put domain names owned by ARC in their personal name. Domains are defined as "distinct internet addresses registered to the American Rottweiler Club". **(9/11/18)**

7. The following accounts will be opened in the name of the American Rottweiler Club: general checking account, National Specialty account (for years when the ARC is hosting), membership checking account, and an interest bearing account for all the restricted and designated funds that do not have their own account. The share of interest that is earned in the Junior Scholarship Fund, the Jennifer Lind Kelley Memorial Fund and the Junior Trophy Fund will be allocated to each fund monthly. All the other interest earned will be added to the general fund. Also, money market and CD accounts may be opened in order to earn interest on general funds. **(6/18/19)**
8. Both the Treasurer and the President shall be signers and have on-line access to all of these accounts. They shall both have equal access to write checks and pay expenditures for the club as necessary to further the legitimate needs of the club. The President may write checks when the Treasurer either 1. cannot for any reason, or 2. will not in a timely manner as determined by the Board, for any reason, fulfill these duties. Also, the Renewal Membership Chairman shall be an additional (and primary) signer on the membership checking account. **(3/1/16)**
9. The only checks written on the membership checking account will be for refunds for overpayments and to the ARC Treasurer transferring funds. This auxiliary account shall be reported monthly to the Treasurer. **(3/1/16)**
10. Checks in the amount of \$5,000.00 or above shall require 2 signatures; this applies to all ARC accounts. **(1/28/14)**
11. ~~No Debit Cards, ATM and/or Check Cards will be allowed on any ARC accounts. No credit cards will be issued in the name of the American Rottweiler Club. (6/28/14)~~ A credit card will be allowed on the ARC general fund account to be used only for recurring monthly or yearly payments required for ongoing ARC business, including but not limited to website hosting fees and conference call fees, and for expenses approved by the Board of Directors. (12/15/20)
12. Any member of the Board or Officer or any other person who has signing authority on an ARC account is prohibited from writing checks or withdrawing money on their own behalf or on behalf of anyone in their immediate household. All such checks or withdrawals shall be approved in writing by another member of the Board or Officer with signing authority. Expense reports for the Membership Chairman will be submitted to the Treasurer for reimbursement. **(3/1/16)**
13. It is imperative that the Treasurer maintain a current balance on the General Funds and each Designated Fund.
14. The Treasurer shall send the Board a monthly report, which shall include all items of income and disbursements, as well as the balances in the General Fund and each "Designated Fund", by the 15th day of the following month. **(11/9/15)**
15. The Treasurer shall prepare a Quarterly Financial Statement (Profit & Loss and Balance Sheet) and submit to the Board for approval. The Year End Financial Statement shall also include a detailed accounting of each of the Designated Funds. Once approved, the statement will be sent to the ARK Editor for publication and to the ARC Webmaster for posting on the "Members Only" section of the website.
16. At the end of each fiscal year the Treasurer (regardless of term of office) shall submit to the Board a proposed budget for the next fiscal year.
17. The Treasurer's books (regardless of term of office) shall be examined annually after the close of the fiscal year per the "Agreed Upon Procedures for Annual Examination of ARC Treasurer's Books" as approved by the Board. Each year the Board will decide if this examination is to be done by a CPA, accountant, another financial professional or an ARC Audit Committee of a least 3 ARC members. The Board of Directors may also call for a complete audit of the Treasurer's books at any time they deem it necessary.
18. The Treasurer needs to prepare information for the annual tax returns and work with a tax accountant, approved by the Board, in preparing said return. The Treasurer must submit a copy of the final return to the Board for approval before signing.
19. All reports, reviews and opinions that have been prepared by an outside professional accounting service in reference to the ARC finances, accounts, tax preparations, finance methods and recommendations shall be sent by the Treasurer to the ARC Board for review prior to finalization, adopting or publication in the ARK and/or on the ARC web site. The ARC Board, by motion within 14 days of receipt of the report, shall move to approve or disapproved (with written reasons on all disapprovals) any financial report that has been submitted for review by an outside contractor. This action shall not impede the financial responsibilities of ARC to the ARC membership or tax compliance laws which must be followed by ARC as a 501(c)3 non-profit organization.
20. The Treasurer should be cognizant of rules regarding a 501(c)3 non-profit organization.
21. The Treasurer shall maintain an inventory of all equipment owned by the ARC. An inventory form will be filled out for each item held by any member or stored in a facility; such form to become a part of the club's financial records. The inventory shall include item, date of acquisition, date placed in service, purchase price, fair market value, warranty, serial and model numbers with a brief description (photo if possible), and percent of business use if applicable.
22. Damage and theft insurance will be purchased each year to cover all ARC-owned equipment.
23. Unless otherwise provided, no committee chairman, committee member or Board member can obligate ARC funds without prior Board approval.
24. Any member of the Board and/or Committee who will incur more than \$75 in expenses in a given month must receive prior approval of the Board. Expenses shall not include reimbursement for travel, meals and/or lodging unless specifically approved by the Board. Exempt from this ruling are those whose job descriptions/committee procedures/standing rules specify a different amount and those who are appointed to do a specific job. Original receipts must be included with all reimbursement forms sent to the Treasurer within a week after the end of the quarter. **(6/28/14)**
25. Additional advances may be made to other individuals as approved by the Board. These advances may only be made to cover the expense of a specific project. (Example: \$1,200 may be advanced to the Secretary to cover the mailing of the Nominated

- Slate.) Once the project is complete, the individual must submit an expense report and receipts. If the advance was for more than the actual cost, a check for the difference made payable to ARC must accompany the expense report. If the advance was inadequate to cover the cost, the Treasurer will reimburse the individual as soon as the expense report is received.
26. The quarterly budget for the *ARK* Newsletter shall be reviewed annually.
 27. The AKC Delegate's expenses (transportation i.e., tolls, parking, train, car rental and/or plane & hotel) shall be covered for the Quarterly Delegates Meeting. If the meeting is to be held outside of New York, the Delegate will receive approval from the Board before making reservations.
 28. ARC will purchase the following monthly AKC Rottweiler Award Reports: Conformation (Conformation, Juniors); Companion (Obedience, Rally, Agility); Performance (Herding, Tracking). The annual cost for each report is ~~\$420~~ \$450, for a yearly total of ~~\$1,260~~ \$1,350 to be paid out of the General Funds. The reports will be sent to Marilyn E. Piusz, "Statistician Coordinator", who will distribute to the appropriate Top 10 Dog/Junior Statistician for each venue. This fee will automatically be paid each year, unless a price increase occurs at which time the Board will have to approve the change. (3/12/24)
 29. A \$100 ~~\$75~~ stipend is available to Judges Education Presenters for each seminar and up to 3 nights hotel to an Evaluator for each Breed Measurement Evaluator Seminar. The stipend will be paid out of the Purina Partnership Fund. (1/25/15) (9/8/22)
 30. All expenses for Breeder Referral, Judges Education, AKC Registration Flier and ARC website hosting fee shall be paid from the Purina Partnership Fund by the Treasurer without a further motion from the Board.
 31. A \$250 stipend will be provided to any junior ~~that who has successfully gained invitation to and competes~~ been invited to compete in junior showmanship with a Rottweiler at the Westminster Kennel Club and/or AKC National Championship Dog Shows. Juniors may qualify for both a Westminster Kennel Club and/or AKC-National Championship Dog Shows stipend (\$500 total) during the same year. ~~And~~ Should a junior compete in 1 or more of the AKC Junior performance competitions (See #32.) they ~~would be eligible to receive~~ will be provided an additional \$250 stipend (\$750 total). (1/23/20)
 32. A \$250 stipend will be provided to any junior that competes in the AKC Junior Agility Competition, Junior Obedience Classic and/or Junior Rally Classic. Juniors may enter 1 or more of the 3 competitions, either with the same or different Rottweilers; but only one \$250 stipend will be provided. However, should a junior compete in the Westminster Kennel Club and/or AKC National Championship Dog Shows (see # 33) they would be eligible to receive up to an additional \$500 (\$750 total). (1/20/20)
 33. A \$100 stipend will be provided by the ARC to any junior that competes in Junior Showmanship and/or Top 20 Competition at the ARC National Specialty Show. (3/17/15)
 34. A yearly reserve of \$5,000 shall be specified in the budget as a starting fund for the National Specialty. This money is a loan and shall not be used for any other purposes except by vote of the Board under these Standing Rules. The money shall be available to the Host Club 9 months before the date of the event.
 - a. To guard against significant cost overruns related to the national specialty, the Board of Directors of the American Rottweiler club shall, no later than one year prior to the date of the next scheduled national specialty, develop a budget outlining specific costs and expenses related to the upcoming national specialty. For budgeting purposes, the previous year's specialty income shall be considered as a baseline. (8/14/24)
 35. ARC will provide \$100 per event (1 in each category) towards trophies: Conformation; Puppy Sweepstakes; Veteran Sweepstakes; Obedience; Rally; Agility; Herding; Carting, Tracking and/or Junior Showmanship. However, back-to-back events hosted by the same club will be considered as a single event. (Example: Day 1 Regional: Regular Conformation, Puppy Sweepstakes, Obedience; Day 2 Regional: Puppy Sweepstakes, Carting. Club will receive \$400 toward trophies: \$100 for Conformation; \$100 for back-to-back Puppy Sweepstakes; \$100 for Obedience/Rally and \$100 for Carting.) Also, any events held by the same club within a quarter (January – March; April – June; July – September; October – December) will be considered back-to-back events. (Example: Club X hosts Regional on January 15th and then another on March 20th; only one Regional will be provided with an ARC trophy donation.) Regional Sieger will receive \$100.00 per event broken down by Youth, Adult, and Juniors. (2/5/19)
 - a. In order to avoid cost overruns related to the national specialty, and to ensure the ability of the club to be able to support the national specialty, the American Rottweiler club budget related to the cost for national specialty trophies in a given year will be capped at \$15,000. This cap does not limit expenditures on trophies for trophies covered by individual grants, donations or otherwise paid for from funds contributed directly from the national specialty or general funds. (8/14/24)
 36. ARC will make \$1,500 available each year in order to fund the ARC Education Grant Program from the Purina Partnership Fund. In addition, donations may be made to this program through membership renewals or other sources to increase the amount of available grant. Any unused portion of the grant shall be returned to the fund from which it was taken. (6/28/14)
 37. ARC will sponsor the Commemorative Medallions for the Best of Breed, Best of Opposite Sex, Bred-By-Exhibitor, AKC Select Dog, AKC Select Bitch, Agility, ~~and~~ Obedience and Rally at the annual AKC National Championship and/or AKC Invitational. (10/13/20)
 38. ARC will place an ad annually in the AKC National Championship catalog. (6/18/19)
 39. ARC will provide a booth and participate in the AKC Meet The Breeds held annually in conjunction with the Westminster Kennel Club Show in New York City and in conjunction with the AKC National Championship held in Florida. Each year, the BOD will solicit a local Rottweiler club or group of ARC members to plan and work the booth; they will also determine an amount to be used for this purpose, as well as the stipend to be provided to eligible workers. For Meet The Breed booths which are throughout the United States at AKC-sponsored Meet The Breed booths, ARC will match AKC's stipend for these events. The stipend will be divided among the volunteers to help offset travel expenses. At least one ARC member must be in

