



May 1, 2008

COLUMBIA BASIN DOG TRAINING CLUB
CONSTITUTION AND BY-LAWS

CONSTITUTION

ARTICLE I

Name and Objects:

Section 1. The name of the club shall be Columbia Basin Dog Training Club.

Section 2. The objectives of the club shall be:

To promote the humane training and responsible ownership of purebred dogs.

To disseminate knowledge regarding obedience training.

To conduct classes for the training of dogs and their handlers.

To hold and support performance events including, obedience trials, rally obedience trials, tracking tests, agility trials, exhibitions, and matches under the rules and regulations of the American Kennel Club.

To promote cooperation and good sportsmanship among its members in the training and exhibition of dogs.

To promote therapy and service dogs in the local community.

Section 3. The Club shall not be conducted or operated for profit and no part of any profits, remainder, residue from dues or donations to the Club shall inure to the benefit of any member or individual.

Section 4. The members of the Club shall adopt and may from time to time revise such by-laws as may be required to carry out these objects.

BY-LAWS
ARTICLE I

Membership

Section 1. Eligibility. There shall be three (3) types of membership.

A. Individual membership is open to all persons eighteen (18) years of age and older who are in good standing with the American Kennel Club and who subscribe to the purposes of this Club. Regular members will have all the rights and privileges of the Club including the right to vote and hold office.

B. Family membership is open to all persons meeting the requirements for individual (regular) membership as set forth in A above. A family is defined as those immediate family members residing in the same household. A family membership shall be limited to two (2) votes per household.

C. Junior membership is open to all persons between eight (8) and seventeen (17) years of age. Junior member will have all the rights and privileges of a regular membership except that they will not be able to vote or hold office.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders and exhibitors in its immediate area. The immediate area is defined as the Columbia Basin geographical area which is further defined as the Tri-Cities, WA metropolitan area.

Section 2. Dues. Club dues shall be set by the Board and will be defined in the standing rules. These dues are due the first day of January. No member may vote whose dues are not paid for the current year. Dues will not exceed \$30.00 for an individual, \$40.00 for a family or \$20.00 for a junior.

Section 3. Election to Membership. Each applicant for membership shall apply on a form approved by the Board of Directors and which shall provide that the applicant agrees: to abide by the constitution and by-law's, the rules of the American Kennel Club and the standing rules. The application shall state the name, address, phone number and email address (if available) of the applicant and should carry the endorsement of two (2) members in good standing. Accompanying the application, the prospective member shall submit dues for the current year.

All applications are filed with the Secretary. The application will be read at the first meeting of the Club following their receipt. At the next Club meeting the application will be voted upon by secret ballot and affirmation votes of two thirds (2/3) of the members present shall be required to elect the applicant.

Applicants for membership who have been rejected by the Club may not reapply within six months after such rejection.

The applicant may attend the meeting but shall not be present during the voting on his or her membership.

Section 4. Termination of Membership. Membership may be terminated:

A. By Resignation. Any member in good standing may resign from the Club upon written notice to the Secretary; but no member may resign when in debt to the Club. Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation.

B. By Lapsing. A membership will be considered lapsed and automatically terminated if such member's dues remain unpaid thirty (30) days after the first day of the year; however, the Board may grant an additional thirty (30) days of grace to such delinquent member in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of the meeting.

C. By Expulsion. A membership may be terminated by expulsion as provided in Article VI of these by-laws.

ARTICLE II

Meetings and Voting

Section 1. Club Meetings. Meetings of the Club shall be held in the greater Columbia Basin area at such day, hour, and place as may be designated by the Board of Directors. Members will be notified by mail, electronic mail, or as noted in the newsletter, if published, at least ten (10) days prior to the date of the meeting. The quorum for general Club meetings shall be 20% of the members in good standing.

Meetings will be held in the second week of each month. There shall be a minimum of eight (8) meetings held per year.

Section 2. Special Club Meetings. Special Club Meetings may be called by the President or by a majority vote of the members of the Board who are present and voting at any regular or special meeting of the Board, and shall be called by the secretary upon receipt of a petition signed by five (5) members of the Club who are in good standing. Such special meetings shall be held in the greater Columbia Basin geographical area such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed and/or emailed by the Secretary at least five (5) days and not more than fifteen (15) days prior to the date of the meeting, and said notice shall state the purpose of the meeting, and no other Club business may be transacted thereat. The quorum for such a meeting shall be 20% of the members in good standing.

