

*This revision combines and revised the current documents titled
BHCA Charter – Guide for Field Trial Advisory Council
BHCA Charter – Supplement – Guidelines for Field Trial Advisory Council
Guidelines for BHCA Nations Field Trial Site Selection*

GUIDELINES FOR THE FIELD TRIAL ADVISORY COUNCIL

Purpose: The Field Trial Advisory Committee (FTAC), shall be representative of the local clubs sponsoring field trials and shall set policy and hold the responsibility for the management of the affairs of the Basset field trial sport, within the framework of the By-Laws and policy of the Basset Hound Club of America, Inc. (BHCA). Moreover, it shall provide the Officers and Board of Directors of the Basset Hound Club of America, Inc., (the Board), with advice and recommendations on field trial matters, which will reflect the attitude of BHCA members and members of the local BHCA clubs participating in field trials.

FTAC will:

- A. Promote Basset Hound Field Trials to be held under the rules of The America Kennel Club;
- B. Encourage and promote the breeding of pure-bred Basset Hounds and to do all possible to bring their natural trailing qualities toward perfection.
- C. Do all in its power to protect and advance the interest of Basset Hound Field Trials by encouraging Sportsmanship-like competition.
- D. Encourage the formation of the addition of field trials activities of local Basset Hound Clubs. The Committee shall offer recommendations on matters of common interest and benefits as outline below:
 - 1. Coordinate AKC running rule changes.
 - 2. Assist local clubs in scheduling field trials in order to avoid conflicting dates.
 - 3. Recommend procedures for special or non-regular classes.
 - 4. Give recommendation for general field trial matters.

Organization:

FTAC may have a maximum number of members equal to the number of BHCA member clubs approved for holding licensed field trials.

Each BHCA member club, upon receiving AKC approval for holding licensed field trials, shall be eligible for FTAC representation.

The representative must be a member in good standing of the Basset Hound Club of America, Inc. and the local club to be represented. If club's representative is unable to attend a meeting of FTAC, an alternate club representative may be chosen to attend the meeting. The local club President or Secretary must provide notification to the FTAC Chairman prior to the FTAC meeting of such alternate representation.

FTAC shall have at least one meeting each year. That meeting will be in connection with the BHCA National Field Trial. FTAC will select its chairman, subject to board approval, at this meeting. The Chairman continues to act as the representative of his or her licensed field trial club. Chairperson has the right to vote. In the event of a tie vote, the Chairperson is authorized to break the tie as the agent of BHCA.

Other meetings of FTAC may be held from time to time at the discretion of the FTAC Chairman. Such meetings will be held in conjunction with local or regional field trials.

Function:

FTAC shall furnish recommendations on any matter related to field trials to the Board for approval.

FTAC shall give consideration to any request or suggestion with regard to field trials when properly submitted by any member of BHCA.

FTAC shall be observant and keep itself advised of events and actions of others pertaining to, or having effect upon, field trials and shall consider such matters upon its own initiative, and make appropriate recommendations to the Board.

FTAC will serve as coordinator for the field trial schedule to be submitted to the Board for approval and submission to AKC.

FTAC shall have the responsibility and obligation for the following Member Field Trials:

1. National Field Trial

- A. Assist National Coordinator in selecting qualified members to serve as Field Trial Chairman, Field Trial Secretary and committee members.
- B. Assist with coordination of scheduling of BHCA National Field Trial with the other breed interests and activities.

- C. Assist with trial management.
2. Regional Field Trials
- A. Any group of BHCA members or BHCA member club or clubs may request to hold a BHCA Regional field trial. Request will be submitted to the FTAC Chairperson at least 1 month prior to the proposed date. The following information should be included in the request.
 - 1. Proposed trial dates and location; in order to eliminate schedule conflicts, no Hunting Performance Test or Basset Hound Field Trial within 100 miles on the same day as another Hunting Performance Test or Basset Hound Field Trial will be approved. Exceptions to this rule must have the expressed approval of both the FTAC and HPTC chairs prior to consideration and action by the BHCA Board of Directors.
 - 2. Names of FT Chairman and FT Secretary (BHCA members only)
 - 3. Membership of FT committee (BHCA members only);
 - 4. Classes to be run and projected entry size;
 - 5. An Invitational may be held in addition to the Regional.
 - B. The FT Chairman and FT Secretary are responsible for all arrangements (judges, grounds, marshals, premium list, food, etc.).
 - C. The trial's FT Secretary will complete the application to AKC and forward to BHCA Corresponding Secretary for signature and submission to AKC.
 - D. The BHCA Corresponding Secretary will forward all AKC correspondence regarding the trial to the FTAC Chairman and FT Secretary.
 - E. One or more trials per year will be designated as National Regional field trial(s). This is normally the trial known at the "spring national", which will now be referred to as a Regional. The financial profit or loss is the responsibility of the BHCA.
 - F. For all other Regional Trials the BHCA members of club(s) hosting the trial are responsible for any financial profit or loss.

