



# National Shiba Club of America Regional Club Handbook

Approved 4/8/15

## **About the National Shiba Club of America**

Established in 1992, the National Shiba Club of America (NSCA) is the national organization which promotes and standardizes the description of the Shiba Inu. The best interest of the breed is foremost in the minds of the NSCA members.

## **Mission Statement**

The National Shiba Club of America is dedicated to upholding the integrity of the Shiba Inu, promoting the sport of purebred dogs and breeding for type and function. Founded in 1992, the NSCA and its affiliated organizations (Regional Clubs) advocate for the purebred Shiba Inu as a family companion, conformation, agility and other performance event dog and to promote responsible dog ownership.

## **General Information**

Interested in forming a new regional club? Congratulations! Few activities provide greater fun and more satisfaction than the sport of purebred dogs. The National Shiba Club of America will be happy to help you get started.

As the AKC recognized national specialty club (parent club) the National Shiba Club of America represents fanciers of a single breed, the Shiba Inu. Parent clubs primarily hold dog shows, but may also hold obedience trials, tracking tests and other performance events approved for their particular breed. The AKC approves only one national club for each breed. For information on the National Shiba Club of America go to [www.shibas.org](http://www.shibas.org) or view the information on the AKC's Web site.

Regional clubs serve the interests of a single breed on a regional level. These clubs may be eligible to hold shows, obedience trials and performance events approved for their breed. Some of the more common activities of regional clubs are to sponsor supported entries, regional and national specialty shows with the support of the National club.

## **What Makes a Good Club?**

Whatever type of regional club you are considering, the AKC has found that every effective dog club:

- Is composed of members who love purebred dogs and their sport and can work together to serve the best interests of the dogs and the sport.
- Operates under an approved constitution and bylaws spelling out the orderly and democratic conduct of club business. The AKC Club Relations Department will provide you with an approved sample, or contact the Corresponding Secretary for the National Shiba Club of America.
- Has members who reside in a relatively compact geographic area, and hold events in their region, which promote the sport and the purebred Shiba Inu. In the case of the National Shiba Club of America, it is recognized that the fancy is spread out around the Country and may need to encompass a larger area based on the number of Shiba Inu fanciers within a given geographic area.

## **Basic Regional Club Policies**

If you and your fellow enthusiasts seek to establish a new club where none currently exists, the NSCA will be happy to help you make it a reality. However, the AKC & NSCA cannot encourage the establishment of a new club if there is an existing club of the same type in the same area. It may be possible to reassign areas based on the interests of a new club and with the agreement of an existing club in good standing.

**Member Club status is open to all local Shiba Inu Clubs that meet the following requirements:**

1. Shall accept the Constitution and by-laws of the NSCA.
2. Shall accept the breed standard as approved by the AKC.
3. Shall submit an application for membership that includes a copy of its Constitution and by-laws, a list of Officers, Directors, and members. In order to maintain membership as a club, this information shall be updated yearly when the dues for the following year are paid.
4. Shall have at least ten (10) members over the age of 18 years and at least five (5) of whom are NSCA members.
5. Member Clubs may not hold office or serve on committees but are entitled to one (1) vote. They are entitled to be represented at meetings by one Delegate who must also be an NSCA member in good standing.
6. Member Clubs are entitled to all other benefits as provided by the Board.

**Dues:** Membership dues shall be set by the Board of Directors. The dues shall be payable on or before the 1st day of January each year and delinquent after 30 days. For applications accepted after June 1st, dues shall be 1/2 of the stated amounts. No club may vote whose dues are not paid. During the month of October, the Treasurer shall send to each member club a statement of dues for the ensuing year. Clubs must submit a copy of its constitution and bylaws, a list of Officers, directors, and members with the dues payment. Renewals will not be accepted without this information. These documents along with the dues payment are sent to the Treasurer.

