



**JERSEY  
SKYLANDS  
LABRADOR RETRIEVER  
CLUB, INC.**

**MEMBERSHIP  
HANDBOOK**

# TABLE OF CONTENTS

## **PREAMBLE 3**

Website Address 3

## **ANNUAL MEMBERSHIP REQUIREMENTS 4**

Membership 4  
Minimum Requirements 4  
Privileges 4  
Restrictions 4

Additional Privileges 5  
Additional Requirements 5  
Additional Privileges 5

Clarifications 5  
Major Committees 5  
Minor Committees 5

## **PUPPY/DOG REFERRAL LISTING POLICY AND PROCEDURE 6**

Policy 6  
Procedure 7

## **CODE OF ETHICS 8**

Purpose 8  
Practices 8  
Discipline 9

## **CONSTITUTION 10**

Article I Name and Objectives 10

## **BYLAWS 11**

### **Article I Membership 11**

Section 1. Eligibility 11  
Section 2. Membership and Dues 11  
Section 3. Election to Membership 11  
Section 4. Termination of Membership 12

### **Article II Meetings and Voting 12**

Section 1. Club Meetings 12  
Section 2. Special Club Meetings 12  
Section 3. Board Meetings 12  
Section 4. Special Board Meetings 13  
Section 5. Voting 13

### **Article III Directors and Officers 13**

Section 1. Board of Directors 13  
Section 2. Officers 13  
Section 3. Vacancies 14

### **Article IV The Club Year, Annual Meeting, Elections 14**

Section 1. Club Year 14  
Section 2. Annual Meeting 14  
Section 3. Elections 14  
Section 4. Nominations 15

### **Article V Committees 15**

Section 1. Board Appointments 15  
Section 2. Termination 15

### **Article VI Discipline 16**

Section 1. AKC Suspension 16  
Section 2. Charges 16  
Section 3. Board Hearing 16  
Section 4. Expulsion 17

### **Article VII Amendments & Changes 17**

Section 1. Proposed Changes and Amendments 17  
Section 2. Vote to Amend or Change 13

### **Article VIII Dissolution 17**

### **Article IX Order of Business 18**

Section 1. General Meetings 18  
Section 2. Board Meetings 18

### **Article X Parliamentary Authority 18**

Section 1. Robert's Rules of Order 18

## **NOTES 19**

# **JERSEY SKYLANDS LABRADOR RETRIEVER CLUB, INC.**

## **PREAMBLE**

The Jersey Skylands Labrador Retriever Club, Inc. was formed by dedicated breeders, exhibitors, trainers and owners of the Labrador retriever breed. Our members strive to maintain and improve all facets of the Labrador through careful screening and selection of all breeding stock.

Our goals are to produce sound, intelligent, good looking dogs capable of functioning in the home, field, show ring or as service dogs; to secure safe, loving environments for them during their lifetimes; and to sponsor training and competitive events that encourage owners to spend time with their dogs.

All Members have agreed to support or participate in club sponsored activities and to abide by the club's Code of Ethics. Members are welcome from within and outside of the United States.

The club provides a breeder referral service to help match quality Labrador puppies and older dogs with loving, responsible homes.

JSLRC, Inc., is an American Kennel Club sanctioned club, a member of the New Jersey Federation of Dog Clubs, and an area club of the Labrador Retriever Club, Inc., the AKC parent club of the Labrador Retriever in the United States.

Anyone interested in information concerning membership or club activities, please contact:

**OUR WEBSITE:  
[www.jerseyskylandslrc.com](http://www.jerseyskylandslrc.com)**

**\* The breeders listed in the JSLRC breeder referral system are members in good standing of the JSLRC, but under no circumstance does JSLRC guarantee the services of said members. All buyers must review all contracts directly with the breeder.**

# JERSEY SKYLANDS LABRADOR RETRIEVER CLUB, INC.

## ANNUAL MEMBERSHIP REQUIREMENTS

### I. INDIVIDUAL AND HOUSEHOLD MEMBERSHIP:

#### A. *Minimum Requirements for EACH Member:*

1. Dues must be paid current.
2. Must be a member in good standing.
3. All new members are subject to a one year probationary period at which time the Board will review for eligibility for future Additional Privileges. If the Board votes NO at the one year anniversary, a further one year probationary period may be granted.

#### B. *Privileges:*

1. Vote
2. Hold an Office
3. Receive bi-monthly newsletter (One per family)
4. Attend meetings, programs & events
5. List brags and wins
6. Apply for certificates of achievement
7. Advertise goods and services in the club newsletter

#### C. *Restrictions:*

1. Not entitled to list litters or dogs with the Breeder Referral service
2. Not entitled to apply for JSLRC or NJFDC Directory listing
3. Not entitled to apply for competitive awards or plaques.

