

# **Constitution and Bylaws of the American Rottweiler Club**

## **Constitution**

### **ARTICLE I. Names and Objects**

**SECTION 1.** The name of the club shall be American Rottweiler Club.

**SECTION 2.** The objects of the club shall be:

- (a) to encourage and promote the quality breeding of purebred Rottweilers and to do all possible to bring their natural qualities to perfection;
- (b) to encourage the organization of independent local Rottweiler Specialty Clubs in those locations where there are sufficient fanciers of the breed to meet the requirements of the American Kennel Club;
- (c) to urge members and breeders to accept the Standard of the Breed as approved by the American Kennel Club as the only standard of excellence by which Rottweilers shall be judged;
- (d) to do all in its power to protect and advance the interests of the breed and to encourage sportsman-like competition at all dog events;
- (e) to conduct sanctioned matches and licensed events for which the club is eligible under the Rules and Regulations of the American Kennel Club;
- (f) to support and encourage efforts to improve public perception of the breed through proper training and socialization, and participation in programs such as therapy dog work, school education, and other activities that demonstrate positive Rottweiler traits, as well as through publicizing good deeds performed by Rottweilers;
- (g) to protect the right to own the Rottweiler breed by working vigilantly to fight Breed Specific Legislation and to promote laws that are non-breed specific;
- (h) to come to the aid of Rottweilers in the event of a major disaster.

**SECTION 3.** The club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues and 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 Bylaws as may be required to carry out these objects.

## **Bylaws**

### **ARTICLE I. Membership.**

**SECTION 1. Eligibility.** There shall be 5 types of membership.

- (a) Individual membership open to all persons 18 years or older residing within the United States or Puerto Rico, who at the time of joining own a Rottweiler, are in good standing with the American Kennel Club, and who subscribe to the purposes of this club, being entitled to 1 vote.
- (b) Family membership consisting of more than 1 member of a given family residing in the same household within the United States or Puerto Rico, 18 years or older, who at the time of joining own a Rottweiler, are in good standing with the American Kennel Club, and who subscribe to the purposes of this club, each being entitled to 1 vote. Each family membership will receive only 1 Newsletter.
- (c) Senior membership is open to all persons 70 years or older, have been a member of the American Rottweiler Club for a minimum of 10 continuous years, are in good standing with the American Kennel Club, and who subscribe to the purposes of this club, being entitled to 1 vote. Members may change their status to Senior Membership after their 70th birthday, by mailing a copy of a birth certificate or driver's license to the Membership Renewal Chairman.
- (d) Associate Membership is open to all persons, who other than owning a Rottweiler or residing outside of the United States or Puerto Rico, meet the requirements for single membership. Associate members are not entitled to vote nor hold office. Associate members may change their status to individual membership when they become owners of a Rottweiler and proof of ownership is supplied to the New Membership Chairperson, or if they move to the

United States or Puerto Rico and proof of new residency is provided. (Members as of February 25, 2008 residing outside of the United States or Puerto Rico will retain their full membership and voting rights.)

- (e) Honorary Membership. Conferred by majority vote of the Board upon those who have rendered notable service to the American Rottweiler Club. An honorary member shall be entitled to all of the privileges of membership except those of voting, and of holding office. If an honorary member chooses to pay dues, they may also maintain regular individual membership, as well.

**SECTION 2. Dues.** Dues are payable on or before the 1st day of July of each year. Membership dues shall be determined by the Board of Directors with the approval of the membership; such approval to be in the form of a majority vote of the members attending a regular or special Club meeting or participating in a mail ballot. Senior membership dues shall be 50% of the single/family dues. The dues paid by first time applicants voted into membership between February 1 and June 30 of each year shall cover the remaining portion of the current fiscal year, and shall carry over to cover the new member's dues for the next following fiscal year. During the month of May, the Membership Renewal Chairman shall send to each member a statement of his dues for the ensuing year.