attendance to qualify for ARC stipend. Any stipend or reimbursement for Meet The Breed Events will be paid from the Purina Partnership Fund. (10/17/23)

40. The ARC's *Your New Rottweiler Puppy* will be available for the local clubs listed in the *ARK* to purchase at \$2 each, plus the cost of shipping, when purchasing 25 or more. Single copy price is \$10, including shipping.
41. The ARC *Illustrated Standard of The Rottweiler* will be available at \$15, including shipping. These will be available to the local clubs listed in the *ARK* at \$10 when purchased in bulk of 25 copies or more.
42. ARC Pictorials will be available at the following cost: Pictorial # 4 - \$25, including shipping; Pictorial #5 - \$30, including shipping.
43. Profit from the sale of ARC Merchandise via the ARC Publications PayPal Account shall be split equally between Rottweiler Health Foundation, Rottweiler Rescue Foundation, Rottweiler Rescue Foundation Disaster Fund and the ARC General Fund. (2/5/19)
44. The ARC's Judges Education Seminar materials will be furnished to ARC sanctioned seminars at no charge and will include shipping via UPS or common carrier. These costs will be taken out of the Purina Partnership Fund.
45. Any member of the ARC that has a returned check from the bank for any club related business (i.e.: not limited to, but including: club dues, expenditures at a regional or national specialty, auction items, advertisements in the *ARK*, etc.), will immediately be put on a "cash only" basis at the discretion of the ARC Treasurer. The Treasurer shall also add on a fee to cover the cost of the bank's charge, as well as to cover ARC "handling" costs.
46. All mailings from ARC are to be sent regular first-class mail or bulk mail as appropriate, unless the mailing must be tracked and then priority mailing is authorized. Should mail need to go priority or over night due to delay on the part of the sender, the sender shall bear the cost of the higher priced mailing. Should ARC be required to send a priority or overnight mailing due to tardiness in getting information to ARC on the part of a Host Club, the Host Club shall bear the cost of the mailing. This includes sending items USPS or via common carriers such as UPS.
47. BlueHost.com shall host (wordpress choice plus hosting) the ARC website for 3 years (~~5/25/18 – 5/25/21~~) (5/25/24 – 5/25/27) at ~~an introductory~~ the rate of ~~\$346.08~~ \$635.59. Contract includes unlimited hosting, unlimited email accounts, SiteLock Security and a free Mail Chimp account. Renewal in ~~2021 will be at the regular rate of \$503.64 (6/12/18)~~ 2027 not to exceed \$1000, until the board decides a new service provider is needed, upon review. SiteLock Security will renew annually, after the first contract year, at a rate of no more than ~~\$35~~ \$100. Renewal for plug-ins not to exceed \$300. The Treasurer shall pay these fees, when due, out of the ~~Purina Partnership Fund~~ General Fund. (6/11/24)
48. ARC will pay Michelle Misurelli-Gillis, ARK Newsletter Editor, \$10 per newsletter page and \$100 per issue set up fee; content to be provided. Payment will be taken from the General Funds and cost of an issue shall not exceed ~~\$600~~ \$800 per quarterly issue and \$950 for national supplement. (11/7/2023)
49. ARC has pledged \$2,500 over five (5) years to the AKC Museum of The Dog; to be paid from the General Fund. (11/13/18)

D. TEMPORARILY RESTRICTED & BOARD DESIGNATED FUNDS (Section re-named 6/29/15)

Temporarily restricted and Board designated funds may only be used as described below in the fund's purpose and may not be used for general club operating expenses. (6/29/15)

1. Purina Partnership: money received shall be used to support canine health, rescue and/or educational efforts to positively impact the general well-being of the breed. Expenses for Breeder Referral, Judges Education (routine costs such as presenter stipends, seminar copy costs, postage, etc.) AKC Registration Flier ~~and ARC Website Hosting Fee~~ shall be automatically paid from this fund by the Treasurer without a motion from the BOD. (7/10/24)
2. ARC will make \$1,500 available each year in order to fund the ARC Education Grant Program. This money will come from the Purina Partnership Fund. In addition, donations may be made to this program through membership renewals or other sources and will be designated as the ARC Education Grant Donation Fund. The balance in this fund may be added to the \$1,500 to determine the amount available for grants each year. However, the \$1,500 will always be used first. After the grants have been awarded, any unused portion of the \$1,500 shall be returned to the fund from which it was taken. (6/28/14)
3. The Kalyn Rae Bastyr Memorial Scholarship Fund, ~~also known as the Junior Scholarship Fund~~, to be used solely for the annual scholarship award of \$1,000, was initially funded over a 2 year period (2005 & 2006), with ARC matching funds up to \$5,000 in this 2 year limit. Funding for the scholarship will be obtained through membership donations, investments, interest, on-going fund raising, etc. (6/18/19)
4. Junior **Trophy** Fund: This fund will be financed through on-going fund raising, donations, investments, interest, etc. The money in this fund will be used for the engraving and upkeep of the Kalyn Rae Bastyr Top Junior Handler Award, commemorative mementos presented each year to the Top Junior Handler, and rosette/prizes offered in each performance event at the ARC National Specialty. At the discretion of the committee, this fund may also be used to purchase small items for the gift bags presented to the juniors competing in the Junior Showmanship and Performance classes at the ARC National Specialty and Sieger Show, Special rosettes and/or prizes for the National Specialty/Sieger and/or Independent Regional Specialty/Sieger Junior Showmanship classes, and anything else the Committee deems might enhance the Junior Showmanship program; eg. Junior Pizza Party and/or Seminar at the National, etc. (6/18/19)
5. The Fund to Preserve Docking/Cropping is to be used for anything relevant to docking/cropping, e.g. fight legislation prohibiting either, lawsuit over Rottweiler Standard, etc. It was established with an initial amount of \$1,000 and may be supplemented by ARC, as well as donations from members.

6. A fund to fight Anti-Canine Legislation and to promote laws that are non-breed specific, especially those that concern homeowners insurance was established with an initial amount of \$1,047. This may be supplemented by ARC, as well as donations from members either with their membership renewal or thru the ARC ACL Challenge.
7. The ACL Challenge is an on-going process.
 - a. A member making an initial contribution of \$50 or more will be added to the contributors list, with contributors being able to accrue their donations over time and achieve different contribution levels: Contributor: \$50 & up; Bronze Contributor: \$500 & up; Silver Contributor: \$1,000 & up; Gold Contributor: \$2,500 & up; and Platinum Contributor: \$5,000 & up. The first person to achieve the next level \$7,500, \$10,000, etc. (increments of \$2,500) would be entitled to name that Contributor Level in Memory/Honor of a dog or person, their kennel name, whatever.
 - b. The Challenge contribution is per member, so each family member would be considered separately.
 - c. Subsequent contributions, after the initial \$50, may be in any amount.
 - d. The Membership Renewal Form would contain the option of contributing to the BOD ACL Challenge as a separate line.
 - e. Each 1st Qtr. *ARK* shall contain a complete listing of all who have contributed to the ACL Challenge from its inception, by level.
 - f. The money contributed thru the BOD ACL Challenge would be merged with the ARC general ACL Fund.
8. The Top 20 Fund was set up in 2008 to be funded by donations, Top 20 Catalog sales, raffles, and Top 20 entry fees. All expenses in regards to the Top 20 Competition will be paid out of this fund.
9. Funds to support the Rottweiler Health Foundation (RHF) and the Rottweiler Rescue Foundation (RRF) will be solicited thru the ARC Membership Dues Renewals. Both Foundations have signed an agreement appointing the ARC as their agent to collect these funds. This agreement remains in effect until cancelled by either party in writing; at least 30 days prior to date of cancellation. ARC will send each Foundation a check, no later than 30 days after the renewal checks clear, on a monthly basis. A report stating the names, addresses, and amounts donated will accompany each ARC check so that the particular Foundation can send each donor an acknowledgement for tax purposes. ARC will keep the money in a non-interest bearing account and there will be no interest due to either Foundation.
10. The Jenifer Lind Kelley Memorial Fund was initially funded with a donation of \$26,437.09. The Fund shall be used to support and promote the Rottweiler Breed at the discretion of the Board of Directors. Interest earned by the fund shall be accrued within the Fund, and annual disbursements shall not exceed 4% of the prior year-end fund balance or \$1,000, whichever is greater. (2/12/15)
11. The National Support Fund is funded by donations, auctions and raffles. The money is used in support of Top Dog Night and Armetale Trophies. (6/29/15)
12. The Patricia DeMarzo Memorial Tracking Fund was initially funded with a donation of \$78,844.88. ~~Per Ms. DeMarzo's wishes, this Fund shall be specifically used for the costs involved in holding tracking tests and tracking seminars. Interest earned shall be accrued within the Fund, and annual disbursements shall be limited to 4% of the prior year fund balance or \$3,000.00, whichever is greater. (2/2/16)~~ Whereas the Patricia DeMarzo tracking fund was created to be used solely for tracking related activities through a generous donation from her estate, and whereas those funds have been invested and generated significant interest and or dividends, motion to transfer to the American Rottweiler Club General fund 80% of the revenue earned from the DeMarzo tracking fund from the date those funds were first invested to the present and continuing with a transfer each year to the general fund equal to the amount of 80% of the interest and/or dividends earned from the original investment for that calendar year. This motion is to ensure that there remains an ample amount of funds available for tracking-related purposes to honor the wishes and intent of Ms. DeMarzo and to use the remainder of the 80% investment return for the general betterment of the club. (8/14/24)
13. Membership Sunshine Fund. This fund is to provide membership renewal assistance for those in need. The Board of Directors will review applications for approval. The member must have been part of the club for a minimum of 10 continuous years. This can be for Regular, Senior, or Associate members. Members must be in good standing with the club and if approved, will maintain full member benefits. Members would make a request to the Membership Renewal Chair that their dues be paid through this fund. Applicants must demonstrate hardship and need for club assistance in maintaining Membership. Requests received will be held in confidentiality and requires approval by the majority of the Board of Directors at the next meeting. If approved, the assistance is for 1 year only, and resubmittal the following year if needed. ARC Members can contribute to this fund during Membership Renewal or throughout the year. (8/14/24)