Section 3. Board Meetings. Meetings of the Board shall be held in the greater Columbia Basin geographical area at such day, hour, and place as may be designated by the Board of Directors. Normally the board will meet on the last Monday of each month. The board will meet a minimum of six (6) times per year. Board Members will be notified by mail or electronic mail at least five (5) days prior to the date of the meeting. The quorum for Board Meetings shall be a simple majority of the Board.

Section 4. Special Board Meetings. Special meetings of the Board may be called by the President for important, urgent business or upon receipt of a written request signed by at least three members of the Board. Such special meetings shall be held in the greater Columbia Basin geographical area at such place, date, and hour as may be designated by the person authorized herein to call such a meeting. Written notice of such meeting shall be mailed/emailed by the secretary at least five (5) days and not more than ten (10) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for such a meeting shall be a majority of the Board.

Section 5. Voting. Each individual or family member in good standing whose dues are paid for the current year shall be entitled to one (1) vote at any Club meeting at which he or she is present. Proxy or absentee voting will not be permitted at any Club meeting or election.

ARTICLE III

Directors and Officers

Section 1. Board of Directors. The Board shall be comprised of the President, Vice President, Secretary, Treasurer, Training Director and two (2) Directors at Large. All shall be elected for one (1) year terms except the Treasurer, Training Director and two (2) Directors at Large who shall be elected for two (2) years. The terms of the Directors at Large shall expire on alternating years. Elections are to take place at the Club's annual meeting as provided in Article IV and those elected shall serve until their successors are elected. General management of the Club's affairs and Training Policies shall be entrusted to the Board of Directors.

Section 2. Duties of Officers. The Club's officers, consisting of the President, Vice President, Secretary, and Treasurer shall serve in their respective capacities both with regard to the Club and its meetings and the Board and its meetings.

A. The President shall preside at all meetings of the Club and the Board, and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified in these by-laws.

B. The Vice-President shall have the duties and exercise the powers of the President in case of the President's death, absence or incapacity.

C. The Secretary shall keep a record of all meetings of the Club and of the Board and of all matters of which a record shall be ordered by the Club; have charge of correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, keep a roll of the members of the Club with their addresses, and carry out such other duties as are prescribed in these by-laws.

D. The Treasurer shall collect and receive all monies due or belonging to the Club. Monies shall be deposited in a bank designated by the board, in the name of the Club. The books shall at all times be open to inspection by the Board and a report shall be given at every meeting on the condition of the Club's finances and every item of receipt or payment not before reported at the annual meeting an accounting shall be rendered of all monies received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

E. The office of Secretary and Treasurer may be held by the same person, in which case the board shall be comprised of six persons.

Section 3. Vacancies. Any vacancies occurring on the Board or among the offices during the year shall be filled until the next annual election by a majority vote of the members of the Board at its first regular meeting following the creation of such vacancy or at a special Board meeting called for that purpose except that a vacancy in the President shall be filled automatically by the Vice President and the resulting vacancy in the office of Vice President shall be filled by the Board.

ARTICLE IV

The Club Year, Annual Meeting, Elections

Section 1. Club Year. The Club's fiscal year shall begin on the 1st day of January and end on the 31st day of December.

The Club's official year shall begin immediately after the adjournment of the Annual meeting and shall continue through the next Annual meeting.

Section 2. Annual Meeting. The Annual meeting shall be held in the month of October at which Officers and Directors for the ensuing year shall be elected by secret written ballot from among those nominated in accordance with Section 4 of this Article. They shall take office immediately after adjournment of the meeting and each retiring officer shall turn over to his or her successor in office all properties and records relating to that office within thirty (30) days after the election.

Section 3. Elections. The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected.

Section 4. Nominations. No person may be a candidate in a Club election who has not been nominated. During the month of June, the Board shall select a Nominating Committee consisting of three (3) members and two (2) alternates, not more than one of whom may be a member of the board. The Secretary shall immediately notify the committee and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his or her duty to call a committee meeting, which shall be held on or before July 15th.

A The committee shall nominate one candidate for each office or other position on the Board, and after securing the consent of each person so nominated, shall report their nominations to the Secretary in writing prior to the August Board meeting.

B. Upon receipt of the Nominating Committee's report, the Secretary shall notify each member of the candidates so nominated two (2) weeks before the September meeting.

C. Additional nominations shall be received from the floor during the September meeting. Such nominations shall be proposed and seconded by members in good standing and shall be approved by the nominees either in person or, if not in attendance at the meeting, by written consent. The nominations for offices will be read at the September meeting.

