

# Rocky Mountain Beagle Club Constitution & By-Laws

## Constitution

### ARTICLE I Name and Objects

SECTION 1. The name of the Club shall be the *ROCKY MOUNTAIN BEAGLE CLUB*.

SECTION 2. The objects of the Club shall be:

- (a) to encourage and promote quality in the breeding of purebred Beagles and to do all possible to bring their natural qualities to perfection;
- (b) 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 Beagles shall be judged;
- (c) to do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows and obedience trials;
- (d) to conduct sanctioned and licensed specialty shows and obedience trials under the rules of The American Kennel Club; and
- (e) to actively support a Beagle rescue effort.

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 objects.

## By-Laws

### ARTICLE I Membership

SECTION 1. *Eligibility.* There shall be two types of membership open to all persons eighteen years of age and older who are in good standing with the American Kennel Club and who subscribe to the purposes of this Club:

- Regular: Enjoys all Club privileges including the right to vote and hold office.
  - a. Individual – one person, with one vote; or
  - b. Household – two persons residing in the same household, with one vote each.
- Associate: Enjoys all privileges of the Club except voting and holding office.

Regular Membership is restricted to people who live in the Club's geographical territory, as defined by the AKC. Members who live outside the geographical territory who joined the Club prior to December 31, 2008 will be deemed "Regular Members" as long as they maintain continuous membership and pay applicable dues. Regular members who join after January 1, 2009 and then move out of the geographical territory will convert to Associate Members.

The Club's geographical territory is defined as within 10 miles of the greater Denver area, including communities south to Parker, north to Brighton, east to Denver International Airport and west to Golden.

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

SECTION 2. *Dues.* Membership dues shall be \$15.00 per Regular individual member, \$25.00 per Regular household member or \$10.00 per Associate member, per year, payable on or before the 1st day of January of each year. No member may vote whose dues are not paid for the current year. During the month of November, the Treasurer shall notify each member regarding dues for the ensuing year. Any applicant accepted for membership after September 30th shall have dues applied to the following 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 by-laws and the rules of the American Kennel Club. The application shall state the name, address, and occupation of the applicant and it shall carry the endorsement of one member in good standing. Accompanying the application, the prospective member shall submit dues payment for the current year.

Completed applications shall be filed with the Secretary, read at the next Board of Directors meeting, and published in the Club's newsletter. The Board will review any written responses received as a result of the publication, then at the next general meeting following publication, the application will be voted upon by secret ballot and affirmative votes of 3/4 of the members present and voting at the meeting shall be required to elect the applicant. The applicant must be present at this meeting (the requirement for applicant's presence may be waived at the discretion of the Board of Directors).

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.* Membership 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 are incurred on the first 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 30 days after the first day of the fiscal year; however the Board may grant an additional 30 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 these by-laws.

## ARTICLE II Meetings and Voting

SECTION 1. *Club Meetings.* Meetings of the Club shall be held monthly, at such hour and place in the greater Denver area as may be designated by the Board of Directors. Notice of such meeting shall be provided by the Secretary at least two weeks prior to the date of the meeting. The quorum for such meetings shall be 20% of the members in good standing.

*Club Meetings.* Meetings of the Club shall be held quarterly, in February, May, August and November, at such hour and place as may be designated by the Board of Directors. Notice of such meeting shall be provided by the Secretary at least two weeks prior to the date of the meeting. The quorum for such meetings 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 written request signed by five members of the Club who are in good standing. Such special meetings shall be held in the greater Denver area at such date and hour as may be designated by the person or persons authorized herein to call such meeting. Notice of such a meeting shall be provided by the 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 a special Club meeting shall be 20% of the members in good standing.

SECTION 3. *Board Meetings.* Meetings of the Board of Directors shall be held monthly at such hour and place in the greater Denver area as may be designated by the Board. Notice of each such meeting shall be provided by the Secretary at least 5 days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the Board.

Business may be conducted by the Board via mail, fax, e-mail or conference call through the Secretary. Items discussed may not be voted upon until the next Board Meeting when a majority of the Board is present.

*Board Meetings.* Meetings of the Board of Directors shall be held quarterly at such hour and place as may be designated by the Board. Such meetings may also be held via video or teleconference call. Notice of each such meeting shall be provided by the Secretary at least 5 days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the Board.

Business may be conducted by the Board via mail, fax, e-mail or conference call through the Secretary. Items discussed may not be voted upon until the next Board Meeting when a majority of the Board is present.

SECTION 4. *Special Board Meetings.* Special meetings of the Board may be called by the President; and shall be called by the Secretary upon written receipt of a written request signed by at least three members of the Board. Such special meetings shall be held in the greater Denver area, at such date and hour as may be designated by the person or persons authorized herein to call such a meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for a special Board meeting shall be a majority of the Board.