E. BALLOTS, ANNUAL MEETING & MEMBERSHIP

1. The *ARK* shall be used for all membership ballots that time permits and not required by the Bylaws to be a mail ballot.
2. When the Secretary submits the Nominated Slate to the membership as per the Bylaws, it shall also include the statement that ARC Nomination Forms and Candidate Resume Forms are available from the ARC Secretary and on the ARC website. Nominations that are not submitted on the ARC Nomination Form will be accepted provided they abide by the conditions in Article IV, Section 5. of the ARC Constitution and Bylaws.
3. All nominees for officers and directors of the Club shall be asked to submit a resume of their activities. The resumes shall be submitted on the standardized ARC form using only the space provided and shall be reproduced as received by the Secretary. If more than the 5 signatures required for a nomination are included, only the first 5 will be listed on the resume form and included with the ballot. Ideally this form will be submitted along with the nomination, but must be received by the Secretary no later than the nomination deadline date of April 1st. If balloting is required, a copy of all resumes shall be sent to the

membership along with the ballot. If a resume is not received by the Secretary within the above stated time frame, the ballot will be mailed with a notation that no resume was received from that candidate. (6/6/17)

4. Each year at the Annual Meeting a parliamentarian will be present. Per Standing Rule B. 18, Chris Dickey, Professional Registered Parliamentarian, is ARC's Official Parliamentarian.
5. As per the Bylaws, the Secretary shall notify the membership of the date of the Annual Meeting each year. This notification shall also include a request that any member wishing to have a motion(s) presented at the meeting submit the motion(s) to the Secretary no later than 2 weeks before the date of the meeting in order that it is added to the meeting agenda. The member should be present at the meeting to read the motion and have it seconded. Should the member not be present, the President shall present the motion to see if there is a member present who wants to make the motion and have it seconded. However, **motions can always be made from the floor and matters brought up under new business.**
6. In the absence of a quorum at the Annual Meeting motions may still be approved as recommendations and any such motions will be sent via a mail ballot to the membership for a decision. The members not in attendance will not have heard any discussion prior to the approval of a recommendation motion; therefore the mailing will include short statements from both the member who made the motion and the Board in order that the membership is aware of the intent and effects of the motion.
7. Unless specified otherwise in the Bylaws, all Mail Ballots will bear a line for the member's signature and a line to print his/her name. The person (Secretary, Certified Public Accountant, or Parliamentarian) will verify the member's name against the current ARC membership list. Any "unsigned" ballot or a ballot where name is not legible shall be considered invalid and not be counted.
8. Original signatures are required on any member petitions submitted to the ARC Secretary, as allowed by the Bylaws. Upon receipt of a member petition, the Secretary will check the petition signers' names against the current membership list to verify that the signers are members in good standing. If a signer is not on the current membership list or if the printed/signed name is illegible, his/her signature will be considered invalid and will not be counted. Signatures may be verified. (9/2/14)
9. The Secretary will notify the ARC Database Chairman of any member suspensions, so the member(s) can be removed from the *ARK* and voting database.
10. The ARC Membership List and/or mailing labels will not be sold. However, labels or computer disk will be provided to the *ARK* printer, National/Regional Specialty Superintendents/Show Secretaries, or mailing service solely for the use in membership ballots/mailings. The printer, Superintendent/Show Secretary, or mailing service will be required to sign a Confidentiality & Exclusive Use Agreement stating that the list will be used for the purpose intended and will not be given or sold to any other parties, nor integrated into their own database.
11. The membership renewal form will include a section where members may donate funds to support various causes. The Membership Renewal Chairman shall send all donors a post card acknowledging the donation(s) for tax purposes; donations made to RHF and/or RRF will receive acknowledgement directly from the Foundations (see D.12).
12. The membership application and renewal forms will include a section for email addresses with a space indicating that the address may or may not be published in the *ARK* listing of proposed members and/or as part of the annual membership list. All non-responses would be considered a decline of permission.
13. ~~The membership application and renewal form will include a section where members may indicate whether or not they wish to receive ACL email alerts either for all of the U.S. or just their state. All non-responses would be considered a decline of permission. If a member/applicant indicates "yes" to receiving alerts, but does not further indicate whether for all of U.S. or just their state, it will be considered as for all of the U.S. (1/20/20)~~
14. The membership renewal form will include a section where members may opt not to receive the *ARK* via US Mail, but instead will view as a PDF on the Members Only Section of the ARC website.
15. ~~The membership renewal form will include a notice that the ARC National Premium List will no longer be mailed, but available on line only. It shall also provide the name, phone & email of someone to contact to request a hard copy. (1/20/20)~~
Honorary Memberships may be awarded at the board's discretion, as envisioned in the bylaws, utilizing the following circumstances and factors:
 - 1) An ARC member must request such status, in writing explaining why they wish to request the board to approve "honorary status for either themselves or another person". Such request must meet the requirements in this motion and be approved by the board.
 - 2) must have been a continuous member of ARC for at least 25 years at the time of the nomination and the Board's vote.
 - 3) must have distinguished themselves with service to the club as noted in the Bylaws for "notable service" and the extent of such service shall be stated in any motion to award Honorary Membership. (1/12/21)
16. ~~The membership renewal form will include a section where members may give permission for their name & address to be given to ARC sponsors. All non-responses would be considered a decline of permission. (1/20/20)~~
17. For the years that ARC is hosting the National, or a Host Club is not yet approved, the membership dues renewal form will include the opportunity for members to nominate 2 conformation judges from the AKC list of approved Rottweiler judges and 2 Sweepstakes judges. The form will include those conformation judges who are ineligible to judge due to the frequency limitations specified in the National Standing Rules, as well as a list of ARC approved Sweepstakes judges who are eligible to judge. (8/18/15)
18. Members and Subscribers who want their *ARK* mailed First Class will pay an additional \$20. Foreign (outside U.S.) Members and Subscribers are required to pay an additional \$25 to cover the cost of postage; however if a Foreign Member

opts to view the ARK as a PDF on the ARC website, they will not be required to pay this additional fee. These rates will be periodically reviewed. (5/7/13)

19. Members may renew their membership on-line thru our website; a \$3.00 fee will be added to cover the PayPal fee. (2/18/14)
20. The Membership Renewal Chairman shall mail reminder letters and renewal forms to those who have not yet paid their dues by September 30th. Cost of the letters, renewal forms and postage shall not exceed \$200. (7/10/18)
21. All members who have not paid their dues on or before September 29th shall be charged a \$10.00 Reactivation Fee. However, members not renewing by that date shall continue to be able to log-in to our website Members Only Section, receive club email via Mail Chimp and be allowed to remain on our American Rottweiler Club Members Only Discussion Facebook Group. ARK copies will be as the cut-off for accepting membership renewals. Membership renewals will not be accepted after 12am PST on December 31. e available on our website; a hard copy will be mailed if requested, but only after the Board has approved the late renewal. Per the Bylaws, no renewals shall be accepted after December 31st and after that date and all benefits of being a member shall be terminated. Any member whose dues are unpaid as of that date shall have to reapply for membership. (10/13/16)
22. Pacific Standard Time shall be the cut-off for accepting membership renewals. Membership renewals will not be accepted after 12am PST on December 31st. (1/9/17)
23. The New Membership Chairman may only accept the previous membership application forms for a period of 90 days following the date of approval of a revised form by the Board.
24. The membership application may be completed on-line, sent to the New Membership Chairman along with payment via PayPal; payment may be mailed if desired. (6/6/17)
25. After processing, all membership applications shall be retained by the New Membership Chairman for a period of 1 year and then shall be destroyed.
26. In addition to publishing proposed members names in the *ARK* or via a membership mailing, the list of new applicants shall also be published in the Members-Only Section of the website and on the ARC Members Only Discussion Group Facebook page once the New Membership chair receives notification that the newsletter has been mailed. New applicants will receive a copy of the newsletter in which their name is published. (10/13/20)
27. The American Rottweiler Club Members Only Discussion Group, the ARC Information Page and ARC National Specialty Page shall be the Official ARC Facebook pages. (10/17/23)
28. The American Rottweiler Club's Mail Chimp account, Members Only Section of the ARC website and the Official ARC Facebook page shall be used to provide notice to members of the date of the Board's next scheduled meeting as well as a copy of the non-confidential portion of the agenda. The notice shall be sent no later than 7 calendar days prior to the meeting and the agenda sent will reflect the current agenda as of the date sent. This will not preclude adding agenda items prior to the meeting. 9/8/16
29. Any person under contract with the American Rottweiler Club with approval of the board will have permission to join the American Rottweiler Club Members Only Discussion page on Facebook to better serve the membership. (2/7/23)