Business of FTAC:

Any business at an FTAC meeting which in any way affects, alters, changes, or supplements the Basset Hound Field Trial Rules and Standard Procedures (AKC Rule Book, "Guideline of the Field Trial Advisory

Council” after a motion and second has been recorded, shall be tabled after discussion and handled as follows:

1. Motion will be published in the *Tally Ho*.
2. Sixty (60) days after publication in *Tally Ho* a ballot vote shall be called for from each FTAC representative.
3. Thirty-five (35) days from request to vote, the ballots shall be counted, with a simple majority of the ballots returned, approving or disapproving the subject business.

Duties of Chairperson:

1. Provide Leadership
 - A. Delegate or solicit volunteer help to accomplish tasks, as needed.
 - B. Chair FTAC meetings.
 - C. Represent FTAC at BHCA Board and Annual Meetings.
 - D. Oversee the annual Field Trial Schedule and submit timely to BHCA board for approval.
 - E. Assist clubs when a change to a scheduled field trial date becomes necessary.
 - F. Gather and distribute information reflecting attitude of BHCA field trial members.
2. The Chairman of FTAC shall notify the Secretary and current FTAC representative of each eligible member club, on or before June 1st of each year, of the local club’s duty to nominate a representative to FTAC for the ensuing year. The letter should contain the requirement to serve as a representative as set forth in FTAC Guidelines. If a club does not respond, the current representative will be listed for re-appointment.
3. The FTAC Chairman will send to the BHCA Corresponding Secretary in advance of each annual meeting a list of the representatives nominated to serve on FTAC for the ensuing year.
4. Following are the volunteer positions that may be filled by FTAC Chairman. Person does not need to be an FTAC representative:
 - A. Tracking and maintaining BHCA Grand Champion Awards
 - B. Tracking and maintaining data for “Producers Guide” and Awards

- C. Produce and distribute or cause to be published the season's Field Trial Schedule for Basset Hounds
- D. Publicity and Advertising
- E. National Regional Trial steering group (individuals responsible for the field trial, awards and entertainment)
- F. Field Trial Chairman and Secretary for BHCA member trials

Types of Field Trials

1. AKC Member Trials held by Basset Hound Club of America

- A. One (1) trial shall be held as a parent Club National event in conjunction with the Annual Meeting as specified in the BHCA By-laws. All class awards at these events including absolute winner shall be rosettes and trophies. This trial shall hereafter be known as the Basset Hound Club of America Field Trial.
- B. Parent club sponsored field trials (regional trials) will be scheduled at random throughout the year and in the various regions (three per BHCA region) of the United States of America. BHCA members requesting permission to hold a Regional Trial shall request approval from the FTAC Chairman

2. AKC Licensed Trials held by Local Clubs – These trials are scheduled, organized, managed and backed financially by the responsible local club.

- A. In order to eliminate schedule conflicts, no Hunting Performance Test or Basset Hound Field Trial within 100 miles on the same day as another Hunting Performance Test or Basset Hound Field Trial will be approved. Exceptions to this rule must have the expressed approval of both the FTAC and HPTC chairs prior to consideration and action by the BHCA Board of Directors.

3. Invitational Trials – These trials are not AKC events. These trials will be held in conjunction with a Regional Trial as a single combined sex class. Dogs eligible will be those who have a first place win in any class during the year prior to the invitation trial.

FTAC authority shall not supersede the By-laws, the policy, or the authority of the Board of the Basset Hound Club of America.

BHCA NATIONALS FIELD TRIAL SITE SELECTION

Note: Items #1, #2 and #3 are requirements and must be adhered to. Items #4 through #8 are recommendations.

1. Requirements:

- A. Field trial grounds with natural habitat to support game (rabbits or hare). It is further stressed that the subject site be a “natural” habitat for the selected “game”.
- B. Potable water must be conveniently available in the kennel and/or “clubhouse” areas at the field trial grounds.
- C. A separate kennel or exercise area for bitches in season shall be provided per Procedure 2C Field Trial Rules and Standard Procedures for Basset Hound.

2. Recommendations:

- D. Kennels provided. Quantity sufficient to meet needs of anticipated entry. Kenneling is subject to local custom. If kennel not available or limited in availability notice of such will be in the premium list.
- E. Clubhouse or area per local custom, sufficient for drawing of entries and protection from the elements to be open 24 hours.
- F. Restroom facilities open 24 hours. If facility does not have running water, premium will so state.
- G. Breakfast and lunch served convenient to the field trial running grounds; and if charge for meals, premium will so state.
- H. It is highly recommended that the Field Trial site be within a one (1) hour drive of BHCA headquarter hotel.

Note: It is understood and restated that the subject site at the time it is selected must have a history of having ample “game” to hold a BHCA National Field Trial which is to be “braced”, and to include the following classes:

- Open All Age Dogs
- Open All Age Bitches
- Non-regular Derbies (under 2 years of age)
- Non-regular Field Champions
- Non-regular Absolute Winner
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And, to be completed as advertised

Submitted October 1967 by Richard Spurling, FTAC Chairman

Revised by FTAC, FTAC, September 10, 1988

Approved by BHCA Board, April 1989

Revised by Board, March 1996

Revised by FTAC, October 3, 1996, Ken McWilliams, FTAC Chairman

Revised by Board, October 1997

Revised by FTAC, March 2015, Roy Fair, FTAC Chairman

Approved by Board, April 2015

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