

**CHINTIMINI KENNEL CLUB, INC.**

Constitution

and

By-Laws

Adopted 20 March 1979

Amendments made on 6/20/00

Amendments made on December 20, 2003

Revised April 18 2006

Revised March 21, 2018

Amendments reported to AKC, August 14, 2018

Revised January 20, 2019

Amendments reported to AKC, ~~XXXXX~~

According to AKC

# **CONSTITUTION**

## **ARTICLE I - NAME AND OBJECTS**

Section 1. The name of the Club shall be Chintimini Kennel Club, Inc.

Section 2. The objects of the Club shall be:

- a. to further the advancement of all breeds of AKC recognized dogs;
- b. to encourage sportsmanlike competition at dog shows, lure-coursing events, rally trials and obedience trials;
- c. to conduct dog shows, sanctioned matches and any other event for which the club is eligible under the rules and regulations of the American Kennel Club;
- d. to make specific bequests to such charitable or civic organizations as shall be approved by a majority vote of those in attendance and voting at a Club meeting;
- e. to devote all profits accruing to the Club to the above purposes.

Section 3. The Club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Club shall inure to the benefit of any member or individual. Under no circumstances will a salary, fee, or commission be paid to any member in excess of normal charges for services or equipment.

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 objectives.

## **BY-LAWS**

## ARTICLE I - MEMBERSHIP

Section 1. Eligibility. There shall be five (5) types of membership available:

A. Individual - Any person eighteen years of age or older who is in Good standing with the American Kennel Club and who subscribes to the purpose of the club. An individual member is expected to regularly attend meetings of the Club. An individual member enjoys all club privileges including the right to vote and hold office

B. Household - Same as individual membership except limited to any two adults members residing in the same household, each having voting privileges.

C. Associate - Any person 18 years or older who subscribes to the purpose of the club, but is unable to attend regular club meetings. An associate member is entitled to all club privileges except voting or office holding. An associate member can convert to a regular membership upon request to the club board

D. Junior - Any person age 10 -17 years of age who subscribes to the Purpose of the Club. A junior member is entitled to all club privileges except voting or office holding.

E. Life - For those individuals who have been members for a long period of time (usually 20+ years); Life members pay no dues but are eligible to vote and hold office. An associate life member can convert to a voting membership upon request to the club Board.

While memberships are to be unrestricted as to residence the Club's primary purpose is to be representative of the breeders and exhibitors in its immediate area.

Section 2. Dues. Dues shall be the amount as set by the board of directors. Dues shall be paid annually on or before the first day of January of each year. Fees will be reviewed annually and any changes will be voted on at the Club's annual meeting. No member may vote whose dues are not paid for the current year. During the month of November the Corresponding Secretary shall send to each member a statement of his dues for the coming year.

Section 3. Election to Membership. Each prospective member must attend at least one meeting or volunteer at a CKC sanctioned event before submitting an application for membership.

Each applicant for membership shall apply on a form by the Board of Directors and which shall provide that the applicant agrees to abide by these Constitution and By-Laws and the rules of the American Kennel Club. The application shall state the name and address of the applicant, breed of interest, showing experience, previous club memberships, and such additional information as may be required. It shall also carry the endorsement of two members who are in good standing.

Accompanying the application the prospective member shall submit dues payment for the current year. All applications are to be filed with the Corresponding Secretary and each application is to be read at the first meeting following its receipt at which time the application will be voted on by secret ballot and an affirmative vote of three quarters of the members at that meeting shall be required to elect the applicant.

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

Section 4. Termination of Memberships. Memberships may be terminated: (a) by resignation. Any member in good standing may resign from the Club upon written notice to the Corresponding Secretary, but no member may resign when in debt to the Club. (b) by lapsing. A membership will be considered lapsed and automatically terminated if such member's dues remain unpaid after March 1<sup>st</sup>; however, the Board may grant an additional 90 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the day of that meeting. (c ) by expulsion. A membership may be terminated by expulsion as provided in Article VI of those Constitution and By-Laws.