# ANNUAL MEMBERSHIP REQUIREMENTS

(continued)

## II. ALL MEMBERS MAY EARN ADDITIONAL PRIVILEGES:

### A. *Additional Requirements for EACH Member:*

1. Attendance of at least one meeting
2. At least one of the following \*:
  - a. Hold an office
  - b. Chair a major committee
  - c. Work on two committees - *must be two different events and on different days*

\* **SEE CLARIFICATIONS BELOW**

### B. *Additional Privileges:*

1. List litters or dogs available on the JSLRC Breeder Referral Service
2. Apply for JSLRC Active Member & Breeder Directory listing
3. Apply for JSLRC competitive awards/plaques
4. Apply for NJFDC Breeders Directory listing

\*Clarifications: The Board has clarified, in reference to membership requirements, what constitutes major and minor committees and fulfillment of those requirements.

Members must have actively worked on the committee. To be considered to have fulfilled the requirements as a board member, you must attend two-thirds of the board meetings held.

*Being named on a committee that never meets or is inactive, does NOT meet the membership requirements.*

Major Committees:		Minor Committees:	
Breeder Referral	Point Show	Awards	NJ Federation
CGC/TDI Test	Coordinator	By-Laws and	Nominations
Education	Point Show	Constitution	Planning
Field Day	Trophies	Club Equipment	Policies &
Fund Raising	Point Show	Ethics	Procedures
Health Clinic	Hospitality	Holiday Party	Sunshine
Match Show	Point Show Raffle	Judges Selection	Therapy Visits
Membership	Programs	Meeting	
Newsletter	Publicity	Hospitality	
Obedience	Website	Meeting Site	

Adopted 07/17/92.

Revised 07/28/99, 09/26/01, 09/25/02, 05/28/03, 09/29/04, 07/25/07, 10/03/07, 11/15/07

# JSLRC PUPPY/DOG REFERRAL LISTING SERVICE POLICY AND PROCEDURE

## A. POLICY

1. *Persons eligible:*
  - a. Members who are in good standing and who have met the minimum requirements for Additional Privileges are entitled to list with the club's referral service.
2. *Dogs eligible:*
  - a. litters of puppies residing in the Listing Member's home.
  - b. singular older puppies or dogs available from or through the Listing Member.
3. *Fees:*
  - a. The first litter listing for each household listed during the club's fiscal year shall be free.
  - b. Additional litter listings during the same fiscal year shall be charged \$10.00 each.
  - c. Single dog listings are always free. A single puppy is free if 12 weeks old or older.
4. *Member contact:*
  - a. Only one person shall be designated as the member contact for each listing.
5. *Restrictions:*
  - a. All litters or dogs submitted for the referral service must be in writing.
  - b. Litters will only be listed with this club's referral service if both parents have an OFA Hip Pass at a minimum of 12 months old and a current clear CERF or ACVO eye exam report, or their foreign equivalents.  
A current eye clearance shall include any of these options
    1. An exam dated within 18 months of the litter birth date
    2. An exam performed at a minimum of 60 months old with an Optigen test result where at least one parent is a Normal/Clear.
    3. An exam performed at a minimum of 120 months old without an Optigen test result.
6. *Disclaimer:*
  - a. A disclaimer releasing the club of all responsibility connected with the referral service shall be included verbally or in writing for all referral information dispensed.

# JSLRC PUPPY/DOG REFERRAL LISTING SERVICE POLICY AND PROCEDURE (continued)

## B. PROCEDURE

### 1. *Member submission:*

a. Members wishing to list a litter shall provide the following information **on the listing form** to the Referral Chair via mail, email or fax.

1. Names of the sire and dam
2. Due date or birth date
3. color(s) available or expected
4. sex(es) available
5. Member contact name, phone number and/or email address
6. both parents OFA hip information or foreign equivalent
7. dates of both parents CERF or clear ACVO information or foreign equivalent
8. For additional litters during the same fiscal year, a check for \$10.00 mailed to the Referral Chair

b. Members wishing to list an older puppy or dog shall provide the following information **on the listing form** to the Referral Chair via mail, email or fax.

1. age of the dog
2. sex of the dog and if it is spayed/neutered or intact
3. color of the dog
4. training, vaccination information or other pertinent comments, subject to editing by the Referral Chair.

Note: While hip and eye clearances are not required on the parents or on the dog itself, breeders/owners are to consider the Code of Ethics as to disclosure concerning the reason why the dog is now available.

