

# **JEFFERSON COUNTY KENNEL CLUB OF MISSOURI**

## **ARTICLE I**

### **NAME AND OBJECTS**

SECTION 1. The name of the Club shall be Jefferson County Kennel Club of Missouri, Inc.

SECTION 2. The objects of the Club shall be:

- A. to do all in its power to protect and advance the interest of all breeds of pure-bred dogs and to encourage sportsmanlike competition at dog shows, obedience trials and other Dog related events.
- B. to conduct sanctioned matches, dog shows, obedience trials, and other dog related events under the rules of the American Kennel Club.

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.

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 two types of memberships open:

1. Individual membership open to persons eighteen years of age and older who are in good standing with the American Kennel Club and who subscribe to the purposes of the Club.
2. Junior membership open to persons under 18 yrs. of age who are sponsored by 2 members in good standing of this Club, This will be a non-voting membership.

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.

SECTION 2. Membership dues shall be \$10.00 per year, payable on or before the first of July of each year. New members' dues shall be pro-rated from the first year to the nearest quarter date, at \$2.50 per quarter. No member may vote whose dues are not paid for the current year. During the month of June, the Treasurer shall notify each member of his dues for the ensuing year.

SECTION 3. Election to Membership. All applicants must have attended at least two Club meetings prior to submitting their application. All applications are to be filed with the Chairman of the Membership Committee, who will within 30 days, forward said application to the Board for their consideration. At the next regular meeting, the application will be read to the general membership. The application will be voted on by the membership at the next following regular meeting with the approval of 3/4 of the eligible voting members present for acceptance.

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

SECTION 4. Termination of Membership. Memberships may be terminated by:

- A. By resignation. Any member in good standing may resign from the Club upon written notice to the Recording Secretary. Dues and financial obligations pledged to the Club while a member in good standing will be considered a debt to the Club.

- B. By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 90 days after July 1st; 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 date of that meeting.
- C. By expulsion. A membership may be terminated by expulsion as provided in Article VI of By-laws.

SECTION 5. Reinstatement of Membership. Memberships terminated under Section 4 of this Article may be reinstated if such person meets all requirements for new membership as prescribed in Article 1, Sections 1, 2, and 3, except that in addition to such requirements, said members shall be required to pay all dues and monies delinquent to his account at the time of the termination.

## **ARTICLE II MEETINGS AND VOTING**

SECTION 1. Club Meetings. Meetings of the Club shall be held in Jefferson County, Missouri, on the fourth Wednesday of each month, at such hour and place as may be designated by the Board of Directors, except November and December, when meetings will be held on the third Wednesday. Written notice of each such meeting shall be mailed by the Recording Secretary or notified by Newsletter at least 10 days prior to the date of the meeting. The quorum for such meetings shall be 20% of the members in good standing. Meeting dates may be changed at the discretion of the membership with a 2/3 majority vote.

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 Recording 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 Jefferson County, Missouri, at 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 by the Recording 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. The quorum for such a meeting shall be 20% of the members in good standing.

SECTION 3. Board Meetings. Meetings of the Board of Directors shall be in Jefferson, County, Missouri, at such hour and place as may be designated by the Board with a minimum of four meetings each year. Meetings of the Board may be called by the President or upon written request signed by three members of the Board. Written notice of each meeting shall be mailed at least five (5) days prior to the date of the meeting. 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, or may be called by the Recording Secretary upon receipt of written request signed by at least three members of the Board. Such special meetings shall be held in Jefferson County, Missouri, at such place, date and hour as may be designated by the person authorized to call such a meeting. Written notice of such meeting shall be mailed by the Recording Secretary at least 5 days and not more than 10 days prior to the date of the special 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. From time to time business occurs which requires immediate attention, so as to necessitate the calling of a Board Meeting without prior written notice. By a majority agreement of Board Members present (7 members) such a meeting may take place where and when necessary.

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, A.K.C, Delegate, and six other persons, all of whom shall be elected at the annual meeting as hereinafter provided. At the annual meeting in 1986 and at each annual meeting thereafter, there shall be elected to the Board, 2 members for a term of 3 years, to replace those members whose term will be expired. The immediate past President shall serve on the Board of Directors until he is succeeded by a new past President.

