

## **Sawnee Mountain Kennel Club's Policies & Procedures**

### **Board Insurance**

Adopted: 08.12.01

Insurance on Board members through SMKC's general liability policy will be provided covering decisions made by each individual board member.

### **Jr. Handler Policy**

Adopted: 05.08.02

SMKC will offer \$500 to qualified Jr.'s upon written request from the Jr. stating why they want to attend and what they have accomplished and contributed during the year. A Jr. will qualify for club funding after one year of active membership (participation in meetings and club events will be considered). The funding will increase by \$100 per year for each succeeding year, up to a maximum of \$1,000.

Amended: 02.12.03

If a Junior Handler qualifies and goes to the Westminster Kennel Club Show they might be eligible for Sawnee Mountain Kennel Club's "SMKC's Junior's at Westminster" fund. To be eligible a Junior must be a member in good standing of SMKC and must present to the Board a written description detailing what he/she has done within the past year to actively support the Club and/or Community, in a dog-related activity. The Board will review all submissions to verify their worthiness. If the request is found to be worthy, the fund will give to the Junior \$500.00 for the first year that a Junior is a recipient. For each successive year that the Junior qualifies and goes to Westminster, and has submitted a report to the Board of his/her continued worthiness to participate in this program, the fund will give to the Junior an additional \$100.00 over the prior year's amount. The maximum amount that a Junior would be able to receive is \$1,000.00. If this junior places in the top four finalists at Westminster, his/her accomplishment will be recognized by a complimentary full page ad with picture in SMKC's summer show catalog.

### **Library Materials**

Adopted: 03/1302

The club will invest up to \$50.00 per month to purchase additional library materials (videos and/or books).

### **Renewal Dues**

Adopted: 08.13.00

Anyone running for office must pay their renewal dues and complete the renewal form prior to the December elections

**Seminars**

Adopted: 03/1302

Members should be encouraged to request sponsorship to attend seminars that would be of general interest to all club members. Each request would be individually reviewed with the member attending presenting a program in exchange for sponsorship.

**Travel Expenses**

Adopted: 04/08/09

Authorized club travel will be reimbursed at either lowest supersaver rate as provided by Treasurer or standard mileage rate whichever is less, regardless of means of travel. This policy will be revisited if Airline Rates increase. Hotel bill will be reimbursed with receipt. Food will be reimbursed up to \$50.00 per day including tip. Alcohol will not be reimbursed.