

Name Isabel Ososki

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Troy, Illinois, 62294

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How many years have you been a member? 47

Select your district District 5: Illinois, Indiana

Requirement 1: Directors elected must live in the District Zone you will serve. I live in the District Zone I will serve

Requirement 2: Directors elected must communicate with members of your District by sharing information, seeking input and answering inquiries as needed or requested. I will communicate with members of my District by sharing information, seeking input and answering inquiries as needed or requested.

Requirement 3: Directors elected must have a working knowledge of the CCA Bylaws (2021), CCA Board of Director Code of Ethics, CCA Code of Conduct (formerly known as the Code of Ethics), CCA website, CCA Newsletter, Public Outreach, and other CCA documents as needed to participate in discussions and actions of the Board of Directors. I have a working knowledge of the CCA Bylaws (2021), CCA Board of Director Code of Ethics, CCA Code of Conduct (formerly known as the Code of Ethics), CCA website, CCA Newsletter, Public Outreach, and other CCA documents as needed to participate in discussions and actions of the Board of Directors.

Requirement 4: Directors elected must be familiar with the organizational structure of the CCA and its Operations Manual (pending approval).

I am familiar with the organizational structure of the CCA and its Operations Manual (pending approval).

Requirement 5: Directors elected must have a basic understanding of Robert's Rules of Order (12th Edition) and why it is important.

I have a basic understanding of Robert's Rules of Order (12th Edition) and why it is important.

Requirement 6: Directors elected must be willing to commit to attending electronic or telephone meetings as scheduled on a regular basis (typically monthly).

I am willing to commit to attending electronic or telephone meetings as scheduled on a regular basis (typically monthly).

Requirement 7: Directors elected must have internet access to be able to actively participate in the Board Discussion Group, committee meetings, and Board meetings.

I have internet access to be able to actively participate in the Board Discussion Group, committee meetings, and Board meetings.

Requirement 8: Directors elected must have basic computer and word processing skills, including the ability to open and edit word processing documents and spreadsheets.

I have basic computer and word processing skills, including the ability to open and edit word processing documents and spreadsheets.

Requirement 9: Directors elected must agree to follow the District Director Guidelines, CCA Code of Conduct, Board of Director Code of Ethics, CCA Board Confidentiality Agreement, and disclose any conflicts of interest and sign the Pre-election and Annual Conflict of Interest form. Documents may be found at <https://www.colliclubofamerica.org>

I agree to follow the District Director Guidelines, CCA Code of Conduct, Board of Director Code of Ethics, CCA Board Confidentiality Agreement, and disclose any conflicts of interest and sign the Pre-election and Annual Conflict of Interest form.

Describe your qualifications and responsibilities relating to the role of District Director.

Positions in the CCA and approximate years served:

District Director Illinois 2012-2022; Director District 5 (Illinois/Indiana) 2022-present. CCA Breed Mentor 2019-present, Numerous committees since joining in 1977 including most currently CCA Show committee in 2022, 23, and 24, Operations Manual Committee (chair) current, Breeder of the Year revision committee 2014, Election Committee 2021-current, Code of Ethics Revision Board Committee 2023, and revised the CCA Health Statement (2022). Additional: Quarter Century Group 2002-present.

Membership in local specialty clubs and all breed clubs including offices/positions held:

St. Louis Collie Club - joined in 1975 to present. Offices/Positions held: President, Vice President, Treasurer, Board member, Show Chair (12+ years), AKC Delegate 2019-present. I chaired the Bylaws revision committee in 2008-9. This required a good working relationship with the AKC. Additionally I participated in numerous outreach and meet the breed activities, including at the AKC Museum of the Dog when it was located in St. Louis.

Sandemac Kennel Club - joined around 1985 to present and have served in multiple board level offices, show and cluster committees, and many years as Chief Ring Steward.

Collie Health Foundation Testing Coordinator and Board member - Increased my understanding and appreciation of the need for education regarding the health and welfare of the purebred Collie.