**Geographic Range or Territory:** There is no specified mileage radius; each club is evaluated on its own merits and circumstances. We recognize that in densely populated areas there may be a need for more clubs, while in sparsely populated areas more territory may be suitable. If you have questions about your club's circumstances, please contact the current Corresponding Secretary. The geographic area of the club must be defined in its Constitution & Bylaws. The approval of the area will be determined by the NSCA Board of Directors. Half or more of the regional club's members are to reside in its designated geographic area (note: this is not an AKC requirement). The National Shiba Club of America will maintain a map of the United States showing the areas that have recognized regional clubs and the contact person for each club is listed on the NSCA website.

**Club Name:** Your club's name should identify your geographic center of activity. We strongly suggest you receive written approval of the name from the NSCA before your club incorporates or prints letterhead.

**Event Sites:** Every club must have a suitable site for its events in its region.

**Specialty Clubs:** Newly formed regional clubs should always contact their parent club before contacting the AKC. Parent clubs can be extremely helpful to a new club. For help in contacting the corresponding secretary of your parent club, please see the National Shiba Club of America website for current information.

## **Organization**

The first step is to hold an organizational meeting. Try to contact all fanciers in your proposed area who may want to become involved.

At the first meeting we suggest you do the following:

- Select temporary officers. For starters, all you really need is someone to chair meetings, and someone to take minutes.
- Decide on a meeting schedule and location.
- Choose someone to keep records of the club's development. This is very important because the National Shiba Club of America's evaluation of your club will focus on the records your club submits.

You may want to designate this person as NSCA Liaison. **Always keep copies of club records.** Clubs have unfortunately lost valuable records due to floods, fires, individuals moving, etc.

-Set up a program of activities. These should reflect your efforts to assist fanciers and promote the sport and responsible dog ownership.

### **Code of Ethics**

The National Shiba Club of America expects all members of regional clubs to abide by its code of ethics, which can be found on the website.

### **NSCA Member Club Application**

Complete and submit the NSCA Member Club application included below.

### **AKC Accreditation**

The National Shiba Club of America encourages regional clubs to work toward becoming AKC accredited (optional depending on the desires of a regional club, new clubs may wish to defer this until they have experience with other activities or opt not to become AKC accredited).

Regional clubs wishing to hold independent shows must become AKC accredited.

### **HELPFUL PUBLICATIONS & WEBSITES:**

**AKC** website [www.akc.org](http://www.akc.org) provides information on AKC events and breeds, AKC news, and AKC departments.

**National Shiba Club of America** website [www.shibas.org](http://www.shibas.org)

This handbook is based on the following AKC document “**How to Form an AKC Accredited Dog Club**” and the National Shiba Club of America by-laws.

**For more information contact the current NSCA Corresponding Secretary.**



# National Shiba Club of America, Inc. Application for Regional Member Club

<http://www.shibas.org/docs/RegionalClubHandbook.pdf>

Club Name \_\_\_\_\_  
Geographic Center & Area Served \_\_\_\_\_  
Secretary's Name \_\_\_\_\_ E-Mail \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Phone \_\_\_\_\_ Club Website \_\_\_\_\_  
Current Number of Members \_\_\_\_\_ Current Number of NSCA Members \_\_\_\_\_ Year Club was Formed \_\_\_\_\_  
Is Club Incorporated? \_\_\_\_\_ State of Incorporation \_\_\_\_\_ Is Club AKC accredited? \_\_\_\_\_ Is Club AKC licensed? \_\_\_\_\_  
Date Approved \_\_\_\_\_ If club is not AKC accredited and/or licensed, does it plan to obtain these? \_\_\_\_\_

**Club Interest or Focus - Please check each item that applies:**

Conformation \_\_\_\_\_ Obedience \_\_\_\_\_ Agility \_\_\_\_\_ Breed Education \_\_\_\_\_