F. ARC NEWSLETTER (*ARK*) AND WWW.AMROTTCLUB.ORG

1. The following Standing Rules apply to the *ARK* ONLY:

- a. The *ARK* will be printed on 50# paper. Where appropriate, type face for the *ARK* newsletter will be in 10 font. The 1st and 3rd issues of *ARK* will try to be limited to a maximum of 24 pages, excluding ads. The 2nd and 4th issues of *ARK* will be allowed more pages but kept to as few as possible.
- b. The *ARK* will only accept advertising from ARC members who own, co-own or bred the dog being advertised, with the exception of memorials. All breeding advertisements and litter listings in the newsletter must include the registered names of parents, as well as their OFA numbers or foreign hip rating as per the ARC Mandatory Practices. All health clearances must include Registered Number or they will not be printed. The name(s) of the breeder, co-breeder, co-owner, and/or handler may be included in the advertisement, but their address, e-mail address, fax, and phone number may not be included unless they are ARC members.
- c. The *ARK* will accept commercial advertising (dog related products) from non-members at the discretion of the Newsletter Editor. The *ARK* will not accept advertising from pet shops, dog wholesalers, training or boarding facilities.
- d. Any advertisement that is submitted to the *ARK* Editor that does not follow established Standing Rules guidelines (advertisements of dogs/litters; Memoriam; commercial ads; Club ads) shall be sent to the ARC Board for a motion to either accept or reject.
- e. All advertising must be prepaid.
- f. The Front Cover is open to any dog owned/co-owned by an ARC member. The ARC membership must be current both when the cover is reserved AND at the time of the advertising deadline. See Advertising Policy regarding non-member co-owners, breeders, co-breeders and/or handlers.

The Front Cover will feature the picture(s) of the dog and dog's name and titles. A small section on the *ARK* Policy/Rate page will be provided to include further information on the dog.

Covers are reserved on a first come, first served basis. A member is limited to 1 Front Cover within a 2-year period and an individual dog may not be featured on a Front Cover more than once in 2 years, with the exception of the Specialty Issue.

Cover reservations MUST be prepaid and should the cover ad not be submitted to the Editor by the issue deadline, 50% of the prepaid fee will be forfeited.

- g. All Cover and Full Page *ARK* advertisers will receive the issue in which their ad appears via First Class mail. (4/5/16)
- h. The Whelping Box Section in the *ARK* will read: On June 26, 1993, the Board of Directors voted to categorize litter listings according to the conformation titles and working titles earned by the parents of the litter. The following will be recognized: all AKC, Canadian, Mexican and International titles; titles recognized in Germany including BH; all ARC Carting Titles and all AHBA titles of JHD and above. Titles issued by countries and/or organizations not specifically mentioned above, along with CGC, TT, TDI, RTD, HIC or HCT certificates, will not be recognized as titles, but may still be included in the listing.
- i. The following Special Offers are available. All dogs advertised must conform to the requirements listed in F.1.b. and the advertisement must be camera-ready.
 - 1. Full page ad in 3rd or 4th Quarter *ARK* for accomplishments at the ARC National Specialty; includes 1 photo: \$50.
 - 2. Brag Section – ¼ page with no photo: \$20. Can be used to brag about anything, i.e. dog earned 1st leg, first points, new title, went for car ride without getting sick, etc.
 - 3. Brag Section – ½ page with 1 photo: \$40. Includes dog's name, accomplishment and name(s) of breeder/owner.
- j. To honor Rottweilers with working titles, the *ARK* offers a 10% advertising discount for ads featuring these dogs. (CGC, TT, HIC or HCT are not considered working titles.) Also, litter listings with both parents having working titles are Free.
- k. The *ARK* offers a 10% discount on all memorial ads to honor our beloved Rottweilers and friends who have gone on to Rainbow Bridge.
- l. The *ARK* offers local Rottweiler clubs (See H.2.) 1 free page of advertising in the *ARK* each calendar year to advertise their club events, etc. Clubs must be current on their club information (officers, membership list) with the ARC Database Chairperson to take advantage of this offer. The ARC also offers 1 free page to any club holding an ARC Regional event; this would not count as the club's free page. Additional advertising is offered at a 25% discount.
- m. The Rottweiler Health Foundation and the Rottweiler Rescue Foundation will be allowed 4 free pages per calendar year for advertising events, fund raisers, promoting membership, printing financials, etc. Additional advertising is offered at a 25% discount.
- n. One (1) page an issue will be reserved for the RHF for health related articles. This is in addition to their free pages of advertising each calendar year.
- o. One (1) free page, including 1 photo, will be offered each year as a thank you to dedicated ARC volunteers who give inordinate amounts of time and energy for the benefit of all ARC members. All dogs advertised must conform to the requirements listed in F.1.b. and the advertisement must be camera-ready. Eligible volunteers include the following, who must have served the ARC for a minimum of 1 full year: ARC Database Manager; *ARK* Editor, Judges Education Chairperson and Webmaster.
- p. The American Rottweiler Club takes no responsibility for the accuracy of any statement in an advertisement, nor does it support any guarantee, stated or implied, by any of the advertisers. Advertising in the *ARK* is a service to both the advertiser and reader. Evidence of misuse by faulty product, misstatement or breach of accepted standards may result in suspension of advertising privileges.
- q. The *ARK* reserves the right to edit all copy. This may involve punctuation, style, or content. It is not our intent to alter meaning of any article; however, space may require that some sentences or paragraphs be deleted. Occasionally, a lengthy article may be divided, each section appearing in a different issue.
- r. All issues shall include the disclaimer: "The opinions expressed in this newsletter are not necessarily those of the Newsletter Editor or those of the ARC Officers and Board of Directors."
- s. All issues shall include the following statement: "Copyright ©1973 – 2012 American Rottweiler Club, Inc. All rights reserved. **Reproduction in whole or part without written permission of the ARC Board of Directors is strictly prohibited.**"
- t. Members may request the publishing of letters to the Editor that involve matters of interest to the ARC membership, or the members concerns or questions about the Board or club. Letters may not contain anything in regards to a grievance, personal dispute, litigation, appeal, or endorsement of a commercial product; be of a slanderous or self-promoting nature; or involve matters the Bylaws require to be kept confidential. All letters shall be forwarded to the Board upon receipt by the Editor for determination if the letter is publishable, the guidelines in this section being the only limitations precluding a letter from publication, and in order that they may be given an opportunity to publish an answer in the same issue in which the letter will be published. Letters that require more than 1 page to publish will be charged a per page fee after the first page; the letter may not be carried over into subsequent *ARKs* to avoid the per page fee. (8/9/16)
- u. The New Membership Chairman shall submit to the Newsletter Editor the names of newly elected members so that they may be published in the next issue of the *ARK*.
- v. A financial statement from the Treasurer shall be printed in each issue of the *ARK*.
- w. A listing of Rottweiler local clubs will be printed in each *ARK*. (See H.1.)
- x. The *AKC Gazette* Rottweiler Column will be included after it is published in the *Gazette*.
- y. ~~A current list of the members shall be published annually; preferably along with the 1st Quarter issue. This shall also include a listing of the Board of Directors and ARC Committees.~~

A list of current members (membership roster) will be prepared annually by the end of October (one month following the end of the renewal period, September 30). The list will include the current Board of Directors and the current list of committees, their chairs, and their Board liaisons. While only one membership roster will be prepared annually for print, the membership roster published on the website will be updated at least quarterly. (3/10/20)

- z. An Annual Specialty Supplement will be published along with the 3rd or 4th Quarter *ARK*. This Supplement shall include the results of the National Specialty. Photos will be printed free of charge of the BOB, BOS, BOW, AKC Select Dog, AKC Select Bitch, WD, WB, RWD, RWB, Best & BOS In Puppy Sweepstakes, Best & BOS In Veteran Sweepstakes, Best Junior Handler, Reserve Best Junior Handler, High in Obedience Trial*, High Combined in Obedience Trial*, High Combined in Rally Trial*, High in Herding Trial*, High in Agility Trial*, High in Carting Trial*, Top 20 Winner, Triathlon Winner, and #1 Junior Handler of previous year. (* See National Standing Rules Section B.14.x.). Additional photos may be published free of charge provided there is available space. The Supplement shall also include letters from the judges; Minutes of the Annual Meeting; Members in Attendance at the Annual Meeting; Committee Reports; Minutes of the Annual Board Meeting; a list of nominations and winners of all the Awards listed in the Standing Rules (Section I.), as well as all of the ARC Breed, Working & Production Statistics for the previous year; and a picture of the recipient of the Kalyn Rae Bastyr Memorial Scholarship, preferably with his/her Rottweiler, and the application essay. A copy of this supplement shall be added each year to the Corporate Records of the Club. (8/9/16)
- aa. Prior to publication, each issue of the *ARK* will go to the *ARK* Board liaison for review. Review would include, but not be limited to, content, spelling, grammar, and required information included with advertising litters/stud service, e.g. OFA numbers, no contact information for non-ARC members.
- bb. The *ARK* advertising rates will be reviewed every time there is an increase in the printing and/or mailing costs.
- cc. *ARK* shall offer subscriptions to non-members, at an annual subscription rate of \$40 (payable in U.S. funds only). This subscription rate is to be periodically reviewed.
- dd. Newsletters not received due to address changes not received (by the ARC Database Chairman) prior to the mailing list being sent to the *ARK* printer may be purchased for \$5.00.
- ee. A complimentary copy of each issue of the *ARK* will be sent to all clubs listed in the *ARK*, the ARC Archives, AKC Library, Rottweiler Club of England, Scottish Rottweiler Club, Purina and the OFA.
- ff. A complimentary subscription to the *ARK* will be provided to any Junior Handler showing a Rottweiler until they reach the age of 18 at which time they would be eligible to join ARC. A form will be sent annually and must be returned in order to continue receiving the *ARK*.