**SECTION 3. Election to Membership.** Each applicant for membership shall apply on a form as approved by the Board of Directors and which shall provide that the applicant agrees to abide by these Constitution and Bylaws, the rules of the American Kennel Club, and document that the applicant has read and signed in agreement with the ARC Mandatory Practices. The application shall state the name, address, and occupation of the applicant. Accompanying the application, the prospective member shall submit dues payment for the current year.

The names, addresses of applicants shall be printed in each issue of the club's Newsletter, *ARK*, or via a mailing to the entire membership. At the same time as the names are submitted to the editor of the *ARK*, copies of the applications will be sent to all members of the Board. If no objections are received by the New Membership Chairman within 45 days after mailing date, the New Membership shall become effective immediately (or automatically). If an objection is received, the application must be voted on by the Board within 30 days of receipt of objection by the New Membership Chairman and the applicant notified of the result.

Applicants may be voted upon by secret ballot at any meeting of the Board of Directors or by written secret ballot of the Board by mail. A 2/3 vote of the Board present at a meeting or 2/3 vote of the entire Board when voting by mail shall be required for election of the applicant. An application which has received a negative vote by the Board may be presented by any member in good standing at the next annual meeting of the club and the club may elect such applicant by favorable vote of 75% of the members present.

**SECTION 4. Mandatory Practices.** The American Rottweiler Club Mandatory Practices are established in accordance with the objectives of the club. Adherence to these Mandatory Practices is required of all members. A copy of the American Rottweiler Club Mandatory Practices will be provided to all members.

**SECTION 5. Termination of Membership.** Memberships 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. Dues obligations are considered a debt to the club and they become incurred on the 1st day of each fiscal year.
- (b) by lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 90 days after the 1st day of the fiscal year. The Board of Directors has the right to review, on an individual basis, cases of late renewals received by December 31st, after which time a member would be required to reapply. In no case may a person whose membership has lapsed, be entitled to vote.
- (c) by expulsion. A membership may be terminated by expulsion as provided in ARTICLE VI of these Bylaws.

## **ARTICLE II. Meetings.**

**SECTION 1. Annual Meeting.** The annual meeting of the club shall be held in conjunction with the club's specialty show in the month of April, May, or June; at a place, date and hour designated by the Board of Directors. Written notice of the annual meeting shall be mailed by the Secretary to each member at least 30 days prior to the date of the

meeting. The quorum for the annual meeting shall be 10% of the members in good standing and shall include at least 1 member of the Board. In the absence of a quorum, the members present may adopt recommendations to be presented to the membership for decision by written ballot cast by mail.

**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 at a meeting of the Board or who vote by mail, and shall be called by the Secretary upon receipt of a petition signed by 10% of the members of the club who are in good standing. Such meeting shall be held at such place, date, and hour as may be designated by the Board of Directors. Written notice of such meeting shall be mailed by the Secretary at least 14 days and not more than 30 days prior to the meeting. The notice of the meeting shall state the purpose of the meeting and no other club business may be transacted. The quorum for such a meeting shall be 10% of the members in good standing and shall include at least 1 member of the Board

**SECTION 3. Board Meetings.** The 1st meeting of the Board shall be held no later than July 15th of each year. Other meetings of the Board of Directors shall be held at such time and places as are designated by the President or by a majority vote of the entire Board. Notice of each meeting shall be made by the Secretary via mail or e-mail at least 7 days prior to the date of the meeting. The quorum for a Board meeting shall be a majority of the Board.

**SECTION 4.** The Board of Directors may also conduct its business by mail through the Secretary or by conference telephone call or via e-mail to be followed up in writing to each Board member within 7 days. For motions to be proposed and voted on by e-mail, the following AKC procedure must be followed:

- (a) Every Board member must be provided with the means to participate.
- (b) A procedure must be in place to verify the identity of the individuals participating to ensure that they are the eligible Board members.
- (c) A mechanism must be in place to verify that the eligible Board members are “listening”.
- (d) All members of the Board must agree to participate in this manner.