Professional/workexperiencethatwouldprovidehelpfulexperience:

Registered Nurse 1973-2022: Mostly in critical care hospital settings. This provided skills in crisis management, time management, education, confidentiality, and communication skills. Millikin University Associate Professor of Nursing with Tenure (retired as an Associate Professor Emeritus) 1980-2016. Achieved National Certification as a Nurse Educator, Honored with the University Teaching Excellence Award in 2007, Regional and National Nursing Conference presenter. Served as parliamentarian for School of Nursing meetings. The professional experience described above provided opportunity to become well versed in parliamentary procedure, organizational structure, committee work, deadline management, public speaking, as well as writing and computer skills.

For your personal biography, in addition to the qualifications you have included above, please answer the following questions about the CCA District Director's role and responsibilities.

What is the District Director's role in relation to the CCA Board and club as a whole? Use the CCA Bylaws (2021), Director Code of Conduct, and Confidentiality Agreement in formulating your answer.

The CCA District Director, in a sense, creates a bridge between the officers and the membership.

A Director has the responsibility of representing the thoughts and concerns of the district membership to the board. While the director shares feedback to the board, he or she also must also act with fiduciary responsibility to the organization as a whole. This can create tension, especially among those who hold strong feelings on an issue being discussed. It is important to provide the information needed to help members understand all sides of an issue, address misconceptions/misinformation, be a consensus builder when able, and to be sure that the positions of ALL members of the district are represented, even when the outcome cannot satisfy everyone. Article IV sections 1 and 5 of the CCA Bylaws clearly describe the role of the Director as representing the district - thus providing input from a specific region - while also representing the best interests of the CCA as a whole - the very essence of fiduciary responsibility. A parallel can be made to the House of Representatives - Members elect a candidate who will best represent them as a whole, not expecting that they will always agree on every issue. Directors must be elected by members of the district, and districts are based on member populations. This helps protect the CCA from one region of the country dominating representation.

The Director Code of Ethics and Confidentiality Agreement assures that members of the Board are free to engage in civil debate and express their own thoughts and their district feedback, but also that they will abide by the decisions of the majority of the Board once a decision is made. Maintaining confidentiality

during debate and after decisions are made in accordance with the Bylaws allows for freedom of discussion as it occurs. Directors share summary information to their district for feedback, but should not share specific board member comments/posts without permission.

Given your understanding of the director role as developed in the previous question, how would you keep your CCA district membership informed of important information and seek member input and what tools would you use to do this?

Good communication is key. Not just receiving information but providing, clarifying, and explaining it when needed. Listening to concerns to be sure members feel heard and representing those views to the board are very important. This is not a one way street. Members also should actively participate in calls for feedback and provide timely responses through direct and appropriate channels. There are plans to create more channels for member input and feedback including a member only section on the CCA Website, a member-only discussion group, and increased access to databases such as membership status etc. I think these enhancements will improve communication channels for and between members.

Luckily with few exceptions, District 5 member wishes have been in line with the best interests of the CCA as a whole. Angst occurs when there is a significant difference of opinion. When consensus cannot be reached, even when the feedback is essentially "tied", it is important to explain the rationales and context to members when positions need explanation.

Specific methods of communication I have instituted:

- Frequent emails asking for feedback on specific and general areas of discussion, especially when the agenda/communique is sent via CCA News.
- Set up a private District only FaceBook page in 2017 where members can share material with other D5 members, express ideas, post events, etc.
- Typically forward Collie Club of America News posts to make sure my members have received it, especially when there is specific feedback needed and/or deadlines are coming up.
- Remind members of dues renewals, election deadlines etc.
- Share local and regional dog related activities with members when requested.
- Answer private emails from each district member in a timely manner.
- Consult with members regarding new CCA applications in the district.
- Directors receive frequent requests for breeder referrals - I do an initial screening and provide the referral with general information and links to resources (CCA Website, CHF Website, Colliesonline). I then serve as a liaison to district members if they have puppies/adults for placement and want the contact information.
- Maintain records of electronic communications made with members.