**Briefly describe the Club's reasons for seeking NSCA membership:**

**General Information:**

Has this club ever been suspended from the privileges of the American Kennel Club? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, when and why? \_\_\_\_\_  
Has this club ever been a NSCA Regional Member Club before? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what year(s) \_\_\_\_\_  
Has this club ever been suspended from NSCA membership? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, when and why? \_\_\_\_\_

We hereby apply for membership in the National Shiba Club of America and, if accepted, agree to abide by its Constitution, By-Laws, and Code of Ethics. We also agree to accept the AKC Breed Standard as written. **We have enclosed our club's constitution, By-Laws, Code of Ethics, and current club membership roster showing the Board of Directors and names of our members with the city and state of residence.**

Applicant Signature (Club President) \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

1. Club Membership roster, C&BL, and Code of Ethics (check if enclosed) \_\_\_\_\_
2. \$30 Club Membership Dues \_\_\_\_\_
3. \$20 for optional paper mail communication \_\_\_\_\_  
(there is no additional charge for electronic communication)

Total: \_\_\_\_\_

-Check payable to National Shiba Club of America, or  
-payment submitted via Paypal to [Dues@shibas.org](mailto:Dues@shibas.org) (date submitted) \_\_\_\_\_

Return to:  
**Via e-mail:**  
[Membership@shibas.org](mailto:Membership@shibas.org)

**Via postal mail to:**  
**Lisa Shery**  
**NSCA Membership Chair**  
**3211 S. Barrington Ave, Apt. A**  
**Los Angeles, CA 90066**

*For Official Use Only:*

\_\_\_\_\_  
*Received Date*

\_\_\_\_\_  
*Published Date*

\_\_\_\_\_  
*Elected/Rejected Date*

\_\_\_\_\_  
*Notified Date*

\_\_\_\_\_  
*E-Mail Auth Form*



# National Shiba Club of America, Inc. Authorization - Use of Email

Please complete and return to  
Corresponding Secretary or Membership Committee Chair

The National Shiba Club of America, Inc. has adopted email communication, unless otherwise defined in the C&BL, as a method of notification for club meetings and other club notices which may include but are not limited to dues notices or reminders, judge selection, minutes, newsletters and surveys. This is to comply with AKC Club Relations Policy:

[http://www.akc.org/pdfs/clubs/club\\_policies/ALL\\_CLUB\\_EMAIL\\_NOTIFICATION\\_Policy-Jan\\_2006.pdf](http://www.akc.org/pdfs/clubs/club_policies/ALL_CLUB_EMAIL_NOTIFICATION_Policy-Jan_2006.pdf)

All members are required to sign this authorization to activate email communication, to elect to receive only hard copy notifications via the US Postal Service or to choose not receive any notifications. Such authorization is revocable. The Club is released from any liability should notifications be received late or not received by a member or board member due to circumstances beyond the Club's control.

**Member's Authorization:** **E-Mail Address:** \_\_\_\_\_

\_\_\_\_\_ I will accept notifications by e-mail – please list e-mail above.

\_\_\_\_\_ I do not wish to receive notifications; exceptions may apply at the discretion of the Board.

\_\_\_\_\_ I do not wish to receive notifications by e-mail and I agree to pay the \$20/year fee for postal mail.  
Please mail them to the address below:

**Street Address:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Name (please print):** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Co-Member's Authorization:** **E-Mail Address:** \_\_\_\_\_

\_\_\_\_\_ I will accept notifications by e-mail – please list e-mail above.

\_\_\_\_\_ I do not wish to receive notifications; exceptions may apply at the discretion of the Board.

\_\_\_\_\_ I do not wish to receive notifications by e-mail and I agree to pay the \$20/year fee for postal mail.  
Please mail them to the address below:

**Street Address:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Name (please print):** \_\_\_\_\_ **Signature:** \_\_\_\_\_

*For Committee Use Only:*

Date Received: \_\_\_\_\_

Date Announcement List Invite Sent: \_\_\_\_\_

\$20 Received for Paper Mail: \_\_\_\_\_