## ARTICLE II MEETINGS AND VOTING

Section 1. Club Meetings. Meeting shall be held in the greater Corvallis (Mid-Willamette Valley/Central Coast) area on the third Tuesday of each month, at such hour and place as may be designated by the Board of Directors.

Notice of each such meeting shall be sent by the Corresponding Secretary at least 10 days prior to the date of the meeting. Such notice may be given by email or by first class mail to club members. Members must provide written consent and a valid email address to receive notices by email. The quorum for such meetings shall be 20% of the total voting members in good standing.

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, and shall be called by the Corresponding Secretary upon receipt of a petition signed by five members of the Club who are in good standing. Such special meetings shall be held in the greater Corvallis (Mid-Willamette Valley/Central Coast) area at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. Notice of such meeting shall be made by the Corresponding Secretary at least 5 days and not more than 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. Such notice may be given by email if consent is provided, or by first class mail to club members. The quorum for such a meeting shall be 20% of the total voting members in good standing.

Section 3. Board Meetings. Meetings of the Board of Directors shall be scheduled at least six times each year in the greater Corvallis (Mid-Willamette Valley/Central Coast) area at such time and place as may be designated by the President. Written notice of the meeting shall be made by the Corresponding Secretary at least 5 days prior to the date of the meeting. Such notice may be given by email if consent is provided, or by first class mail. The quorum for such a meeting shall be a majority of the Board.

Section 4. Special Board Meetings. Special meetings of the Board may be called by the President, and shall be called by the Corresponding Secretary upon receipt of a written request signed by at least 3 members of the Board. Such special meetings shall be held in the greater Corvallis (Mid-Willamette Valley/Central Coast) area at such place, date, and hour as may be designated by the person herein authorized to call such meeting. Written notice of such meeting shall be made by the Corresponding Secretary at least 5 days and not more than 10 days prior to the date of the meeting. Such notice may be given by email if consent is provided, or by first class mail to Board members. 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 member in good standing whose dues are paid for the current year shall be entitled to one vote at any meeting of the Club at which he is present. Proxy 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, Recording Secretary, Corresponding Secretary, Treasurer, Assistant Treasurer, and three other persons. The President, Vice-President, Recording and Corresponding Secretaries, Treasurer and Assistant Treasurer, and three Board members shall be elected for one year terms at the Club's annual meeting as provided in Article IV and serve until their successors are elected. General management of the Club's affairs shall be entrusted to the Board of Directors.

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

- a) The President shall preside at all meetings of the Club and of 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 powers and exercise the duties of the President in case of the President's death, absence or incapacity.
- c) The Recording 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. The Recording Secretary shall be responsible for notifying Board members of the meetings.
- d) The Corresponding Secretary shall be in charge of the correspondence, notify members of meetings, notify new members of their election to membership, officers and directors of their election to office, keep a roll of the members of the Club with their addresses which shall be sent to any member in good standing upon written request, no more than once every club year, and carry out such other duties as are prescribed in these by-laws.
- e) The Treasurer shall collect and receive all monies due or belonging to the Club and receipt therefor. The Treasurer shall deposit the same in a bank designated by the Board in the name of the Club. The Club books shall at all times be open to inspection of the Board and he shall report at every meeting the condition of the Club's finances and every item or receipt or payment not before reported, and at the annual meeting he shall render an account of all monies received and expended during the previous fiscal year. An annual audit of the books is required within 30 days after the annual meeting. The position of Treasurer shall be bonded in such amount as the Board of Directors shall determine.
- f) The Assistant Treasurer shall take on some of the duties outlined above (e) as delegated by the Treasurer.
- g) The offices of the Treasurer and Assistant Treasurer can be held by the same person in which case the Board will be composed of the President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, and three other persons.
- h) The AKC Delegate will be elected by the membership and serve at the discretion of the membership. The AKC Delegate will attend a minimum of 50% of the meetings and represent the will of the club.
- i) Section 3. Vacancies. Any vacancies occurring on the Board or among the officers during the year shall be filled until the next annual election by a majority vote of all the then 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 office of 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 CLUB YEAR, ANNUAL MEETING, ELECTIONS

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

The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue through the election at the next annual meeting.