2. The following Standing Rules apply to **BOTH** the *ARK* and the website:

- a. The minutes of the ARC Annual Meeting and all Board Meetings and Conference Calls shall be printed in the *ARK* and posted on the website. The results from official Board ballots* shall also be printed/posted showing: a) who made and who seconded the motion; b) how each member voted; and c) the outcome of the vote. (*Exception: secret ballots as allowed by the Bylaws or in Section I. of the Standing Rules.)

Each quarter the Secretary will send all of the above to the Newsletter Editor for publication. The BOD ballot results shall be sent by the Secretary to the website on a monthly basis and the minutes will be sent once they are approved by the BOD.

- b. Correspondence/communication received by the ARC BOD from ARC members shall be printed in the *ARK* in the next issue and posted on the ARC website within 7 days of receipt, if the member requests it be published and the letter otherwise meets the parameters of other standing rules related to letter publishing. Correspondence/communications received by the ARC BOD from non-members will be printed in the *ARK* and posted on the ARC website, at the BOD's discretion. (8/9/16)
- c. Anyone submitting an article or photo (excluding Advertisements) to be published in *ARK* and/or on ARC website shall give permission for it to be reproduced by outside individuals as long as credit is given to the writer/photographer and to the American Rottweiler Club with its reproduction.
- d. All AKC correspondence addressed to the ARC that is of general interest to the membership will be published in the *ARK* and posted on the website.
- e. The website and each issue of the *ARK* shall contain the following disclaimer: "The American Rottweiler Club (ARC) is an independent entity and is in no way associated with any other company or organization using the acronym "ARC". Any communication in the name of "ARC" should be verified to determine if in fact the organization being represented is the American Rottweiler Club. You can do so, by contacting any Officer or Director of the American Rottweiler Club."
- f. The website and each issue of the *ARK* shall also contain the following statement about the use of the ARC Logo: "Reproduction, in whole or part, of the ARC Logo © 1980, whether on paper, on the internet, or any other medium, is strictly prohibited without the express permission of the American Rottweiler Club Board of Directors."

3. The following Standing Rules apply to the website **ONLY**:

- a. The scope of the American Rottweiler Club website is both an educational forum concerning the Rottweiler and a vehicle for the Board of Directors to communicate pertinent issues of interest to the club and the public. The website is not an advertising forum.
- b. All articles must go to the ARC standing committee of the area in which the article pertains to for review and recommendation to the Board for final approval before being posted. If there is no standing committee in that particular area, then the BOD will review them. The ARC Board liaison is responsible for the communication between ARC webmaster, committee and Board.

- c. The website shall include the following disclaimer: “The opinions expressed on this website are not necessarily those of the Webmaster or those of the ARC Officers and Board of Directors.”
- d. The website shall include the following Copyright Policy:
- Copyright ©1996 – 2018 American Rottweiler Club, Inc. All rights reserved. Reproduction in whole or part without written permission of the ARC Board of Directors is strictly prohibited unless otherwise noted.*
- Downloading and Printing Materials*
Education about responsible Rottweiler ownership is one of the primary reasons the American Rottweiler Club’s website exists. We want to make our material available to a wide audience, but the following guidelines must be followed:
- You MAY download and print a copy of any of the information contained on the “public” pages for your own personal use without asking our permission.*
- You MAY NOT download and print copies the information as referenced above for any other purpose without written permission of the ARC Board directors.*
- Publication on Other Websites*
You MAY NOT copy any information or images to your website(s). Regretfully, we cannot permit the copying of our text to another site because a link serves exactly the same purpose and allows us to revise, update or correct pages as needed. We can’t control this if the text is at your site.
- Linking to the ARC Website From Your Website*
No permission is needed to include a link to any of our “public” pages from your website, although any link MAY NOT include the ARC Logo without the express permission of the ARC Board of Directors.
- Linking From the ARC Website To Your Website*
The ARC does not participate in link exchange requests.
- e. ~~There will be a Members Only section of the website for posting of interest to the membership and to facilitate dissemination of important, yet private, information from the Board to the membership. Information shall include, but is not limited to: a PDF of the ARK newsletter (color if possible), Board motions/ballots*, minutes of the Annual and Board meetings, results of Membership and Election ballots, a non-downloadable Membership List and official ARC publications as deemed appropriate by the Board. The Webmaster will post the results of Board ballots within 7 days of receipt from the ARC Secretary on the Members Only section of the website. (*Exception: secret ballots as allowed by the Bylaws or in Section I. of the Standing Rules.)~~
- Access to certain website items (pages, documents, media, posts, and events) will be restricted to members who have logged in to the website using the credentials issued to that member by the ARC webmaster. These items include, but are not limited to:
- The ARK newsletters;
 - Board motions, agendas, and minutes;
 - Annual meeting minutes;
 - Printable ballots and ballot and election results (when allowed per Bylaws);
 - Membership roster, updated at least quarterly (see [NEW SR in E/membership]);
 - ARC publications as approved by the Board; and
 - Any other item the Board may decide is useful to members but not appropriate for public website visitors. (3/10/20)
- f. The Terms of Use for the Members Only section are as follows: “Terms of Use: By participation in amrottclub.org “Members Only” electronic communications each participant agrees to be bound by the rules regarding prohibition of cross posting and penalties for violation of these rules. “Members Only” information is intended for ARC members only. It may not be forwarded, or cross-posted, reprinted, linked, or used in any other manner without the express written permission of the ARC Board of Directors. Violation of this rule will result in a warning for 1st time up to permanent exclusion from “Members Only” electronic communication for a 4th violation. If a member is aware of any information from the “Members Only” section being forwarded or cross posted in violation of this rule then please send notice to the ARC Secretary, (Name), at (email address).” These will be printed on the Members Login page.
- g. Violation of ARC’s website Terms Of Use in the Members Only Section shall result in the following: 1st violation – warning; 2nd violation – 30 days exclusion; 3rd violation – 60 days exclusion; 4th violation – permanent exclusion from “Members Only” electronic communication.
- h. There will be a “Presidents Page” for the exclusive use by the ARC President. This page will be used to provide facts to keep the membership informed of what is being done by the BOD, rationale for BOD’s actions/inactions as appropriate, letters from members to the BOD and the BOD’s replies, as well as other information deemed appropriate by the President. This page will be updated on a monthly basis. Suggestions for items of interest to be posted may be presented to the President by the BOD.
- i. Certain ARC documents will no longer be published in the ARK, but will only be published on the ARC website. They will also be available as a hard copy by request from the ARC Policies & Procedures Chairman. The documents include,

but are not limited to, the following: Constitution & Bylaws; Standing Rules; Carting Rules; Mandatory Practices; Membership Application; Education Grant procedure and Application Form; Judges Education Program and Presenter and Seminar Applications; Junior Program Procedure and the Kalyn Rae Bastyr Memorial Scholarship Application Form and Junior Questionnaire; National and Regional Specialty Applications; Complete List of Production Award recipients and Requirements; ~~Rottweiler Measurement Survey Rules and Evaluator Certification Procedure~~; Sweepstakes Judge Application and Guidelines; Approved listing of Sweepstakes Judges; Complete List of V & VX Award recipients and Requirements. Some of these documents will be in the Public Section and others will only be available in the Members Only section. (7/14/22)

- j. The ARC Statisticians (Conformation; Agility – Regular & Jumpers With Weaves; Carting; Herding; Obedience; Rally; Juniors) shall submit their reports to the ARC ~~webmaster~~ Statistician Coordinator on a quarterly basis. ~~The Statisticians will attempt, but are not required, to provide statistics to the ARC website on a monthly basis, and they will be posted to the website as received.~~ Statisticians will not release this information to anyone other than the ~~ARK Editor, ARC webmaster,~~ Statistician Coordinator, ~~preparer of the Top Dog Catalog, or a member of the ARC BOD until it has been published in the ARK Specialty Supplement, posted on the web, or announced at the Top Dog Evening at the National Specialty.~~ The year-end reports will not be posted on the web until after the Top Dog Evening at the National Specialty. The Statistician Coordinator will provide quarterly results to the ARC Webmaster. The Statistician Coordinator will provide year-end reports to the ARK Editor for the ARK National Specialty Supplement and to the preparer of the Top Dog Catalog. The year-end reports, excluding Conformation, may be posted on the website once they are checked and verified. (3/10/20)
- k. A web page will be specifically dedicated to Junior Handlers. In addition to various pieces of information it will include links to related Junior Showmanship websites.
- l. A picture of the recipient of the Kalyn Rae Bastyr Memorial Scholarship, preferably with his/her Rottweiler, and the application essay will be published on the ARC website. Other applicants' essays may be printed if space permits.
- m. The ARC *Rottweiler Ownership* booklet will be posted on the website. This is the same booklet that the Breed Referral Coordinator mails out to those inquiring about the breed.
- n. The website will include a "Heroes' Corner" which will promote acts of heroism by any Rottweiler. As a work in progress, no Rottweiler's act of heroism will be deleted. This section will serve as an area for legislators to witness the benefits of the Rottweiler as a resource for individuals who are working to fight anti-canine legislation.
- o. The website will include a section for the Breeders Education Program. The web section will be maintained by the Breeders Education Committee. The Breeders Education Committee will be responsible for all materials posted, regular maintenance, and integrity of all written and photographic material and will work in conjunction with the ARC webmaster. ARC Board retains ultimate control over all content and use of the web site and may remove or add information as it deems necessary. The Breeders Committee Chair will forward on to the ARC Board and ARC Webmaster the names of the Breeders Education Committee members that will have access for maintaining the web section. Any changes in personnel who have or will have authority to maintain the web section will be forwarded on to the ARC Board for approval and ARC webmaster prior to any changes or immediately after should circumstances dictate. (10/12/15)
- p. The website will include the following links:
 1. OFA: main page (www.offa.org) and quarterly reports (www.offa.org/reports.html)
 2. CHIC: main page (www.caninehealthinfo.org) and alphabetized list of all Rottweiler with a CHIC # (www.caninehealthinfo.org/brdreqs.html?breed=RO)
 3. Purina: main page (www.purina.com) and Pro Club (www.purinaproclub.com) and Parent Club Partnership (www.purinaproclub.com/public/resources/purina_parent_club_partnership_program.asp)
 4. ARC National Specialty site.
 5. There will be a link on the website to allow direct access of the ACL point presentation: www.amrottclub.org/bsl/ppt.html. This will be a direct link and not a link to any other web page.
 6. The ARC Legislative Committee Chairperson will be allowed to place links that are not necessarily Rottweiler related on the ARC ACL section of the ARC website. Such links may include; Power Point presentations created to elaborate opposition to ACL or other pages that address anti-canine issues when these issues are in direct alignment with the position taken by the ARC. Such links are not to include specific pages that may have advertisements of items for sale on them. Current links include:
 - a. www.paws4laws.com
 - b. www.petpac.net
 - c. www.naiaonline.org
 - d. www.rott-n-chatter.com/rottweilers/laws/breedspecific.html
 7. The website will have a Public Information section which will include a connection to Barbara Haywood's www.mydogvotes.com
 8. www.americanrottweiler.org Blog, developed by Barbara Hayward, which includes disclaimers regarding the Blog on both web & actual blog.
 9. www.greatdogs.co.uk
 10. Search and Rescue: www.swsdogs.org