### **ARTICLE III. Directors, Officers and AKC Delegate.**

**SECTION 1. Board of Directors.** The Board shall be comprised of the President, Vice-President, Secretary, Treasurer, and 5 other persons to serve as Directors, all of whom shall be members in good standing who are residents of the United States. The Officers and Directors shall be elected on June 1st as provided in Article IV, and their term of office shall begin at the start of the Official and Fiscal Year (July 1st) immediately following the election. They shall hold office for a term of 2 years or until their successors have been elected. The President, the Vice-President and 3 Directors shall be elected in even numbered years and the Secretary, the Treasurer, and 2 Directors shall be elected in odd numbered years. No Officer or Director shall serve more than 6 consecutive years without an intervening time of at least 2 years. More than half a term is considered a full term. 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, 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 of the Board and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified by these Bylaws.
- (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 and shall perform such duties as requested by the President or the Board of Directors.
- (c) The Secretary shall keep a record of all votes taken by mail, and of all matters of which a record shall be ordered by the club. He shall have charge of the correspondence, notify members of meetings, notify Officers and Directors of their election to office, and carry out such other duties as prescribed in these Bylaws or as requested by the Board of Directors.
- (d) The Treasurer shall collect and receive all monies belonging to club. His books shall at all times be open to inspection of the Board and he shall report to them at every meeting the condition of the club’s finances and every item of 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. The Treasurer shall prepare an annual budget for each

upcoming fiscal year for approval by the Board of Directors.

The Treasurer's books shall be reviewed annually after the close of the fiscal year by a Certified Public Accountant and a report provided to the Board of Directors. The Board of Directors may also call for a complete audit of the Treasurer's books at any time they deem it necessary.

The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

**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 the remaining members of the Board; 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.

**SECTION 4. Removal.** If a member of the Board of Directors ceases to be a member in good standing of the American Rottweiler Club and/or the American Kennel Club, he shall automatically be removed from the Board. However, once the Board member returns to good standing, the Board Member will reassume his position on the Board. The member will also be automatically removed if the member moves outside of the United States.

The Secretary shall keep a voting record of each Board Member. Any Board Member who fails to vote on at least 75% of all Board issues submitted within a 6 month period, shall be automatically removed from the Board.

The Secretary shall also keep a record of all meetings attended by each Board Member. Any Board Member who is absent for 2 meetings within a 12 month period, unless excused by a majority of the Board, shall be automatically removed from office.

A Board Member may also be removed from office for dereliction of duty or gross negligence. The Member whose removal has been proposed shall be informed of the reasons for this action by registered mail with a return receipt requested not less than 15 calendar days prior to the vote for removal. Said Board Member shall be provided the opportunity to respond to the Board on the charges either in writing or in person prior to the vote. The accused Board Member is not entitled to vote. Removal from the office requires the affirmative vote of 7 of the remaining members of the Board.

**SECTION 5. Past President.** The Past President (immediate) shall be invited to sit on the Board for 1 additional year after his predecessor has been elected, in order to give counsel and serve as a "historian" for past Board business. The Past President shall attend Board meetings, at the discretion of the Board, and participate in discussions; however, he shall not be allowed to make motions, nor vote and shall not be counted to determine if a quorum is present at a meeting of the Board. The Past President may decline to serve in this capacity.

**SECTION 6. American Kennel Club Delegate.** The AKC Delegate shall be the liaison between the club and the AKC. The Delegate shall attend the quarterly and any special meetings of the AKC Delegates and shall represent the club in such votes as may come before that group. The Delegate is expected to be informed on all issues facing the AKC Delegates and is also expected to become involved in committees, etc., in order to advance the presence and goals of the American Rottweiler Club. The Delegate shall report to the Board on actions and matters discussed at the AKC meetings and will cast his vote as directed by the ARC Board. The Delegate is not a member of the Board and shall hold no other position as an Officer or Director of the Club.

