

Bylaws of the Des Moines Golden Retriever Club

ARTICLE I

Name and Purpose

- SECTION 1. The name of the club shall be the Des Moines Golden Retriever Club.
- SECTION 2. The objects of the club shall be to:
- a) Encourage and promote quality in the breeding of purebred Golden Retrievers, and to do all possible to bring their natural qualities to perfection.
 - b) 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 the Golden Retriever shall be judged.
 - c) Do all in its power to protect and advance the interests of all breeds of purebred dogs and to encourage sportsmanlike competition at dog *events* under the rules of the American Kennel Club.
 - d) *Promote and encourage good standard care, vet care, grooming, exercise and nutrition for non-competitive golden retrievers.*
 - e) *Conduct events for which the club is eligible under the Rules and Regulations 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 due or donations to the club shall inure to the benefit of any member individual.
- SECTION 4. The members of the club shall adopt and may from time to time reverse such by-laws as may be required to carry out these objects.

BY-LAWS

ARTICLE I

Membership

- SECTION 1. Eligibility
The membership shall be the following types: 1) Individual person eighteen (18) years of age or older; 2) *Junior 12 to 17 years of age*. These individuals shall be in good standing with the American Kennel Club and shall support the purposes of this club. Each member eighteen years of age or older is entitled to vote *and hold office*. *Junior members must be accompanied by a guardian at any club event.*
- While membership is unrestricted as to residence, the Club's primary purpose is to be representative of the breeders and exhibitors in the immediate area.
- SECTION 2. Dues
Memberships shall be *\$15.00* for individual membership and *\$10.00* for *junior* membership. Dues will not exceed a maximum of \$25.00. Dues shall be paid to the treasurer by January 1 of each year and considered in arrears on February 1. No individual whose dues are in arrears may vote or participate in the Club's activities.
- During the month of December, the treasurer shall send to each member a statement of dues for the ensuing year. Prospective new members, however, shall submit their dues with their application.*

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 this constitution and by-laws and the rules of the American Kennel Club. The application shall state the name, address, occupation of the applicant and it shall carry the endorsement of two members *in good standing*. Accompanying the application, the prospective member shall submit dues payment for the current year.

All applications are to be filed with a *Board Member* and each application is to be read at the first *Board* meeting following its receipt. At the next Club meeting, the application will be voted upon *by secret ballot* and affirmative votes of three-fourths (3/4) of the members present and voting at that meeting shall be required to elect the applicant.

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

SECTION 4. Termination of Membership

Membership may be terminated by:

a) 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. *Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation.*

b) Lapsing

A membership will be considered as lapsed and automatically terminated if such member's dues remain un-paid 90 days after the first day of the fiscal year, 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) Expulsion

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

ARTICLE II

Meetings and Voting

SECTION 1. Club meetings

Meetings of the Club shall be held *within the greater Des Moines area approximately every other month* at such hour and place as may be designated by the Board of Directors. *Notice of such meetings will be sent by the Recording Secretary. The quorum for a club meeting shall be 20% of the 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 who are present and voting at any regular or special meeting of the Board *or by a majority of the general membership*; 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.

Petitions may be sent in electronic mail format in accordance with the following policy:

The member or board member has signed an authorization agreeing to this method of communication. Such authorization, which is revocable, will also release the club from any liability should the notification be received late or not be received by the member or board member due to circumstances beyond the club's control.

Such special meetings shall be held in or within 25 miles of the City of Des Moines as such place, date and hour as may be designated by the person or persons authorized herein to

call such meetings. Written notice of such meetings shall *sent* at least five (5) days and not more than ten (10) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for such a meeting shall be *20% of the members in good standing*.