11. ARC Judges Education: www.americanrottweilerclubjudgeseducation.com
 12. American College of Veterinary Internal Medicine: www.acvim.org
 13. American College of Veterinary Ophthalmologists: www.acvo.org
 14. American College of Veterinary Surgeons: www.acvs.org
 15. American Veterinary Medical Association: www.acvma.org
 16. Bloat – A Collection of Links: www.cfgdr.org/bloatarticles.htm
 17. Canine Eye Registration Foundation (CERF): www.vmdb.org/cerf.html
 18. Rottweiler Health Foundation: www.rottwweilerhealth.org
 19. RottNet.net Rescue: www.rottnet.net
 20. ARC Breeders Education Program: (website in development)
- q. The general email address for our website shall be inquiries@amrotclub.org. Additional special email addresses shall be available on a need-to-know basis; i.e. address for Statisticians to submit their reports.
- r. The website host will be Connors Hosting.

G. COMMITTEES

1. Subject to the approval of the Board, the President may appoint standing committees to advance the work of the club in any area which may well be served by committee. Such committees shall act in an advisory capacity to the Board and shall always be subject to the final authority of the Board. Special committees may also be appointed by the Board to aid it on particular projects.
 - a. During the selection of a nominating committee for officers and directors per the bylaws, the board may not seat as a member or alternate on the nominating committee any club member that served in the preceding calendar year as an alternate or regular member of the nominating committee. (8/14/24)
2. Whenever possible, all committee appointments (i.e. Nominating, Judges Selection, etc.) will be made at the first meeting of the full Board following the Annual Election. These appointments will be published in the *ARK* and on the ARC website so that members will have ample time to submit suggestions to the committee members for their consideration before the committee's business is finalized.
3. The term for standing committee chairman and members shall run for 2 years beginning July 1 of the year the Secretary is elected.
4. At the beginning for the 2 year term stated above, each Board Member shall contact the Committee(s) for which he/she is the Board Liaison to determine if the Chairman and members are willing to serve in this capacity for an additional 2 years. If a Committee Chairman/Member is not willing to continue, the Liaison will notify the Board who in turn will appoint a new Chairman/Member.
5. Any committee appointment may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; and the President, with the approval of the Board, may appoint successors to those persons whose service has been terminated.
6. A Liaison from the Board will be appointed for each Committee. The Liaison shall be listed with the Committee Listing in the *ARK* and in the Membership List.
7. Board members will contact the committee(s) for which they are the liaison and ask for a status report before the Annual Membership Meeting and each Board meeting.
8. No committee chairman or committee member can obligate ARC funds without prior Board approval.
9. Any member of a Committee who will incur more than \$75 in expenses in a given month must receive prior approval of the Board. Expenses shall not include reimbursement for travel, meals and/or lodging unless specifically approved by the Board. Exempt from this ruling are those whose job descriptions/committee procedures/standing rules specify a different amount and those who are appointed to do a specific job; e.g. printing & postage costs for Top Dog Chairman; printing & postage costs of mailing annual Junior Packets; travel, meals and lodging for AKC Delegate, etc. Original receipts must be included with all reimbursement forms sent to the Treasurer and should be sent monthly or quarterly.
10. The Secretary must be copied on all correspondence of all committees, to maintain accurate club records.
11. On letters and emails in regards to ARC business, the use of personal kennel names, web sites, dog names, etc. is inappropriate and is not allowed; conversely, on personal correspondence, ARC titles/position shall not be used.
12. As per the Bylaws, Peter Piusz is the ARC delegate to the AKC for a 3 year term. His term will come up for reappointment in February 2019. There is no limit to the number of terms a delegate is allowed to serve. (3/1/16)
13. A current list of Committees are included in each *ARK* and posted on the ARC website.
14. Non-ARC members, whether they own a Rottweiler or not, may join the ARC Legislative Committee.

H. CLUBS

1. To be added to the ARC Local Rottweiler Club list, new clubs must provide a copy of their Bylaws and Membership List and receive Board approval. Club Bylaws must agree to accept the AKC Rottweiler Standard of the Breed as the only standard by which Rottweilers shall be judged.
2. Clubs on this list are eligible to apply for ARC National and/or Regional Specialties and other ARC events. The club will receive *ARK* advertising discounts (see F.1.k.), as well as a complimentary copy of each issue of the *ARK*. The *ARK* will be sent to the club's newsletter Editor, or if they do not have a newsletter, to the Secretary.

3. Clubs will be able to purchase copies of the *ARC Illustrated Standard of The Rottweiler* at a cost of \$10 each when purchased in bulk of 25 copies or more.
4. Clubs will be asked to appoint a 'Club Name' Legislative Liaison. This person will be contacted by the American Rottweiler Club Legislative Committee whenever a situation arises in your state so that the club members can be notified in order to take action. If the club does not have a Liaison; the Club Secretary will be the contact person.
5. The ARC Club Liaison will send a yearly request for update of club information. The update will include the names, addresses, telephone, e-mail address of the club President, Secretary, newsletter Editor and Legislative Liaison, as well as a current membership list. If a club is an AKC licensed club, they will not have to provide a membership list.

Failure to reply to the request for updates within 2 months, will subject the club to removal from the list, as well as jeopardize the club's ability to be approved to hold an ARC National and/or Regional Specialty or other ARC events.

6. Per AKC rules, licensed clubs are required to receive Parent Club approval for any Specialty. All requests for such approval must include the following information about the Specialty: date(s); location; name of all-breed club, if the Specialty is not an independent show; events being held, e.g. conformation, herding, etc.; names of all judges.

The ARC Board will not approve any other Rottweiler Club Specialty to be held in the United States on the same dates as the ARC National Specialty. The only exception being that any club already having an established date for a Rottweiler Specialty (conformation and/or performance) shall be allowed to keep that date as their own, unless waived in writing by that club.

7. Any Rottweiler Educational seminar that is being published or offered, charges a fee, and potentially solicits AKC judges, needs to obtain ARC Board approval. The seminars must use ARC approved educational material and adhere to AKC judges' education rules. Presenters will use the AKC Judges Education forms and send all paperwork to AKC and ARC. Every ARC approval sent to a club to hold a Rottweiler Specialty shall include a flier that offers the club a Judges Education Program, including ringside mentoring and per AKC, satisfies an educational requirement for the Specialty Club. Any Rottweiler Educational Seminar that doesn't qualify for Judges CEU's, must clearly be printed on all publications for the seminar. Fliers that only qualify for Judge's CEU's shall ~~This flier will also~~ be posted on the ARC Judges Education website. (3/12/24)

I. AWARDS

1. **Top ARCite:** the Top ARCite is an award for the ARC MEMBER who has contributed the most to the ARC in the past year. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations of ARC members are to be sent to the Secretary no later than 60 days before the Annual Awards Banquet. Nominations may be submitted by clubs included in the ARC Club list or ARC members, outlining the reasons why this ARC member should be considered. The Board shall then vote by secret ballot on the nominees. Presentation of the award shall be made at the Annual Awards Banquet. The result and all nominations shall be published in the Specialty Supplement of *ARK*. An individual may only receive this award once. ARC will provide a plaque. (2/21/14)
2. **Friend of The Rottweiler Award:** the Friend of the Rottweiler is an award for the PERSON OR GROUP, who has done the most for the Rottweiler breed in the United States in the past year. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations are to be sent to the Secretary no later than 60 days before the Annual Awards Banquet. Nominations may be submitted by clubs included in the ARC Club list or ARC members, outlining the reasons why this person or group should be considered. The Board shall then vote by secret ballot on the nominees. Presentation of the award shall be made at the Awards Banquet. The result and all nominations shall be published in the Specialty Supplement of *ARK*. An individual may only receive this award once, with the exception being if the individual had or will receive the award as part of a committee or group. ARC will provide a plaque. (2/21/14)
3. **Bruce Billings Good Sportsmanship Award:** the Bruce Billings Good Sportsmanship Award (formerly called Gaines Good Sportsmanship Award) is intended to honor an ARC MEMBER who shows outstanding sportsmanship in conformation, obedience or any type of trial activities in the past year. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations of ARC members are to be sent to the Secretary no later than 60 days before the Annual Awards Banquet. Nominations may be submitted by clubs included in the ARC Club list or ARC members, outlining the reasons why this person should be considered. The Board shall then vote by secret ballot on the nominees. Presentation of the award shall be made at the Annual Awards Banquet. The result and all nominations shall be published in the Specialty Supplement of *ARK*. An individual may only receive this award once. ARC will provide a plaque. (2/21/14)
4. The ARC Trophy Inventory Chairman will be in charge of providing the plaques for the 3 awards listed above.
5. **AKC Outstanding Sportsmanship Award:** the AKC Outstanding Sportsman Award is intended to honor an ARC MEMBER who has made a difference in the world of purebred dogs in the past year. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations of ARC members are to be sent to the Secretary no later than 60 days before the Annual Awards Banquet. Nominations may be submitted by clubs included in the ARC Club list or ARC members, outlining the reasons why this person should be considered. The Board shall then vote by secret ballot on the nominees. Presentation of the award shall be made at the Annual Awards Banquet. The result and all nominations shall be published in the Specialty Supplement of *ARK*. An individual may only receive this award once. The recipient shall receive the medallion provided by AKC. (2/21/14)