The American Rottweiler Club will pay all reasonable and necessary expenses for the delegate to attend meetings of the AKC, subject to approval by the Board.

The Board of Directors will appoint the AKC Delegate. The name selected will be published in the club's Newsletter, *ARK*, for comment. Forty-Five (45) days after mailing date, and after considering any membership comments, the Board will ratify the appointment. The AKC Delegate shall serve a 3 year term and shall remain in that position until a successor has been approved by the AKC. There is no limit to the number of terms the Delegate may serve.

If the AKC Delegate ceases to be a member in good standing of the American Rottweiler Club and/or the American

Kennel Club, he shall automatically be removed as Delegate. The AKC Delegate may also be removed for failure to attend the quarterly meetings of the AKC Delegates, unless excused by a majority of the Board. Removal of the Delegate for failure to attend the meetings requires a vote of 2/3 of the entire Board.

In the event of an emergency, such as ill health, or removal as Delegate, the Board retains final authority over replacement of the Delegate.

#### **ARTICLE IV. The Club Year, Voting, Nominations, Elections.**

**SECTION 1. Club Year.** The club's fiscal and official year shall begin on the 1st day of July and end on the 30th day of June. The elected Officers and Directors shall take office on the 1st day of the fiscal year and each retiring Officer shall turn over to his successor in office all properties and records relating to that office no later than 1st day of August.

**SECTION 2. Voting.** At the annual meeting or at a special meeting of the club, voting shall be limited to those members in good standing who are present at the meeting, except for the annual election of officers and directors, amendments to the Constitution and Bylaws, the Standard for the Breed, and the Mandatory Practices, which shall be decided by written ballot cast by mail. Voting by proxy shall not be permitted. The Board of Directors may decide to submit other specific questions for decision of the members by written ballot cast by mail.

**SECTION 3. Member Motions.** During the year, a member may propose, through the ARC Secretary, a motion to be considered and voted on by the Board provided the motion does not conflict with the Board's general management powers or any authority granted to the Board by statute or by the Bylaws. The Board must vote on this motion no later than 30 days after receipt of the motion by the Secretary.

If the Board fails to pass the motion, the member may propose this same motion be voted on by the membership. In order to do so, the exact same motion must be submitted in the form of a petition and be signed by a minimum of 20% of active members in good standing. Motions proposed by such petition must be submitted to the members, with recommendations of the Board, for a vote within 45 days of the date when the petition was received by the Secretary. A copy of the motion shall be mailed to each member in good standing on the date of mailing, accompanied by a ballot on which he may indicate his choice for or against the action to be taken. The notice shall specify a date not less than 30 days after the date of mailing by which date the ballots must be returned to the Secretary to be counted. The majority of the members in good standing who return valid ballots within the time limit shall be required to approve any such motion.

Any amendments to the Constitution and Bylaws, the Standard for the Breed and the ARC Mandatory Practices may only be proposed as outlined in ARTICLE VII. of these Bylaws.

**SECTION 4. Annual Election.** The election of Officers and Directors shall be conducted by mail ballot. Ballots shall be sent to a bonded, Certified Public Accounting firm or professional Parliamentarian as designated by the Board of Directors. The election will end with the last mail received by the designated firm or Parliamentarian on June 1st. The certified results shall be received by the Secretary within 4 days. The Secretary shall immediately send the results to the current Board, all candidates, and to the *ARK* Editor and ARC Webmaster for publication. The candidates receiving the largest number of votes for each position shall be declared elected. If any nominee, at the time of the meeting, is unable to serve for any reason, such nominee shall not be elected and the vacancy so created shall be filled by the new Board of Directors in the manner provided by Article III, Section 3.