What is the Director role in relationship to confidentiality? Use the principals outlined in the Board of Directors Confidentiality Statement when formulating your answer.

Confidentiality is incredibly important to the integrity of any Board governance. It allows for free flow of ideas and safety in expressing dissenting ideas, especially in the early stages of discussion. It is also an important part of preserving trust with the membership. The director must act responsibly and professionally when dealing with privileged information, disciplinary matters, member communication, and board discussions. While general topics of discussion may be shared with members for the purpose of feedback - specific conversation, personal comments, and/or identifying information is not shareable. Closed executive sessions are considered confidential and board approval must be given to share outcomes of those meetings. The CCA board, in an attempt to be transparent, provides a recorded transcript of non-closed board meetings to the membership within 12-24 hours after each board meeting, It is the responsibility of the membership to use good judgment in relation to that privilege. Board members should seek and receive permission before sharing specific or attributable information either from the board to members or from private correspondence from a member to the board. In my roles as nurse and professor, confidentiality is seen as an essential professional responsibility to patients and students and one that is critical to the integrity of both positions. I bring that same sense of responsibility to my role as board member.

What is the Director's role and responsibility regarding new membership applications, member reinstatement, and dues renewals?

The District Director needs to work very closely with the CCA membership Chair(s) regarding all aspects of membership. Knowing where the appropriate website locations are for applications, dues renewal payments/information, and reinstatement applications is important for effective communication and instruction needed in these situations.

New Applicants:

The Director is often the first person a prospective member encounters during the application process. It is important to have a good understanding of the application process and requirements and be able to clearly articulate those to the applicant along with being welcoming. Applications should not be signed by the director until the application is complete and signed, including signatures of the sponsors. Any discrepancies should be rectified, as much as possible, before the application is submitted for processing to avoid delays. Membership should be made aware of any applications received as soon as possible. The director should complete her part of the application in a timely fashion. I ask for feedback from members regarding applications received, especially if the sponsors are outside the district. My preference is that at least one sponsor live in District 5 and that the prospective member be a member of a local specialty club.

Dues Renewals:

I work closely with membership during the dues renewal period. I send out reminders prior to deadlines and again contact individual members upon receiving unpaid dues before the deadline. I serve as a liaison between a member and membership if there is a question or discrepancy.

Member Reinstatement: Help members with the reinstatement process when that becomes necessary. This includes notifying lapsed members of the need to reinstate and provide the website information and the fees needed to accomplish it.

Why is having a working knowledge of the CCA Bylaws important to your role?

It is extremely important to understand the responsibility a Board member has to the CCA as a 501(c)(7) foundation. I hear members say "it is just a dog club." That is an overly simplistic view and one that could result in serious repercussions if the legal not-for-profit requirements of New York, our state of incorporation, are not recognized or followed. The Bylaws are the governing rules of the organization and provide the framework needed to conduct business. Following the Bylaws evenly ensures fairness in decision making and protects the CCA - including officers and members - against potential legal challenges. Board members who do not have a working knowledge of the Bylaws are unable to protect the interests of the CCA.

Why is a basic understanding of Robert's Rules of Order (12th Edition) important for a Director?

Robert's Rules of Order go hand-in-hand with parliamentary procedure. It provides a set of rules to help a group hold orderly meetings, develop and follow agendas, control the flow of meetings, provide opportunity for all members to have a voice, and allow for majority rule (as defined in the Bylaws). A working knowledge of both Robert's Rules and parliamentary process are important characteristics of a responsible board member.

Describe your understanding of the fiduciary responsibility a District Director holds as it relates to running the club including implications for costs in decision making, interpreting treasurer reports, national show bids, and any other financial matters of the CCA.