SECTION 3. Board Meetings

Meeting of the Board of Directors shall be held *immediately prior to the general club meeting*. Written notice of each such meeting shall be mailed by the Corresponding Secretary 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; and shall be called by the Corresponding Secretary upon receipt of a written request signed by at least three members of the Board. Such special meetings shall be held in, or within 25 miles of the City of Des Moines at such place, date and hour as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be mailed by the Corresponding Secretary at least five (5) and not more than ten (10) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum of 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 or she 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, Past President and three other persons all of whom shall be elected for one year terms at the Club's annual meeting as provided by Article IV and shall serve until their successors are elected. General management of the Club's affairs shall be entrusted to the Board of Directors. *The Past President shall have the same voting rights as other Board Members.*

SECTION 2. Officers

- a) The President shall preside at all meetings of the Club and the Board and shall have the duties and powers normally appurtenant of the office of President in addition to those particularly specified in these by-laws.
- b) The Vice-President shall have the duties and exercise the powers of the President in case of the President's death, absence or incapacity.
- c) The 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.
- d) The Corresponding Secretary shall have charge of the correspondence, notify officers and directors of their election to office, keep a role 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 collect and receive all monies due or belonging to the Club. He or she shall deposit the same in the bank designated by the Board, in the name of the Club. His or her books shall be at all times open to inspection of the Board and he or she 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 or she shall render an account of all monies received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board shall determine.

- f) The offices of Recording Secretary and Treasurer may be held at *by* the same person in which case the Board shall be comprised of the officers and four other persons.

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 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

The Club Year, Annual Meeting, Elections

SECTION 1. Club Year

The Club's fiscal year shall begin on the first day of *December* and end on the *thirtieth day of November*. The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue through the election of the next annual meeting.

SECTION 2. Annual Meeting

The annual meeting shall be held in the month of *December* 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 conclusion of the election and each retiring officer shall turn over to his or her successor in office all properties and records relating to that office within thirty (30) days after the election.

SECTION 3. Elections

The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The three 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 August, the Board shall select a nominating committee consisting of three members and two alternatives, not more than one of whom may be a member of the Board. The Corresponding Secretary shall immediately notify the committee and alternates of their selection. The Board shall name a Chairperson for the committee and it shall be his or her duty to call a committee meeting which shall be held on or before September first.

- a) The committee shall nominate one candidate for each office and three candidates for the three 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 September 15, notify each member in writing of the candidates so nominated.
- c) Additional nominations may be made at the October meeting, by any member in attendance, provided that the person now nominated accepts when his or her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his or her nominator shall present to the *Board of Directors* a written statement from the proposed candidate signifying his or her willingness to be a candidate.

No person may be a candidate for more than one position

- 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 year appoint a standing committee to advance the work of the Club in such matters as specialty shows, obedience trials, field trials, trophies, annual prizes, membership, and other fields which may well be served by committees. Such committees shall always be subject to the final authority of the Board. Special committees may also be appointed by the Board to aid 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 the privileges of the American Kennel Club automatically shall be suspended from the privileges of this Club for a like period.
- SECTION 2. 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 Corresponding Secretary together with a deposit of \$25 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 considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing by the Board not less than three weeks nor more than six 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 or her 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, *reprimand* or suspend the defendant from all privileges of the Club for not more than six months from the date of the hearing. And, if it deems that punishment 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 finding shall be put in written form and filed with the Corresponding 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 proceeding 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 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 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 written petition addressed to the Corresponding 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 the members with recommendations of the Board by the Corresponding Secretary for a vote within three months of the date when the petition was received by the Secretary.
- SECTION 2. The constitution and by-laws may be amended by a two-thirds *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.

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 good standing*. 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 a charitable organization for the benefit of dogs selected by the Board of Directors.

ARTICLE IX

Order of Business

- SECTION 1. At the 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 President
 - Report of Corresponding Secretary
 - Report of Treasurer

Reports of Committees
Election of Officers and Board (an annual meeting)
Election of new members
Unfinished business
New business
Adjournment

SECTION 2. At the 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 Corresponding Secretary
Report of Treasurer
Reports of Committees
Unfinished business
New business
Adjournment

ARTICLE X

All terms of these by-laws shall be construed in accordance with the rules of the American Kennel Club and shall be governed by laws of the State of Iowa. *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.*

*Amended December 1981

**Amended June 1982

***Amended September 1984

****Amended February 2009