D. No person may be a candidate for more than one (1) position.

E. Nominations cannot be made at the Annual meeting or in any manner other than as provided in this Section.

ARTICLE V

Committees

Section 1. Standing Committees. The Board may each year appoint standing committees to advance the work of the Club in such matters as obedience trials, tracking tests, agility trials, trophies, annual prizes, hospitality, membership and other fields which may well be served by committees. Such committees shall always be subject to the final authority of the Board. Special committees may also be appointed by the Board to aid in particular projects.

Section 2. Termination. Any committee appointment may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; the Board may appoint successors to those persons whose services have been terminated.

ARTICLE VI

Discipline

Section 1. American Kennel Club Suspension. Any member who is suspended from *any or all* privileges of the American Kennel Club automatically shall be suspended from the privileges of this Club for the like period.

Section 2. Charges. Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$25 that shall be forfeited if such charges are not sustained by the Board following a hearing. The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board meeting, and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club. If the Board considers that the charges do not allege conduct that would be prejudicial to the best interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing by the Board not less than three (3) weeks nor more than six (6) weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by registered mail together with a notice of the hearing and an assurance that the defendant may personally appear in his own defense and bring witnesses if desired.

Section 3. Board Hearing. The Board shall have complete authority to decide whether counsel may attend the hearing but both complainant and defendant shall be treated uniformly in that regard. Should the charges be sustained after hearing all evidence and testimony presented by complainant and defendant, the Board may, by majority vote of those present reprimand or suspend the defendant from all privileges of the Club for not more than six months from the date of the hearing. And, if it deems that punishment is insufficient it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not restrict the defendant's right to appear before his fellow members at the ensuing Club meeting that considers the Board's recommendation. Immediately after the Board has reached a decision, its findings shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the Board's decision and penalty, if any.

Section 4. Expulsion. Expulsion of a member from the Club may be accomplished only at a meeting of the Club following a Board hearing and upon the Board's recommendation as provided in Section 3 of this Article. Such proceedings may occur at a

regular or special meeting of the Club to be held within sixty (60) days but not earlier than thirty (30) days after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing in his own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendation and shall invite the defendant if present to speak in his own behalf if desired. The meeting shall then vote by secret written ballot on the proposed expulsion. A two-thirds (2/3) vote at the meeting shall be necessary for expulsion. If expulsion is not so voted, the Board's suspension shall stand.

ARTICLE VII

Amendments

Section 1. Amendments. Amendments to the constitution and by-laws may be proposed by the Board or by written petition addressed to the Secretary signed by twenty percent (20%) of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board and must be submitted for a vote within three (3) months of the date when the petition was received by the Secretary.

Section 2. The Constitution and By-Laws may be amended by two-thirds (2/3) *secret* vote of the members present and voting at a regular or special meeting called for the purpose, provided the proposed amendments have been included in the notice of the meeting and mailed to each member at least two (2) weeks prior to the date of the meeting.

ARTICLE VIII

Dissolution

Section 1. Dissolution. The Club may be dissolved at any time by the written consent of not less than two-thirds (2/3) of the members *in good standing*. In the event of the dissolution of the Club, other than for the purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club, proceeds thereof, nor assets, shall be distributed to any members of the Club. After payment of the debts of the Club, its property assets shall be given to a charitable organization for the benefit of dogs selected by the Board.

ARTICLE IX

Order of Business

Section 1. At meetings of the Club, the order of business, so far as the character and nature of the meeting may permit shall be as follows:

Roll Call
Minutes of the last meeting
Report of the President
Report of the Secretary
Report of the Treasurer
Report of Committees
Election of Officers and Board (at Annual meeting)
Election of new members
Unfinished business
New business
Adjournment

Section 2. At meetings of the Board, the order of business, unless otherwise directed by majority vote of those present shall be as follows.

Reading of minutes of the last meeting
Report of the President
Report of Secretary
Report of Treasurer
Reports of Committees
Unfinished business
New business
Adjournment

ARTICLE X

Parliamentary Authority

Section 1. The rules contained in the current edition of Alice Sturgis's "Standard Code of Parliamentary Procedure" shall govern the club in all cases to which they are applicable and are not inconsistent with these bylaws and any other special rules of order the Club may adopt.

Voted by secret ballot on May 12, 2008 at the general meeting.

Number of members in good standing in attendance: 16

Number of members in good standing who voted for: 16

Number of members in good standing who voted against: 0

This constitutes a quorum and vote was greater than 2/3 of the members present.

Kathleen Woodbury, Vice President CBDTC _____