6. **Anvil T.R.U.E Awards** shall be presented annually to individuals and their Rottweilers for services performed outside the realm of competition. Application information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Applications are to be sent to Donna Banker Rice no later than 60 days before the Annual Awards Banquet. Applicants must have a minimum of 25 hours in a given year, donating their time and the ability of their Rottweiler to any 1 or a combination of the following categories: Therapy, Rescue, Utility or Education. All applications must include verification of hours spent by an appropriate official and all pertinent data, and will be reviewed and approved by the ARC Board. A medallion will be offered by Donna Banker Rice through the ARC to all recipients.
7. **ARC Rottweiler Volunteers of the Year Award** shall be offered annually to promote and encourage activities which present the positive aspects of the Rottweiler. Primary consideration for this award will be given to those individuals who have unselfishly devoted their time and the ability of their Rottweiler to improving their community or enhancing the lives of others. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations are to be sent to Donna Banker Rice no later than 60 days before the Annual Awards Banquet. Nominations may be submitted by local Rottweiler clubs or individuals and must be accompanied by verifiable documentation. All nominations will be reviewed and approved by the ARC Board. The Mirko Medallions will be offered by Donna Banker Rice through the ARC to all recipients.
8. **Einstein Award for Outstanding Rottweiler Ambassador** will be presented posthumously to a deserving canine candidate who died in the calendar year prior to the National Specialty and who was distinguished in the area of therapy, rescue or education. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations are to be sent to Dede Brownstein no later than 60 days before the Annual Awards Banquet. All nominations should highlight the dog's accomplishments over the course of its lifetime and be accompanied by no fewer than 3 reference letters and other proof of accomplishments. It is the intent that only 1 award be given each year; however, in unusual circumstances more than 1 may be conferred or if there are no qualified applicants, then no award may be given. The nominated Rottweiler does not need to have any titles, nor does the owner need to be a member of ARC. Dede Brownstein will make a recommendation for the ARC Board's approval. ~~A perpetual trophy will be maintained by Dede and Mark Brownstein and the recipient will receive an engraved plaque for permanent possession.~~ The recipient will receive an engraved plaque provided by Dede and Mark Brownstein. (1/12/21)
9. **D'Kota Legend Award.** This award will be presented each year at the ARC Annual Awards Banquet to a deserving Rottweiler who meets the following criteria: 2 CH titles, to include AKC and 1 other CH title (CKC, UCI, FCI, etc.); 3 working titles in 3 different areas (Obedience, Rally, Carting, Tracking, etc.); 1 advanced working title (CDX, CX, TDX, etc.); and a minimum of 50 hours in Therapy work. All nominations must include documentation of Titles, documentation of the hours of Therapy work, signed and submitted on letterhead from facility(s), and 2 letters of recommendation from Rottweiler peers who know the dog/bitch personally. This award is intended for a living Rottweiler and must be owned by an ARC member. A dog/bitch may only receive this award once. Nomination information shall be mailed to the membership or published in the *ARK* at least 90 days before the Annual Awards Banquet. Nominations are to be sent to Dr. Tommy Caisango no later than 60 days before the Annual Awards Banquet. Dr. Caisango will make a recommendation for the ARC Board's approval and the recipient will receive an engraved plaque provided by Dr. Caisango.
10. **American Rottweiler Club Good Samaritan Award:** A letter of recognition and a certificate will be awarded to any person who, in the opinion of the ARC Board of Directors, has aided and/or promoted an individual Rottweiler or our breed in some outstanding way. This award is intended for someone who does not own a Rottweiler, but it does not preclude someone who does from being honored.
American Rottweiler Club Heroism Award: A letter of recognition and a certificate will be awarded to any Rottweiler, person, or organization that, in the opinion of the ARC Board of Directors, has performed an act of "heroism". The dog need not be owned by an ARC member. If a person is nominated, the person does not need to be an ARC member. **(12/15/20)**
Nominees for either of the above awards may be submitted to the ARC Board at any time during the year, when the act/incident for which they are nominated occurs. Nominations may be made by anyone; they do not have to be an ARC member. After the Board has approved the award, the ~~ARC Secretary Board~~ will coordinate the delivery or presentation of a plaque, and official mailing mail the letter and certificate to the recipient(s) of the award(s). At the same time information about the recipient and the circumstances of the act will be submitted to the *ARK* Editor for publication in the next newsletter and to the ARC Webmaster for the ARC website. There is no limit to the number of times this award may be approved in a given year, nor is there any requirement that any need be presented. **(4/8/2024)**
11. Should a member who has offered a special award no longer be able to fulfill this obligation, the Board of Directors will publish a notification in the *ARK*. Members will be given the opportunity to apply to the Board of Directors to assume sponsorship of this award in their dog's memory. The Board will vote on which offer to accept taking into consideration such criteria as length of membership of applicant and relevance of the dog to the specific award. If no member is interested in accepting sponsorship, the award will be retired.
12. **ARC Membership Pins** shall be presented annually to members who have achieved the following number of years of continuous membership: 10; 15; and up in 5 year increments. There will be a \$5 charge for any replacement pin. **(9/2/14)**
13. ARC will present a token of appreciation to all Committee Chairpersons as a thank you at the end of their 2 year term.

14. **ARC Certificates of Recognition** shall be presented annually to those local and area clubs, included in the ARC Club list, who have submitted letters outlining their achievements during the preceding year. Deadline is 60 days before the Annual Awards Banquet of the year to be presented. **(2/21/14)**
15. An **ARC Medallion** and Certificate shall be awarded to the #1 dog at each level in each of the following Top Ten/Dog categories: Dogs; Bitches; 2 areas of Agility – ~~Regular~~ **Standard** & Jumpers With Weaves; Carting; Herding; Obedience; Rally. All other ranked dogs will receive a Certificate. **Medallions and Certificates will only be awarded to those dogs whose owner is a current ARC member and was during the year the title was earned.** However, all Top Ten/Dog recipients, whether or not the owner is an ARC member, will be listed in the Top Dog Evening Catalog and will be recognized ~~that~~ **evening.** All Top Ten Junior Handlers shall be awarded both Medallions and Certificates. **(3/6/17) (3/10/20)**

The Top Ten/Dog Rottweilers in each level will be based upon numbers of dogs defeated. If 1 or more dogs/Juniors receive the same number of points, they will be considered tied for that place and the dog(s) with the next number of points would be in the next place, i.e. dog A & B have 60 pts. and are tied for 3rd place; dog C has 59 pts, he will be in 4th place. A dog must have a minimum of 5 points to be in the Final Top Ten Rankings in all areas, except Carting Excellent and all Team Levels and Junior Handlers where the **5 point** minimum does not apply. **(3/6/17) (3/10/20)**

All titles listed on the Certificate and in the Top Dog Evening Catalog will be based on the titles listed in the AKC Title reports earned thru December of the previous year.

16. **The William Stark Award** shall be awarded annually by ARC to the Top Dog in breed competition.
17. **The Herman H. Heid Award** shall be awarded annually by ARC to the Top Bitch in breed competition.
18. **The Taylor Award** in memory of ARC Select 1 CH Roslar's Felicity V Pioneer RA PT shall be offered annually by Laura & Frank Rosinski through the ARC to the Rottweiler with the most points in Group competition as determined by the "Dog News" system.
19. **The Kalyn Rae Bastyr Top Junior Handler Award** will be presented annually to the #1 Rottweiler Junior Handler each year (AKC March to February Awards). It will be displayed each year at the National Specialty and serve as a permanent record for the club. The name of the #1 Junior will be added each year, beginning with the #1 Junior for 2003. The recipient will be honored and receive a commemorative memento either at the ARC Awards banquet or the Top Dog Evening.

The statue will be retained by the ARC with other permanent trophies. Cost of mementoes and for engraving and maintenance of the statue will be paid out of the Junior Fund. Continual funding of the Fund will be thru fundraisers and private donations. **(3/17/15)**

20. Any junior who titles a Rottweiler through the AKC's Junior Handler In Companion Events Program or handles a Rottweiler to an ARC Carting title will be honored at the Top Dog Evening at the ARC National Specialty the following year. The junior would be presented with a certificate and an ARC Achievement Medallion. If more than 1 title was earned with the same Rottweiler during a calendar year, there will only be 1 certificate with all information included. Juniors would need to apply for this award by sending copies of their AKC Junior Certification Forms for each title earned to the ARC Junior Liaison. In the case of Carting, the Carting Test Secretary shall send the Jr. Handler Carting Test Certification form to the ARC Junior Liaison within 14 days of the test.
21. An **ARC medallion** mounted on a plaque shall also be awarded to any Rottweiler attaining the AKC title of Obedience Trial Champion, Preferred Obedience Champion (dog's 1st POC only), Herding Champion, Tracking Champion, Master Agility Champion (dog's 1st MACH only), ~~and~~ Preferred Agility Champion* (dog's 1st PACH only), and Rally Champion (dog's 1st RACH only) whose owner is an ARC member. **(11/14/17)**

* AKC has made this a retroactive title. Members, whose dog earns this title from 7/1/11 on, do not have to apply for an award. However, any member whose dog received a retroactive PACH title must apply to receive an award. This will only be allowed for the awards presented at the 2012 Awards Banquet; if a member does not apply for that year, they will forfeit their right to receive an award.