### 2. *Referral Chair:*

a. will verify that all required information has been received. No listing will be accepted if any of the information or the listing fee is missing.

The contact will notify the member by email or phone, when possible.

b. will send a report to the Newsletter Editor by the deadline for publication in the next issue of the newsletter.

c. will delete any listing at 60 days from the listing date, unless the member has already notified the Referral Chair to delete, edit or continue the listing, provided they still have the puppies or dog available from that particular listing.

Approved July 30, 1997

Revised March 25, 1998; September 26, 2001; July 25, 2007

# **JSLRC CODE OF ETHICS**

## **Purpose**

This Code of Ethics is presented as a guide for all members of the Jersey Skylands Labrador Retriever Club, Inc. to use when owning, buying, selling, breeding or exhibiting Labradors.

Violations of the Code may be subject of a review of eligibility and maintenance of membership.

## **Practices**

1. Abide by the Constitution and Bylaws of the Jersey Skylands Labrador Retriever Club, Inc. and the rules and regulations of the American Kennel Club or the Kennel Club appropriate for the country of residence.
2. Keep accurate breeding records, registration papers and pedigrees.
3. Support and conduct ethical trade practices:
  - a) Maintain a professional attitude. Where sales and service agreements are concerned, they shall be mutually agreed upon, stated in writing, dated and signed by all parties.
  - b) All advertising shall be factual, informative and free of fraudulent or misleading statements.
  - c) All bitches and dogs used for breeding must be registered with the American Kennel Club, be eligible for AKC registration, or be registered with the Kennel Club appropriate for the country of residence.
  - d) All buyers must receive records of immunizations, worming, pedigree and applicable AKC or other Kennel Club transfer documents, except where registration papers are being held back by contractual agreement.
  - e) Members will not knowingly provide dogs to pet dealers or to other sources of commercial distribution, singly or in "litter lots", or as prizes in any contests or lotteries. No breeding will be conducted solely for commercial purposes.
4. All bitches and studs will be bred with the intention of the litter improving the breed. All sires and dams should be free of known hereditary diseases at the time of breeding.
5. Maintain a high standard of canine health, cleanliness, socialization and care. As a minimum standard, animals will be cared for in a safe, clean and vermin free shelter, run or yard with access to sufficient clean water and supplied regularly with adequate quality food.



# **JSLRC CODE OF ETHICS**

## **Practices (continued)**

6. The breeder has the responsibility of assuring, to the best of their ability, a safe and healthy home for each puppy they produce and assumes that responsibility for the lifetime of the dog.
7. Honestly evaluate the quality of any dogs sold or placed and fairly represent the evaluation as opinion. Labradors not intended for breeding purposes are to be sold on spay or neuter agreements, or limited registration where available.
8. Euthanasia of seriously deformed animals is to be done humanely. Inferior animals are to be spayed or neutered or sold on spay/neuter agreements.
9. Observe a high standard of sportsmanship, goodwill and friendship at events and meetings. Encourage all others to do the same.
10. Support and represent the Club's purposes in all canine activities.

### **Discipline**

Failure to comply with this Code of Ethics may subject a member to disciplinary procedures. Allegations of violations of the Code of Ethics shall be reviewed by the Ethics Committee for their recommendation prior to review by the Board of Directors.

Adopted July 16, 1992

Revised August 18, 1992; March 25, 1998; November 28, 2001

# **CONSTITUTION FOR JERSEY SKYLANDS LABRADOR RETRIEVER CLUB, INC.**

## **ARTICLE I Name and Objectives**

*SECTION 1.* The name of the Club shall be Jersey Skylands Labrador Retriever Club, Inc.

*SECTION 2.* The objectives of the Club shall be:

- a) to encourage and promote quality breeding of purebred Labrador Retrievers 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 the Labrador Retriever shall be judged;
- c) to do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at all dog shows, obedience trials, tracking tests, agility trials, field trials and hunting tests;
- d) to conduct sessions for the training of dogs and their handlers; to encourage the training of judges; to encourage and cooperate with individuals and other groups with similar purposes; to promote cooperation and good sportsmanship among its members;
- e) to conduct sanctioned matches, dog shows, obedience trials, tracking tests, agility trials and hunting tests 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 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 Bylaws as may be required to carry out these objectives.

Approved July 16, 1992

1. Revised August 18, 1992
2. Revised March 25, 1998
3. Revised July 26, 2000

# BYLAWS FOR JERSEY SKYLANDS LABRADOR RETRIEVER CLUB, INC.

## ARTICLE I Membership

**SECTION 1. Eligibility.** There shall be two types of membership offered, Regular and Household. Regular (Individual) – Enjoys all club privileges including the right to vote and hold office.

