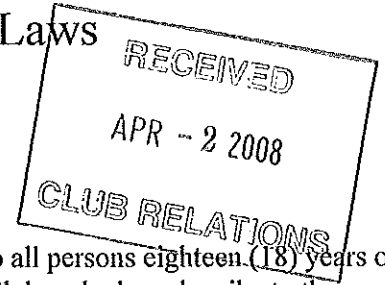


Hoosier Labrador Retriever Club By-Laws

ARTICLE 1

Membership



SECTION 1: **Eligibility:** There shall be 3 (three) types of memberships open to all persons ~~eighteen (18)~~ eighteen (18) years of age or older who are in good standing with the American Kennel Club and who subscribe to the purposes of this club:

- a) Single Membership – Enjoying all privileges of the Club including voting and holding Office.
- b) Family Membership – Enjoying all privileges of the Club including holding office except that only two persons eighteen (18) years of age or older in the family may vote at Club meetings.
- c) Junior Membership shall be open to all persons ten (10) through seventeen (17) years of age. Such members may not vote or hold office. They may automatically covert to regular membership upon reaching their eighteenth (18th) birthday.

While membership is not to be restricted as to residence, the Club's primary purpose is to be representative of the breeders, exhibitors and dog fanciers in its immediate area.

SECTION 2: **Dues:** Membership dues shall be determined by the members and shall be due on or before the 1st day of November of each year. No member may vote whose dues are not paid for the current year. During the month of September the Treasurer shall send to each member a statement of his/her dues for the ensuing year. The top limit shall be \$100.00.

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 the Hoosier Labrador Retriever Club's Constitution, By-Laws, Standing Rules of Order, Special Rules of Order and the rules of the American Kennel Club. All applications are to be filed with the Recording Secretary and each application is to be read at the membership meeting following its receipt. At the next membership meeting the application will be voted upon by secret ballot with an affirmative vote of three-fourths of the members present and voting at that meeting required to elect the applicant.

Applications for membership who have been rejected by the Club may not reapply within six months.

SECTION 4: **Termination of Membership:** Members may be terminated

- a) By resignation. Any member in good standing may resign from the Club upon written notice to the Recording 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 first day of each fiscal year.
- b) By lapsing. Membership will be considered lapsed and automatically terminated if dues remain unpaid 30 days after the first day of the fiscal year; however, the Board may grant 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 the meeting.

Membership Approved 8/10/2002

- c) By expulsion. A membership may be terminated by expulsion as provided in Article VI of these bylaws.

ARTICLE II

Meetings and Voting

SECTION 1: **Membership Meetings:** Meetings of the Club members shall be held within the greater Indianapolis area at least six times per year, on such date, time and place as designated by the Board of Directors. Notice of each meeting shall be published in Club's newsletter and on the Club's website or mailed by the Corresponding Secretary. Notification shall be ten days prior to the date of said meeting.

The quorum for membership meeting shall be 20% of the members in good standing.

SECTION 2: **Special Membership Meetings:** Special meetings of the club may be called by the President, a majority vote of the members who are present and voting at any membership (regular) meeting, or any meeting of the Board of Directors, or the Corresponding Secretary upon receipt of a petition signed by five members in good standing.

Special meetings shall be held within the greater Indianapolis area on such date, time and place as designated by the person or persons authorized herein to call such meetings. Notice of a special meeting shall be mailed by the Corresponding Secretary at least five (5) but not more than fifteen days (15) prior to the date of the special meeting. The purpose of the special meeting shall be clearly stated and no other business may be transacted.

The quorum for the special meeting shall be 20% of the members in good standing.

SECTION 3: **Board of Directors Meetings:** Meetings of the Board of Directors shall be held within the greater Indianapolis area at least six times per year, on such date, time and place as designated by the President. Notice of each Board meeting shall be published in Club's newsletter and on the Club's website or mailed by the Corresponding Secretary. Notification shall be five (5) days prior to the date of said meeting.

The quorum for Board meetings shall be a simple majority of the Board of Directors.

SECTION 4: **Special Board Meetings:** Special meetings of the Board of Directors shall be called by the President, or by the Corresponding Secretary upon written receipt of three or more Board Members.

Special meetings of the Board of Directors shall be held within the greater Indianapolis area on such date, time and place as designated by the person or persons authorized herein to call such meetings. Notice for a special meeting of the Board of Directors shall be mailed by the Corresponding Secretary at least five (5) but not more than ten (10) days prior to the date of the special meeting. The purpose of the special meeting shall be clearly stated and no other business may be transacted.

The quorum for the special meeting shall be a simple majority of the Board of Directors.

SECTION 5: **Voting:** Each member in good standing whose dues are paid for the current year shall be entitled to one vote at any membership or special membership meeting at which he or she is present. Proxy voting is not permitted.