*Special Board Meetings.* Special meetings of the Board may be called by the President; and shall be called by the Secretary upon written receipt of a written request signed by at least three members of the Board. **Such special meetings shall be held at such an hour and place as designated** by the person or persons authorized herein to call such a meeting. **Special meetings of the Board may also be held by video or teleconference.** Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for a special Board meeting shall be a majority of the Board.

SECTION 5. *Voting.* Each Regular member in good standing whose dues are paid for the current year shall be entitled to one vote. Members must be present to vote. Proxy voting will not be allowed.

### **ARTICLE III Directors and Officers**

SECTION 1. *Board of Directors.* The Board shall be comprised of the Officers, all of whom shall be members in good standing and all of whom shall be elected for one-year terms at the Club's annual meetings as provided in 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.

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 in these by-laws.
- (b) The Vice-President shall have the duties and exercise the powers of the President in the case of the President's death, absence, or incapacity.
- (a) The 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; shall have charge of the correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, and carry out such other duties as are prescribed by these by-laws.
- (b) The Treasurer shall collect and receive all moneys 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 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 moneys received and expended during the previous fiscal year. The Treasurer shall be bonded or the financial records shall be reviewed as deemed necessary by the Board of Directors.

SECTION 3. *Vacancies.* Any vacancies occurring 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 a Special Board Meeting called for the purpose; except that a vacancy in the office of President shall be filled automatically by the Vice-President and the resulting vacancy of the 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 1st day of January and end on the 31st day of December. Beginning in 2007, 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.

*Club Year* **The Club's fiscal year shall begin on the 1st day of January and end on the 31st day of December**

SECTION 2. *Annual Meeting.* Beginning in 2007, the annual meeting shall be held in the month of January at which the Board Members 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.

*Annual Meeting.* **Beginning in 2013, the annual meeting shall be held in the month of August** at which the Board Members 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.

SECTION 4. *Nominations.* No person may be a candidate in a Club election who has not been nominated. During the month of September, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom may be a member of the Board. The Secretary shall immediately notify the committeemen and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his duty to call a committee meeting which shall be held before October 15th.

- (a) The Committee shall nominate one candidate for each position and, after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing.
- (b) Upon receipt of the Nominating Committee's report, the Secretary shall, at least two weeks prior to the December meeting, 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 the meeting, his proposer shall present to the 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.
- (d) Nominations cannot be made at the annual meeting or in any manner other than as provided in this Section.

*Nominations.* No person may be a candidate in a Club election who has not been nominated. During the month of February, the Board shall select a Nominating Committee consisting of three members and (two alternates omit), not more than one of whom may be a member of the Board. The Secretary shall immediately notify the committeemen and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his duty to call a committee meeting which shall be held before April 15th.

- (a) The Committee shall nominate one candidate for each position and, after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing.
- (b) Upon receipt of the Nominating Committee's report, the Secretary shall, at least two weeks prior to the May meeting, notify each member in writing of the candidates so nominated.
- (c) Additional nominations may be made at the May 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 the meeting, his proposer shall present to the 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.
- (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 standing committees to advance the work of the Club in such matters as specialty shows, obedience trials, annual prizes, membership, parliamentary procedure, breeder referral 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. *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 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 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 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 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 finding shall be put in written form and filed with the Secretary. The 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 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 meeting shall then vote by secret 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 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 Secretary signed by twenty percent of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to the members with recommendations of the Board by the 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 2/3 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 distributed 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 members. In the event of the dissolution of the Club other than for the purpose 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 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 President
- Report of Secretary
- Report of Treasurer
- Reports of 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 Secretary
- Report of Treasurer
- Reports of Committees
- Unfinished business
- New business
- Adjournment

SECTION 3. 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 other special rules of order the Club may adopt.

### **Standing Rules**

The Show Chair, appointed by the Board of Directors, shall be responsible for all aspects of a licensed show, including but not limited to, coordination of judges, selection of committee chairs and members associated with planning the show.

- (a) The Show Chair shall at all times attempt to keep the finances of the show from having an adverse financial impact on the Club by either controlling expenses or raising funds.
- (b) The Show Chair shall attend or provide a written report of show plans to the members at each general membership meeting.

The show chair and the chief ring steward shall not exhibit dogs at the show. No dogs owned or co-owned by those persons shall be entered at the show and no member of the immediate families of those persons shall exhibit at the show.

## **RMBC Constitution & By-Laws**

Adopted March 19, 1992

Amended April 21, 1994; December 11, 1994; January 16, 1995; March 16, 1995; October 14, 1995; July 10, 1997;  
May 28, 1998, February 18, 2006, February 15, 2009, **January 24, 2012**