**SECTION 5. Nominations and Ballots.** No person may be a candidate in a club election who has not been nominated in accordance with these Bylaws. The Board of Directors shall choose a nominating committee at least 6 months prior to the date of the election. The committee shall consist of 3 members from different regions of the U.S. and 2 alternates, all members in good standing, no more than 1 of whom shall be an outgoing member of the current Board of Directors. Members remaining on the Board shall not be allowed to serve on the Nominating Committee. The Board shall name a chairman for the committee. The nominating committee may conduct its business by mail or telephone conference call or e-mail.

- (a) The nominating committee shall nominate from among the eligible members of the club, 1 candidate for each office and for each other position on the Board of Directors and shall procure the acceptance of each nominee so chosen. Members are eligible to become an Officer upon at least 5 years of continuous membership and a Director upon at least 3 years of continuous membership. All candidates must be residents of the United States. The committee should consider geographical representation of the membership on the Board to the extent that it is practicable. The committee shall then submit its slate of candidates to the Secretary who shall mail the list, including the full name of each candidate, and the name of the state in which he resides, to each member of the club no later than March 1st, so that additional nominations may be made by the members if they so desire.
- (b) Additional nominations of eligible members may be made by written petition and addressed to the Secretary and received at his regular address no later than April 1st, signed by 5 members and accompanied by the written acceptance of each such additional nominee signifying his willingness to be a candidate. No person shall be a candidate for more than 1 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.
- (c) If no valid additional nominations are received by the Secretary by April 1st, the nominating committee's slate shall be declared elected on June 1st, and no balloting will be required.
- (d) If one or more valid additional nominations are received by the Secretary by April 1st, he shall, no later than April 15th, mail to each member in good standing a ballot listing all of the nominations for each position in alphabetical order with the names of the states in which they reside, nominees' resume forms, together with a blank envelope and a return envelope addressed to the Board designated recipient, marked "Ballot", and bearing the name of the member to whom it was sent. So that the ballots may remain secret, each voter, after marking his ballot, shall seal it in the blank envelope, which in turn shall be placed in the envelope, addressed to the Certified Public Accounting firm or Parliamentarian. The Certified Public Accounting firm or Parliamentarian shall check the returns against the list of members whose dues are paid for the current year prior to opening the outer envelopes and removing the blank envelopes, and shall certify the eligibility of the voters as well as the results of the voting which shall be announced in the *ARK* and on the ARC website.
- (e) In the event that any of the above required time specifications occur on a weekend or a legal holiday, such requirements shall be deemed in compliance if it occurs on or before the next date that is not a weekend or legal holiday.
- (f) Nominations cannot be made in any manner other than those provided in Article IV, Section 5a and Section 5b.

## **ARTICLE V. Committees.**

**SECTION 1.** Subject to the approval of the Board, the President may appoint standing committees to advance the work of the club in any area which may well be served by committee. Such committees shall act in an advisory capacity to the Board and shall always be subject to the final authority of the Board. Special committees may also be appointed by the Board to aid 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 President, with the approval of the Board, may appoint successors to those persons whose service has been terminated.

## **ARTICLE VI. Discipline.**

**SECTION 1. American Kennel Club Suspension.** Any member who is suspended from 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 for alleged misconduct prejudicial to the best interests of the club or the breed, or a violation of the ARC Mandatory Practices. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$50 which shall be forfeited if such charges are not sustained by the Board following a hearing. If the Board refuses to entertain jurisdiction or if the charges are sustained by the findings of the Board, the deposit will be returned to the member who made said deposit.

The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board meeting. Any Board member who is any way involved on either side of the charge or is unable to make an impersonal evaluation, should inform the Secretary immediately and must recuse himself from all deliberations and voting in regard to this particular disciplinary proceeding.

The Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct which would be prejudicial to the best interests of the club or of the breed, or is a violation of the ARC Mandatory Practices. The Board must decide whether or not to entertain jurisdiction within 30 days of the receipt of the charges. One (1) or more members of the Board may be appointed to obtain additional information regarding the charge before the Board makes it's decision. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the club or of the breed, or is not a violation of the ARC Mandatory Practices, it may refuse to entertain jurisdiction.