SECTION 2. Officers. The Club's officers, consisting of the President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, A.K.C. Delegate 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 in these By-laws. The President shall be empowered to authorize expenditures of up to \$100.00 on an emergency basis.
- 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 Recording Secretary shall keep a record of all meetings of the Club and of the Board and of all Club matters of which a record shall be ordered by the Club, including a current log of motions carried at meetings; And he shall have charge of the in-club correspondence, notify members of meetings, notify new members of their election, 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 Corresponding Secretary shall have charge of all out-club Correspondence, and other duties as assigned by the Board of Directors.
- E. The Treasurer shall collect and receive all monies due or belonging to the Club. He shall deposit the same in a bank designated by the Board, in the name of the Club.

His books shall be at all times open to inspection by 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. An audit of these books shall be made annually. At the annual meeting, the Treasurer shall render an account of all monies received and expended during the previous fiscal year. He shall be bonded in such amount as the Board of Directors shall determine.

- F. The Delegate to the Board of the American Kennel Club is responsible for making the Clubs wishes known by voting at all meetings of the A.K.C , and is, therefore, bound, whenever possible, to vote in the manner so specified by a vote of the members present at the meeting of the Club immediately prior to such A.K.C. meetings.
- G. To facilitate this procedure, the Club shall provide reasonable expenses for at least two such A.K.C. meetings.

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.

- A. Any officer or member of the Board who is absent from two (2) meetings of the Board during a given calendar year, without sufficient reason, will forfeit said office/position. The Board to determine whether said reason is sufficient.

**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 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 January 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 his 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 two nominated candidates (not to include the immediate past President who automatically becomes a member of the ensuing Board) for other positions for other positions on the Board who receive the greatest number of votes for such position shall be declared elected.

SECTION 4. Nominations. No person may be a candidate in the Club election who has not been nominated. During the month of September, the Board shall select a Nominating Committee consisting of three members, at least one of whom shall be a member of the Board and one shall not be a member of the Board. Also two alternates appointed to serve in the absence of any of the three members, one of whom shall be member of the Board and one of whom shall not be a member of the Board. The Recording Secretary shall immediately notify the Committee-men and alternates of their appointment. The Board shall name a Chairman for the Committee and it shall be their duty to call a committee meeting which shall be held on or before October 15th.

- A. The Committee shall nominate one candidate for each office and two candidates for the other two positions on the Board that are being vacated that year; and, after securing the consent of each person so nominated, shall immediately report their nominations to the Recording Secretary in writing.
- B. Upon receipt of the Nominating Committee's report, the Recording Secretary shall, before November 30th, notify each member in writing of the candidates so nominated.
- C. Additional nominations may be made at the December meeting by any member in attendance provided that the person so nominated does not decline 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 Recording 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 President may each year appoint standing committees to advance the work of the Club in such matters as specialty shows, obedience trials, trophies, annual prizes, membership, public education and legislative liaison 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 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 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 breed. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$10.00, which 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 which would be prejudicial to the best interests of the Club or the breed. 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 Recording Secretary shall promptly send one copy of the charges to the accused member by registered mail or charges may be personally delivered by two (2) members of the Board, directed by the Board of Directors, 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.

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 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 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 Recording 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 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 recommendations and shall invite the defendant, if present, to speak in his own behalf if he wishes. The members 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 AMMENDMENTS**

SECTION 1. Amendments to the Constitution and By-laws may be proposed by the Board of Directors or may be proposed in a written motion, submitted by any member in good standing at any regular meeting. Amendments proposed shall be promptly considered and submitted to the membership for discussion and publication, and will within 90 days from the date of submission, be decided by a vote of the general membership, during a regular meeting.

SECTION 2. The Constitution and By-laws may be amended by a 2/3 vote of the members present 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.

**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 voting members. In the event of the dissolution of the Club, whether voluntary or involuntary, or by operation of law, none of the property 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 given to a charitable organization 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  
Report of Recording Secretary (Minutes of last meeting)  
Report of the President  
Report of the Corresponding Secretary  
Report of the Treasurer  
Report of the Committees  
Unfinished Business  
Election of Officers and Board of Directors (at annual meeting)  
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:

Roll Call  
Report of Recording Secretary (Minutes of last meeting)  
Report of the Corresponding Secretary  
Report of the Treasurer  
Report of the Committees  
Unfinished Business  
New Business  
Adjournment

**ARTICLE X  
DEFINITIONS**

SECTION 1. Anything not covered in this Constitution and By-laws shall be considered under the Robert's Rules of Order.

SECTION 2. Words importing the masculine gender include the feminine gender.