Section 2. Annual Meeting. The annual meeting shall be held in the month of September, 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 upon the conclusion of the election and each retiring officer shall turn over to this successor in office all properties and records relating to that office within 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 three nominated candidates for 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 May, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom shall be a member of the Board. The Corresponding Secretary shall immediately notify the Committeemen and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his duty to call a Committee meeting which shall be held on or before 1 July.

- a) The committee shall nominate one candidate for each office and three candidates for the other positions on the Board, and after securing the consent of each person so nominated, shall immediately report their nominations to the Corresponding Secretary in writing.
- b) Upon receipt of the Nominating Committee's report, the Corresponding Secretary shall, before 30 July, notify each club member in writing of the candidates so nominated.
- c) Additional nominations may be made at the August meeting by any member in attendance provide that the person so nominated accepts when his name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his proposer shall present to the Corresponding Secretary a written statement from the proposed candidate, signifying his willingness to be a candidate.

No person may be a candidate for more than one position, and the additional nominations which are provided for herein may be made only from among those members who have not accepted a nomination of the Nominating Committee.

- d) Nominations cannot be made at the annual meeting or in any manner other than as provided in this section.

## ARTICLE V COMMITTEES

Section 1. The Board may each appoint standing committees to advance the work of the Club in such matters as shows, obedience trials, auditing, training classes, 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 it on particular projects.

Section 2. Any committee appointment may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; and 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 of the privileges of the American Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

Section 2. Charges. Any member may prefer charges against a member of alleged misconduct prejudicial to the best interests of the Club. Written charges with specifications must be filed in duplicate with the Corresponding Secretary together with a deposit of \$10 which shall be forfeited if such charges are not sustained by the Board following a hearing. The Corresponding 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 entertains jurisdiction of the charges it shall fix a date of a hearing by the Board not less than 3 weeks nor more than 6 weeks thereafter. The Corresponding 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 he or she wishes.

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 the evidence and testimony presented by complainant and defendant, the Board may by a majority vote of those present suspend or reprimand 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 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 or her fellow members at the ensuing Club meeting which 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 Recording Secretary. The Corresponding 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 60 days but not earlier than 30 days after the date of the Board's recommendation. The defendant shall have the privilege of appearing in his or her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his or her own behalf if he or she wishes. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting 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 to the constitution and by-laws may be proposed by the Board of Directors or by written petition addressed to the Recording Secretary signed by twenty percent of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to the members with recommendations of the Board by the Recording Secretary for a vote within three months of the date when the petition was received by the Recording Secretary.

Section 2. The constitution and bylaws may be amended by a 2/3 secret vote of the members present and voting at any 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 weeks prior to the date of the meeting. If a proposed amendment changes privileges and rights of any voting type of membership, then 2/3 of that membership type must approve the changes.

Section 3. All amendments to the By-laws and Constitution shall require approval of the AKC Board of Directors.

## ARTICLE VIII DISSOLUTION

Section 1. Dissolution. The Club may be dissolved at any time by the written consent of not less than 2/3 of the members in good standing with AKC. In the event of the dissolution of the Club, other than for purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club nor any proceeds thereof nor any assets of the Club shall be distributed to any members of the Club but after payment of the debts of the Club, its property and assets shall be given to charitable organizations for the benefit of dogs selected by the Board of Directors.

## 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 last meeting
- Report of the Board
- Report of President
- Report of Recording Secretary
- Report of the Corresponding Secretary
- Report of Treasurer
- Report of Committees
- Nominations
- Elections of Officers and Board (Annual Meeting)
- Election of new members
- Unfinished business
- New business
- For the good of the Club
- 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 last meeting
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Unfinished business
- New business
- Adjournment

## ARTICLE X – PARLIAMENTARY AUTHORITY

SECTION 1. The rules contained in the current edition of “Robert’s Rules of order, Newly Revised,” shall govern the club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any other special rules of order the club may adopt.