If the Board decides to entertain jurisdiction of the charges, it shall fix a date of a hearing , not less than 3 weeks nor more than 6 weeks after the Board decides to entertain jurisdiction. The Secretary shall promptly send 1 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 wishes.

The Secretary shall at the same time, by registered mail, send notice of the hearing to the complainant along with an assurance that the complainant may personally appear and bring witnesses to attest to the charges. A copy of Bylaws Article VI. Discipline shall be included in the mailing to both the defendant and the complainant.

If the defendant fails to attend the hearing at the appointed time as directed, the hearing proceeds without him. However, if the complainant, unless excused by the Board, fails to attend at the appointed time as directed, the charges against the defendant will be dropped and the complainant will forfeit his deposit.

**SECTION 3. Board Hearing.** The hearing will be conducted either by the entire Board or by a Committee of not less than 3 members of the Board. The Board shall have complete authority to decide whether counsel may attend the hearing, both complainant and defendant shall be treated uniformly in that regard.

If the hearing is conducted by the entire Board, the Board after hearing all the testimony presented by complainant and defendant, shall decide if the charges are sustained. If the charges are sustained, the Board will determine the disciplinary action to be taken, as outlined in SECTION 4. of this ARTICLE.

If the hearing is conducted by a Committee of Board members, then those members, after hearing all the testimony presented by complainant and defendant, shall decide by a majority vote to recommend to the Board that the charges be sustained. And if they so recommend, then again by a majority vote, the Committee will determine the disciplinary action, as outlined in SECTION 4. of this article, to recommend to the Board. Immediately after the Committee has reached a decision, a summary of its findings and recommendation shall be put in written form and filed with the Secretary. The Secretary, in turn, shall immediately notify each of the remaining Board members of the Committee's findings and recommendations. Within 7 days of the hearing, the entire Board will consider the Committee's recommendations. The Board may decline to impose any disciplinary action or it can reduce the action; but it cannot increase the disciplinary action recommended by the Committee. The Board cannot impose any disciplinary action if the Committee has found the accused not guilty.

All decisions by the Board regarding the disciplinary process will be made on a majority vote of a quorum of the Board.

Within 7 days of the Board's final decision, the Secretary shall notify each of the parties of the decision and disciplinary action, if any. The Secretary's account of the findings and any disciplinary action will be published in the next *ARK*.

All testimony, discussions and written materials relating to the hearing and charges will be held in strictest confidence by the Board, as well as by all involved parties, including witnesses. Any party violating this confidence shall be subject to disciplinary action.

**SECTION 4. Disciplinary Action.** There are 3 levels of disciplinary action that may be taken:

- (a) Letter of Reprimand. A letter of reprimand will be sent to the defendant. No member may receive more than 1 letter of reprimand within a 12 month period without incurring further disciplinary action.
- (b) Suspension. The defendant will be suspended from all privileges of the club for not more than 6 months from the date of the hearing.
- (c) Expulsion. If suspension as punishment is deemed insufficient, expulsion of the defendant from the club may be recommended to the membership. If expulsion is to be recommended, the defendant may be suspended from all privileges of the club for not more than 6 months from the date of the hearing or until the date of the next annual meeting if that will not occur until after 6 months.

Expulsion of a member from the club may only be accomplished at the annual meeting of the club. 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, the finding and the Board's recommendation for expulsion and shall invite the defendant, if present, to speak on his own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the annual meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.

**SECTION 5. Self-reporting of a Mandatory Practice Violation.** If a member self-reports a violation of the ARC Mandatory Practices, there shall be no \$50 deposit requirement. A quorum of the Board will consider the violation and then by a majority vote decide if any disciplinary action should be taken, and if so, which of the 3 levels as outlined in SECTION 4 shall be imposed.

#### **ARTICLE VII. Parliamentary Authority.**

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 special rules of this club.