ARTICLE III

Directors and Officers

SECTION 1: **Board of Directors:** The Board shall be comprised of the President, Vice President, Recording Secretary, Treasurer, Corresponding Secretary, and two other persons all of whom shall be members in good standing and all of whom shall be elected for a one year term at the Club's annual meeting as provided by in Article IV and shall serve until 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 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 the powers normally appurtenant to the office of the President in addition to those particularly 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 Recording Secretary shall prepare an agenda and keep a record of all meetings including those in attendance and of all matters for which the Club shall order a record.
- d) The Corresponding Secretary shall notify members of special meetings, notify new members of their election to membership, notify Officers and Directors of their election to office, maintain a roster of the members of the Club with their addresses, and carry out such other duties as are prescribed in these By-Laws.
- e) The Treasurer shall receive all monies due or belonging to the Club. The monies shall be immediately deposited in a bank designated by the Board in the name of the Club. The books shall at all times be open to inspection of the Board and the Treasurer shall report to the Board at every meeting the condition of Club's finances including every item of receipt or payment not before reported. At the annual meeting the Treasurer's records shall be surrendered to the chair of the audit committee who shall render the final report of all monies received and expensed during the previous fiscal year.

In addition, as a protection to the Club, the Treasurer shall be bonded in amount determined as appropriate by the Board, at the expense of the Club.

SECTION 3: **Termination of Board of Directors:** Officers and the At Large Board Members may be terminated.

- a) By resignation. A Board member in good standing may resign from the Board upon submitting written notice to the Recording Secretary.
- b) By removal. Any Board member may be removed from office for cause in accordance with

Membership Approved 8/10/2002

the following provisions. The members may by a two-thirds vote of the members present and voting at a regular or special meeting, provided the intent to terminate is included with the notice of the meeting, may remove any Director without cause.

SECTION 4: **Vacancies:** Vacancies on the Board or among the offices shall be filled by a majority vote of the remaining members of the Board of Directors at its first regular meeting following the creation of such vacancy, or at a special board meeting called for that purpose. The replacement(s) shall serve until the next annual meeting. Except the Vice-President shall fill a vacancy in the office of President automatically and the Board shall fill the resulting vacancy in the office of Vice President.

ARTICLE IV

The Club Year, Annual Meeting, Elections

SECTION 1: **Club Year:** The Club's fiscal year shall begin on the 1st day of November and end on the 31st day of October. 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 November 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 to his/her successor in the 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 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 July, the Board shall appoint a Nominating Committee consisting of three members and two alternates, not more than one of whom may be a member of the Board, the Recording Secretary shall immediately notify the Nominating Committee of their selection. The Board shall name a Chairman for the Committee and it shall be his/her duty to call a committee meeting which shall be held prior to the August Board meeting.

- a) The Committee shall nominate only one candidate for each office and position on the Board. After securing the consent of each person so nominated, shall immediately report their nominations to the Recording Secretary in writing.
- b) Additional nominations may be made at the September meeting by any member in attendance provided that the person so nominated does not decline when his/her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his/her proposer shall present to the Secretary a written statement from the proposed candidate signifying his/her willingness to be a candidate. No person may be a candidate for more than one position.
- c) 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 year appoint standing committees to advance the work of the Club in such matters as specialty shows, obedience trial, field trials, communications, membership and any other interests which may be served by committees. Such committees shall always be subject to the final authority of the Board. Special committees, also known as Ad Hoc, may also be appointed by the Board to aid it on particular projects or tasks.
- SECTION 2: Any committee appointment may be terminated by a majority vote of the Board of Directors and 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 the breed. Written charges with specifications must be filed in duplicate with the Recording Secretary together with a deposit of \$10, which shall be forfeited if the Board following a hearing does not sustain such charges. The Recording 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 interest 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 3 weeks nor more than 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/her own defense and bring witness if he or she wishes.
- SECTION 3: **Board Hearing:** The Board of Directors 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 to reprimand or suspend the defendant from all privileges of the Club for not more than 6 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/her fellow-members at the ensuing Club meeting which considers the Board's recommendation. Immediately after the Board has reached a decision, its

finding 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 decisions and penalty, if any.

SECTION 4:

Expulsion: Expulsion of a member from the club may be accomplished only at a membership 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/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/her own behalf if he/she wishes. The members shall then vote by secret written ballot on the proposed expulsion. A two-thirds 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 the 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 of Directors for a vote within three months of the date when the Recording Secretary received the petition.

SECTION 2:

The constitution and bylaws may be amended by a two-thirds vote of the members present and voting at any regular or special meeting called for the purpose, provided the proposed amendment has 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 two-thirds of the members. 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 or any proceeds thereof nor any assets of the Club shall be distributed to any members of the Club. After payment of any 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 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 Vice-President
- Report of the Recording Secretary
- Report of the Corresponding Secretary
- Report of the Treasurer
- Report of the 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 last meeting
- Report of the President
- Report of the Vice-President
- Report of the Recording Secretary
- Report of the Corresponding Secretary
- Report of the Treasurer
- Reports 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 By-Laws and any Special Rules of Order the Club may adopt.