Many mistakenly think that fiduciary responsibility only refers to finances, but it actually refers to the act of being responsible in all actions to the best interests of the whole organization, and not for the benefit of a few. This responsibility includes protecting the organization from unnecessary risk. Board member fiduciary responsibilities include stewardship of the assets and resources of the CCA, reviewing, interpreting, and questioning financial reports as needed, performing due diligence to make informed decisions, and declaring any conflict of interest. Familiarity with New York Not-for-profit 501(c)(7) regulations, AKC rules affecting Parent Clubs and Events, CCA Bylaws, committee processes (such as

Show Rules) are all important tasks of fiduciary responsibility.

What is the significance of the following statement regarding NY Not-for-profit board responsibility (501(c)(7)): Directors must vote and make decisions based on the best interest and benefit of the entire organization and not just a particular group of beneficiaries or other directors.

This is the essence of fiduciary responsibility. A board member's first responsibility is to the organization and not the individual - whether that represents self interest or the interest of district members only. This requires careful balance and is the most difficult role of the District Director, especially if those interests are occasionally in conflict. An example would be approval of a National site. It is important for the site to be chosen, not because it benefits a certain district, but because it creates the best scenario for the club as a whole in terms of finances, entry potential, site criteria, and amenities, etc.

To represent one's district and still have an obligation to the whole, communication is key. This includes making sure members' views are heard and communicated to the board during debate on an issue/motion and conversely, providing district members the information needed to understand the decisions of the board, especially for members whose opinions are in conflict with a board decision. After considering all the opinions and facts - and doing due diligence on an issue - it is ultimately my fiduciary responsibility to vote in the best interests of the CCA as a whole. It would be a dereliction of duty to vote in my own best interests, or to only vote the interests of a small group to the detriment of the whole.


Why do you want to serve, or continue to serve, your District and the Collie Club of America?

The Collie Club of America and what it represents has always been very important to me. I take the responsibility of being a board director very seriously and representing the Illinois and Indiana District 5 members is a privilege. Since becoming a District Director in 2012 I have tried to faithfully represent my district and support the goals and mission of the CCA. Being District 5 Director is a labor of love for me and an awesome responsibility. I do not serve for personal gain, but because of my love of and respect for the Collie. I have the experience and skill sets needed to continue as a productive and responsible board member.

Over the last several months the fact that several in my district have been unhappy over the revised Code of Conduct has been personally distressing to me despite the fact that just as many have expressed support for it. It is so difficult when passions are strong. I want to reassure ALL D5 members that, even when we disagree, I respect you and represent all of you to the best of my ability. I am passionate about this club and the Collie we all love. Thank you for putting your trust in me to serve and I ask for your continued support.

This nomination form must be complete and include a signed Pre-election and Annual Conflict of Interest Statement, Board of Directors Code of Conduct, and Confidentiality Agreement. An electronic Pre-election and Annual Conflict of Interest Statement, Board of Directors Code of Conduct, and Confidentiality Agreement are included at the end of this form for your signature.

Signature



Part 1 of 2

Pre-election and Annual Conflict of Interest Statement

I, the undersigned, am, or may become, a Director of Collie Club of America, Inc. (the "Club") and I hereby certify to the following:

Part 1

- I have received a copy of the Club's Conflict of Interest Policy, which is included in Article XIV of the

Club's Bylaws.

- I have read the Club's Conflict of Interest Policy and I understand it.
- I acknowledge that I receive information which must remain confidential.
- I agree to fully comply with the Club's Conflict of Interest Policy.
- I understand that the Club is a tax-exempt organization and that in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Part 2 of 2: To the best of your knowledge, are you an officer, director, trustee, member, owner, or employee of any entity with which the Club has a relationship?

YES

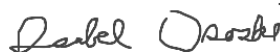
If yes, please identify the entity, your relationship to that entity, and the relationship that entity has to the Club. Please include information for all entities.

AKC Delegate for the St. Louis Collie Club. CCA is a Parent Club of the AKC

Part 2 of 2 continued: Is there any transaction in which the Club is a participant and which you have or may have a conflict of interest?