#### **ARTICLE VIII. Amendments.**

**SECTION 1.** Amendments to the Constitution and Bylaws may be proposed either by the Board of Directors OR by written petition addressed to the Secretary signed by 20% 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 AKC for approval within 40 days of the date when the petition was received by the Secretary.

Once AKC has approved, the proposed changes with recommendations of the Board, may either be published in the next issue of the *ARK* OR sent to the members by mail within 40 days. At least 1 issue of the *ARK* will be allowed for members' comments before a ballot is mailed. A mail ballot will be mailed within 40 days of the mailing of the last issue of the *ARK* allowed for comments.

Amendments proposed by the Board of Directors, will follow the same procedure.

**SECTION 2.** Amendments to the Standard for the Breed may be proposed either by the Board of Directors OR by written petition addressed to the Secretary signed by 20% of the membership in good standing. However, these amendments may only be proposed as long as the AKC moratorium on changes to our Standard is not in effect. Amendments proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to AKC for approval within 40 days of the date when the petition was received by the Secretary.

Once proposed amendments have been submitted to AKC, the AKC procedure for amendments to Breed Standards will govern the rest of the process.

Amendments proposed by the Board of Directors, will follow the same procedure.

**SECTION 3.** Amendments to the ARC Mandatory Practices may be proposed either by the Board of Directors OR by written petition addressed to the Secretary signed by 20% of the membership in good standing.

Amendments proposed by such petition shall be promptly considered by the Board of Directors. The proposed changes, with recommendations of the Board, may either be published in the next issue of the *ARK* OR sent to the members by mail within 40 days. At least 1 issue of the *ARK* will be allowed for members' comments before a ballot is mailed. A mail ballot will be mailed within 40 days of the mailing of the last issue of the *ARK* allowed for comments.

Amendments proposed by the Board of Directors, will follow the same procedure.

**SECTION 4.** Amendments to the Constitution and Bylaws, the Standard for the Breed and the ARC Mandatory Practices may be proposed either by the Board of Directors OR by written petition as stated in the sections above. However, once the process has been begun by either method, one action cannot supersede the other.

Any proposed amendments received by petition cannot be changed by the Board of Directors at any time in the process. However, the Board of Directors may add proposed amendments to different sections other than those proposed by the petition. Also, amendments proposed by the Board of Directors may be further amended by the Board during the process as they initiated the action.

**SECTION 5.** The Constitution and Bylaws, the Standard for the Breed and the ARC Mandatory Practices may be amended provided the requirements outlined in Article VIII, SECTIONS 1, 2, or 3 have been fulfilled before a ballot is mailed. The Secretary shall mail to each member in good standing on the date of mailing, a ballot on which he may indicate his choice for or against the action to be taken. The notice shall specify a date not less than 30 days after the date of mailing by which date the ballots must be returned to the Secretary, Certified Public Accountant or Parliamentarian to be counted. The favorable vote of 2/3 of the members in good standing who return valid ballots within the time limit shall be required to effect any such amendments.

**SECTION 6.** No amendment to the Constitution and Bylaws, or to the Standard for the Breed, that is adopted by the club shall become effective until it has been approved by the Board of Directors of the American Kennel Club.

**SECTION 7.** The Board of Directors shall be empowered to appoint a member to correct any misspellings, punctuation, clerical and other grammatical errors in the Constitution and Bylaws or Mandatory Practices that do not affect the substance of the document without the necessity of submitting such corrections through the amendment process.

## **ARTICLE IX. Dissolution.**

**SECTION 1.** The club may be dissolved at any time by the written consent of not less than 2/3 of the members. 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 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 a charitable organization for the benefit of dogs selected by the Board of Directors.

## **ARTICLE X. 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 new members
- Unfinished Business
- New Business
- Adjournment

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

- Reading of minutes of the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of Committees
- Unfinished Business
- Election of new members
- New Business
- Adjournment

**Last Revision Approved by Membership February 25, 2008.**