

**Nova Scotia Duck Tolling Retriever Club (USA)**  
**BOARD BUSINESS – special session – APRIL 2005**  
Scheduled to begin on April 18, 2005 in the Board's NSDTRC-USA.org on-line forum  
**AGENDA**

**APPROVAL OF MINUTES**

**PRESIDENT'S REPORT - Julie Hanson**

**SECRETARY'S REPORT - Katie Dugger**

**COMMITTEE REPORTS**

**Merchandise – Sara Berry McLoudrey**  
**Judges' Selection Committee – Julie Hanson**

**UNFINISHED BUSINESS**

**Consideration of sales of General PowerPoint CD through Merchandise – Sara Berry McLoudrey**

**NEW BUSINESS**

**COMMITTEE CHAIR APPOINTMENT – Legislative Liaison – Katie Dugger**

**AUDIT RECOMMENDATIONS – Jody Petry**

**Financial Policies and Internal Controls**

1. Expenditure Approval Process.
2. Bank Statements.
3. Budgets.
4. Deposits.

**Other Financial Issues**

1. Dues rates
2. Recording event income
3. Rescue Income
4. In-Kind donations
5. Advances

**Reporting:**

1. Reports to Board.
2. Restricted Funds.
3. Reports to Committee Chairs.
4. Designated Funds.
5. Additional Accounts for Restricted Funds.

**Rescue Program:**

1. 501(c)(3) exempt status.
2. Financial Guidelines.

**Tax Issues:**

1. Increasing Fund Balance.
2. Sale of Merchandise.
3. Event Income.

**ADJOURNMENT**