NO

Signature



Board of Directors Code of Conduct

Members of the Board of Directors for the Collie Club of America (hereafter referred to as "Club" in this document) serve in leadership positions and, therefore, are held to a higher standard of conduct than non-board Club members. By signing this Code of Conduct, each Board member demonstrates his/her commitment to honest and ethical Board service by agreeing to the following provisions.

As a member of the Board of Directors for the Collie Club of America, I will

Adhere to the Club's By-Laws and act within the boundaries of its authority as defined by New York State Non-Profit law.

As a member of the Board of Directors for the Collie Club of America, I will

Strive at all times to discharge my duties and serve the interests of the Club as a whole regardless of my personal interests. This includes being fully versed in the governing documents of the Club and Director Guidelines.

As a member of the Board of Directors for the Collie Club of America, I will

Use due diligence and sound judgment to make the best possible business decisions for the Club taking into consideration all available information, circumstances, and resources.

As a member of the Board of Directors for the Collie Club of America, I will

Immediately disclose to other Board members any conflict of interest as soon as I become aware of the potential conflict.

As a member of the Board of Directors for the Collie Club of America, I will

Treat other Directors and members of the Club with respect at all times and refrain from making personal attacks on, or inflammatory comments about, anyone.

As a member of the Board of Directors for the Collie Club of America, I will

Provide member feedback and participate in discussions on Club motions and actions, but support and abide by all duly adopted Board decisions once made.

As a member of the Board of Directors for the Collie Club of America, I will

Continue to remain a Club member in good standing for the duration of my term.

As a member of the Board of Directors of the Collie Club of America, I will NOT

Reveal any discussion or decisions made during any properly closed Executive session of the Board without prior approval of the Board.

As a member of the Board of Directors of the Collie Club of America, I will NOT

Use my position and/or decision-making authority for personal gain or to seek advantage over another Club member.

As a member of the Board of Directors of the Collie Club of America, I will NOT

Share specific comments or identifying information from the Board discussion group without permission.

As a member of the Board of Directors of the Collie Club of America, I will NOT

Divulge personal information about any Club member that was obtained in the performance of Board duties.

As a member of the Board of Directors of the Collie Club of America, I will NOT

Misrepresent known facts in any issue involving Club business.

As a Board member, I have read the Board of Director Code of Conduct presented above. I agree to abide by the requirements of this policy and to inform the Board President immediately if I believe any violation (unintentional or otherwise) of the policy, has occurred.

I agree

Signature



Board of Directors Confidentiality Agreement

Confidentiality refers to the duty to preserve privileged information and to share entrusted information responsibly. Board of Director members are cautioned to demonstrate professionalism, good judgment, and care at all times in handling any information relating to the Collie Club of America (hereafter referred to as "Club" in this document) to avoid unauthorized or improper disclosures of confidential information. Board members are expected and encouraged to discuss Club business with one another and with members. However, there are limits to what is shared and how it is shared as outlined below. Therefore, the undersigned hereby acknowledges and agrees to the following:

Any document or form created by conducting Club business is considered proprietary and all information contained therein shall be considered confidential and will not be discussed, duplicated, published or released in any format unless said document or form is originally intended to be non-confidential or until instructed to be disclosed or published by a majority vote of the CCA Board of Directors.

I agree

All information discussed or reviewed in a closed Executive Session meeting shall be interpreted as confidential and will not be discussed or released to anyone not in attendance at that meeting without prior Board approval.

I agree

Specific or identifying information shared or discussed on the Board discussion forum will not be shared outside the board without permission. General topics of discussion may be shared with members for feedback.

I agree

Any Club information, personal comments, or any member personal data collected by the Club will be considered confidential information and will not be discussed or released in any manner unless through an approved venue and/or for a clearly delineated specific purpose (such as the website, committee chairs, member and judge bios, election materials, etc.).

I agree

I agree with and shall abide by all provisions of this Confidentiality Agreement. I understand and agree that failure to abide with any and all provisions listed herein may result in immediate loss of access to information and potential disciplinary actions by the Club.

I agree

Signature

Isabel Oishi