



National Shiba Club of America

Member Club Handbook

Revised 8/10/17 and 7/21/24

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 (Member 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 area 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 or view the information on the AKC's Web site.

Member 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 member clubs are to sponsor supported entries, designated and national specialty shows with the support of the National club.

What Makes a Good Club?

Whatever type of 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 Member 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 area 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. Member clubs may not vote on membership applications at the Annual Meeting.
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 Membership Chair.

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 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 member 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 member 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 (also available on the NSCA website).

AKC Accreditation

The National Shiba Club of America encourages member clubs to work toward becoming AKC accredited (optional depending on the desires of a member club, new clubs may wish to defer this until they have experience with other activities or opt not to become AKC accredited). Member clubs wishing to hold shows in their own name must become AKC accredited.

Permission to Hold Events

To encourage the active participation of member clubs and outreach activities to the public; the Board of Directors has set the following requirements for member clubs to hold activities in the National Shiba Club of America name. These requirements do not apply to independently licensed AKC member clubs.

Member Club Requirements to host a Designated or Independent Specialty

The member club must complete the **1 of the following** in the calendar year previous to the event or be committed to doing so the calendar year of the requested event:

- Participate in a Meet-the-Breed that is open to the general public with an NSCA member as primary contact.
- Responsible Dog Ownership Days with an NSCA member as primary contact.
- Offer Canine Good Citizen Testing.
- Health Clinic
- Other public education event that meets the AKC Eligibility Requirements to Hold Future Dog Shows found here - <http://images.akc.org/pdf/RE99A1.pdf> - with an NSCA member as primary contact.

For **Independent Specialties**, the club must also list the minimum of 5 NSCA members that will be on site should there need to be an event committee hearing and will name the NSCA member who will be the show chair.

AND

Complete at least **1 of the following**:

- Volunteer your club members for on-site support (hospitality, set-up, take down, grounds, etc.) for the NSCA National Specialty weekend.
- Maintain at least 1 NSCA Judges Education approved mentor in your club's membership.
- Donate a minimum of \$250 to a Shiba rescue group.
- Donate a minimum of \$250 to the NSCA National Specialty.
- Organize and/or present at a Judges Education event in conjunction with the Judges Education Committee.
- Hold a fun match.

Member Club Requirements to hold a Supported Entry

- The member club must have 1 NSCA club member on site at the event to assure trophies are present and awarded at the event.
- The member club must have 1 NSCA club member enter and compete in the event.

All proof of met requirements must be submitted with the Member Club Event Request Form. Examples of proof include photos, proof of donation payment, sign-up sheets, e-mail from organization stating your club participated, etc.

The Member Club Request to Hold Events form is at the end of this document and may be found on the website at <http://www.shibas.org>.

HELPFUL PUBLICATIONS & WEBSITES:

AKC website www.akc.org provides information on AKC events and breeds, AKC news, and AKC departments.

National Shiba Club of America website 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 Member Club

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

Club Name: _____

Geographic Center & Area Served: _____

Name of Club Secretary: _____ E-Mail: _____

Mailing Address: _____

Telephone: _____ 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 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 Inc. 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 • ignedature (Club President)

Print Name

Date

1. Club Membership roster, C&BL, and Code of Ethics _____
 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 Inc., or

-Payment via **PayPal** to Dues@shibas.org (date submitted) _____

Send via email to:
Membership@shibas.org

Postal Mail to:
Lisa Shery
NSCA Membership Chair
PO Box 2197
Sequim, WA 98382

For Official Use Only:

Received Date

Published Date

Elected/Rejected Date

Notified Date

EAO Form

Authorization – Use of Email

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

All member clubs are required to sign this authorization to activate email communication, to elect to receive only hard copy notifications via the US Postal Service [**\$20.00 surcharge**], or to choose not to receive any notifications. Such authorization is revocable. The Club is released from any liability if notifications are received late or not received by the member club's secretary or board member due to circumstances beyond the Club's control.

Name of Member Club Secretary: _____

Member Club's Email Address: _____

NSCA Notification Delivery Options:

Our member club will accept notifications by email.

Our member club does not wish to receive notifications; exceptions may apply at the discretion of the Board.

Our member club wishes to receive notifications by U.S. Mail at the address below.
Note: \$20.00 fee applies.

Street Address	City & State	Zip Code
----------------	--------------	----------

Authorized Signature (Club President)	Print Name	Date
---------------------------------------	------------	------



Member Club Request to Hold Events 2022

Please complete and return to
Corresponding Secretary for BOD Approval

Member Club requesting approval:

Heart of Dixie Shiba Fanciers _____ Mid-States Shiba Club _____
Shiba Club of Greater New York _____

The member club acknowledges that this event will be supported entirely by the member club and assumes responsibility for all expenses associated with this event.

Member Club Contact: _____ E-Mail: _____

Type of Event(s): Designated Specialty: _____ Sweeps: _____ Supported Entry: _____
Independent Specialty: _____ Companion Events (list): _____

Date(s) of Event(s): _____ Location of Event(s): _____

AB Club: _____ Superintendent: _____

If Independent Specialty, please list the 5 NSCA members who will be attendance as the bench/event committee:

Does the AB Club require proof of insurance for this event? Yes _____ No _____ Is this a recurring event? Yes _____ No _____

Is the event in your club's territory? Yes _____ No _____ (please attach concurrence if event is in another NSCA member club's territory)

Regular Classes Judge (if available) _____
(Please ensure the judge assigned is not judging the NSCA National within 1 year after this show)

Sweeps Judge (if available) _____

Sweeps Judge Status for Shibas: Prospective _____ Provisional _____ Approved _____ Other _____

Has the Sweeps Judge attended an NSCA Judges Education Seminar? Yes _____ No _____

Does your club want assistance in planning a Public Education Event (i.e. Meet the Breeds)? Yes _____ No _____

Does your club want assistance in planning a Judges Education event (i.e. ringside mentoring)? Yes _____ No _____

Does your member club have NSCA approved presenters/mentors to facilitate Judges Education? Yes _____ No _____

Would your member club like assistance from the Judges Education Committee? Yes _____ No _____

As part of the consideration to approve your event request, the Board of Directors would like to know what your club has done to support our breed. Please list your club's activities in the calendar year prior to this request:

Member Club Contact Signature _____ Date _____

Date request form was received: _____ Date event was reviewed by BOD: _____

Date form was returned to Member Club Contact: _____

Per motion # _____, this event has been _____ by the NSCA Board of Directors.

NSCA Corresponding Secretary Signature _____ Date _____