22. The ARC Bred-By Award (ARC medallion mounted on a plaque) shall be awarded to any member when they have successfully completed all Championship points from the Bred-By classes regular and/or puppy in accordance with AKC requirements. **(6/8/22)**
23. The ARC Amateur-Owner-Handler Award (ARC medallion mounted on a plaque) shall be awarded to any member when successfully completed all Championship points from the Amateur-Owner-Handler class in accordance with AKC requirements, effective for the 2016 Calendar year. **(8/9/16)**
24. ARC Certificates shall be presented annually to new **Versatility and Versatility Excellent Award** qualifiers as determined by the V/VX Award Committee. These awards must be applied for through the Versatility Awards Chairman. All awards will be based on titles earned by December 31st of the year preceding the award presentation. **(5/8/18)**

Effective with applications for Versatility/Versatility Excellent awards to be awarded at the 2017 ARC Awards Presentation: the owner applying for the award must be an ARC member in good standing at the time of application and at award presentation. **(10/13/16)**

Note: Non-members whose dog(s) were awarded the ARC Versatility Award at the 2016 ARC Awards Presentation or earlier may continue to earn a Versatility Excellent award on that dog(s) without becoming an ARC member. That same owner must become an ARC member to earn the "V" or "VX" title on any Rottweilers that don't already have the "V" title. **(5/3/16)**

The updating of titles to a dog's name (new Certificate/Master List) will only be for a dog that has earned the VX Title and then only if the new title(s) will add to the dog's total number of points.

25. **ARC Certificates** shall be presented annually to new Production Award qualifiers as determined by the Production Award Committee. These awards must be applied for through the Production Awards Chairman. All awards will be based on titles earned by December 31st of the year preceding the award presentation AKC will send data regarding the number of litters/puppies produced by Production Award qualifiers to Marilyn Piusz. She has signed a confidentiality agreement not to release this information until the dog owner's consent is obtained. If the owner's consent is obtained the data will be made available at the time of the award presentation, as well as published in the *ARK* and on the ARC website. If no consent is obtained, a notation will be made next to the dog's name to that effect, and the data will be destroyed.

Dogs/bitches that already have a Production Award, but are not eligible for the next level or are already a Gold Producer, are able to update the accomplishments of their offspring and their point total. There will be no new certificate issued, but the changes will be made on the master Production List that is posted on the ARC website. All requirements stated above apply to Production Award updates as well. The number of litters/puppies must also be updated. AKC charges ARC for this report so anyone wishing to update information must pay a service charge of \$10.00 per dog/bitch. The ARC Board will review the service charge any time there is a change to the AKC charge.

26. **The CH Anka Von Gailingen Memorial Award** shall be offered annually by Catherine Thompson through the ARC to the Top Producing Rottweiler Bitch (Champions of Record offspring in the March to February Title Reports received electronically from AKC). Only first time Champions are counted towards this Award; Grand Champions are not.
27. **A/C CH Rodsdens Berte V Zederwald, CDX Memorial Award** shall be offered annually by Lew Olson and Jeff Shaver through the ARC to the Top Producing Rottweiler Dog (Champions of Record offspring in the March to February Title Reports received electronically from AKC). Only first time Champions are counted towards this Award; Grand Champions are not.
28. **The Taxi Award** shall be offered annually by Connie Fountain through the ARC to the ARC Top Producing Dam of Performance Dogs (AKC Performance titled offspring in March to February Title Reports received electronically from AKC).
29. **The CH Pico vom Hegestrauch Award** shall be offered annually by Diana Lane through the ARC to the ARC Top Producing Sire of Performance Dogs (AKC Performance titled offspring in the March to February Title Reports received electronically from AKC).

J. POLICIES, PROCEDURES, JOB DESCRIPTIONS

1. The following are currently in effect:

Agreed Upon Procedures – Annual Exam Treasurer's Books (7/13/10)

ARC Breed Referral List (3/19/16)

ARC Breed Referral List Policy (3/21/14)

ARC Canine Ambassador Program (2/2/16)

ARC Constitution & Bylaws (6/12/10)

ARC Facebook Page (2/19/14)

ARC Officer/Director Nomination Form (2/24/09)

ARC Officer/Director Candidate Resume Form (11/13/11)

ARC National Specialty Standing Rules (5/8/18)

ARC Regional Specialty Standing Rules (11/14/17)

Carting Rules (9/23/10) with new score sheet (7/14/15)

Carting Judges (3/18/15)

Education Grant Procedure (2/3/09)

How To Respond To A Dog Bite Incident (2016)

Job Descriptions (some job descriptions are included as part of a policy or procedure):

ARC Club Liaison (4/14/14)

Board of Directors (6/7/12)

Board Liaisons to ARC Committees (6/27/08)

Breed Referral Coordinator (1/24/11)

[Breed Standard Evaluation Rules \(7/14/22\)](#)

Legislative Chairperson (6/27/08)

Nominating Committee (8/9/09)

President (6/7/12)

Secretary (6/7/12)

Treasurer (6/7/12)

Vice President (6/7/12)

Judges Education Mentor (6/18/14) & Presenter Policies (10/13/16)

Judges Education Mentor/Presenter Application (10/13/16)

Judges Education Program (9/11/18)

Junior Showmanship Program (3/17/15)

Legal Internship Program & ARC Independent Contractor Internship Agreement (6/7/09)

Longevity Program (4/11/11)
 Mandatory Practices (5/99) – Health Requirements for breeding for dogs/bitches born before 1/1/08
 Mandatory Practices (4/8/13)
 National Specialty Application (10/20/13)
 National Specialty – ARC Hosted Agreement (5/11/13)
 National Specialty Contracts (10/20/13)
 Production Awards Requirements – effective 1/1/16 (5/3/16); effective 1/1/19 (12/4/18)
 Regional Specialty Application (1/31/11)
 Regional Specialty Contracts (4/8/06)
 Rottweiler Breeder Education Committee (6/18/08)
~~Rottweiler Measurement Survey Rules (1/25/04)~~
~~Rottweiler Measurement Survey: Evaluator Certification (2/19/04)~~
 Sieger Show National Contract (3/26/11)
 Sieger Show Procedure (4/10/18)
 Sieger Judges Guidelines (2/23/11)
 Sweepstakes Judges Application (2/6/17)
 Sweepstakes Judges Guidelines (8/4/10)
 Sweepstakes Judges Lists (1/15/18)
 The Jennifer Lind Kelley Memorial Triathlon Program (2/13/16)
 Top 10 Awards (How Points Are Calculated – effective 1/1/18 (8/4/18)
 Top 20 Judges Selection Procedure (9/29/14)
 Top 20 Judging Procedure (12/1/14)
 Top 20 Score Sheet (1/6/11)
 Top Dog Evening Procedure (1/13/13)
 V & VX Requirements (8/4/18)

2. All of the above, as well as accompanying applications, forms, etc. are available from the ARC Policies & Procedures Chairman and many are posted on the ARC website.

K. MISCELLANEOUS

1. ARC members are encouraged to give a donation of \$100 for each stud fee they receive. They may donate to any Rottweiler organization of their choice including the American Rottweiler Club UCL Fund, Rottweiler Health Foundation or Rottweiler Rescue Foundation.
2. ARC members are encouraged to give a donation of \$50 for each litter they produce (3 or more live puppies). They may donate to any Rottweiler organization of their choice including the American Rottweiler UCL Fund, Rottweiler Health Foundation or Rottweiler Rescue Foundation.
3. The requirements for CHIC (Canine Health Information Center) are set by the Parent Clubs. ARC has set the following required health tests in order for a dog to be eligible to receive a CHIC number: Hip Dysplasia – OFA evaluation only; Elbow Dysplasia – OFA evaluation only; Eye Clearance – CERF or OFA only; Congenital Cardiac Database – OFA evaluation only. (4/8/13)
4. The American Rottweiler Club Breed Referral List consists of ARC members who are willing to provide information to inquiries from outside the club. Inquirers may be seeking information on Rottweilers in general, advice on purchasing or where to purchase a puppy, training, and/or behavior advice.

The Breed Referral list is not intended solely to advertise puppies or stud service, and as such all members who meet the criteria listed below are welcome to request to be added to the list.

To be added to the ARC Breed Referral List, members must:

1. Abide by ARC's Mandatory Practices and affirm they will continue to do so,
2. Have been an ARC member for at least five continuous years (at the time of the request),
3. Have owned Rottweilers for at least 10 years (at the time of the request), and
4. Agree to the following conditions:
 - a. Be willing to provide advice or referrals for general Rottweiler-related questions,
 - b. Be willing to refer puppy and/or stud dog inquiries to ARC breeders first, or, if referring to a non-member breeder, refer only to a breeder who is to the best of the member's knowledge breeding health-tested parents and screening puppy homes carefully, and
 - c. If a breeder or stud dog owner, be willing to provide referrals or information to other ARC breeders or stud dog owners as well as information about their own breeding plans or potential litters sired by their stud dog.

Members interested in being added to the ARC Breed Referral List should complete the simple form located on the Breed Referral section of the ARC website or request the form from the Breed Referral Coordinator. Once received, the request will be reviewed and approved by the Board of Directors and added to the list once approved. (7/14/20)

Last amended by the Board of Directors on 8/14/24