Household – Two adult members residing in the same household, each eligible to vote and hold office. Membership is 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.

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

**SECTION 2. Membership and Dues.** Membership dues shall not exceed \$50.00 for a Regular Membership and \$100.00 for a Household Membership, payable on or before the first day of September of each year. No member may vote or exercise any privilege whose dues are not paid for the current fiscal year. During the month of July, the Treasurer shall send each Member a statement of his/her 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 the Constitution and Bylaws and the Rules of the American Kennel Club and JSLRC, Inc. The Membership application shall state the name, address and occupation of the applicant and shall carry the signature of the applicant. Accompanying the application, the prospective member shall submit dues payment for the current year.

All applications are to be filed with the Secretary and each application is to be read at the first meeting of the Club following its receipt. Membership applications will be voted upon after two readings at a general meeting. Affirmative votes of two-thirds of the members present and voting by secret ballot at that meeting shall be required to elect the applicant.

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:

a) **by resignation.** Any member in<sup>11</sup> 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 lapsed and automatically terminated if such member's dues remain unpaid sixty days after the first day of the fiscal year; however, the board may grant an additional sixty 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 Bylaws.

## **ARTICLE II Meetings and Voting**

**SECTION 1. Club Meetings.** Meetings of the Club shall be held at least quarterly within the greater Newton, New Jersey area at such hour and place as may be designated by the Board of Directors. Written notice of each such meeting shall be mailed by the Secretary at least ten days 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; and shall be called by the Secretary upon receipt of a petition signed by five members of the Club who are in good standing. Such special meetings shall be held within the greater Newton, New Jersey area 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 Secretary at least five days and not more than fifteen 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 held monthly within the greater Newton, New Jersey area on such date and at such hour and place as may be designated by the Board. Written notice of each such meeting shall be mailed by the Secretary at least five days prior to the date of the meeting. A quorum for such a meeting shall be a majority of the Board.

**SECTION 4. Special Board Meetings.** Special meetings of the Board of Directors may be called by the President; and shall be called by the Secretary upon receipt of a written request signed by at least three members of the Board. Such special meetings shall be held within the greater Newton, New Jersey area at such place, date, and hour as may be designated by the person authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Secretary at least five days and not more than ten days prior to the date of the meeting, or telegraphic notice shall be filed at least three days and not more than five days prior to the date of the meeting. Any such notice shall state the purpose of the meeting, and no other business may be transacted thereat. The quorum for 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 fiscal year shall be entitled to a vote at any meeting of the Club at which he/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, Secretary, Treasurer, whom shall be elected for a one-year term and three other persons, serving as Directors, one of which shall serve a one-year term and two of which shall serve a two-year term; all of whom shall be members in good standing and all of whom shall be elected at the Club's annual meeting as provided in Article IV of these Bylaws and shall serve until their successors are elected. The immediate Past President shall automatically be granted an ex-officio position on the Board of Directors, as an advisor and without the right to vote. The Membership Chair shall automatically be granted an ex-officio position on the Board of Directors without the right to vote. General management of the Club's affairs shall be entrusted to the Board of Directors.

**SECTION 2. Officers.** The Club's officers, consisting of 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 the Bylaws.
- b) **The Vice-President** shall have the duties and exercise the powers of the President in case of death, absence or incapacity.
- c) **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; submit a copy of the minutes of all Club and Board meetings to the President; 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, keep a roll of the members of the Club with their addresses, and carry out such other duties as<sup>13</sup> are prescribed in the Bylaws.

- d) **The Treasurer** shall collect and receive all moneys due and belonging to the Club. He/she shall deposit same in a bank designated by the Board, in the name of the Club. His/her books shall at all times be open to inspection of the Board and he/she shall report at every meeting the condition of all the Club's finances and every item of receipt or payment not before reported. At the annual meeting, he/she shall render an account of all moneys received and expended during the previous fiscal year. The Treasurer may be bonded in such amount as the Board of Directors shall determine.
- e) **The offices of Secretary and Treasurer** may be held by the same person, in which case the board shall be comprised of six persons.

**SECTION 3. Vacancies.** Any vacancies occurring on the Board or among the offices during the year shall be filled, until the next annual election, by a person appointed 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 the President shall be filled automatically by the Vice-President and the resulting vacancy in the office of Vice-President shall be filled by a person appointed by the Board.

#### **ARTICLE IV**

##### **The Club Year, Annual Meeting, Elections**

**SECTION 1. Club Year..** The Club's fiscal year shall begin on September 1 and shall continue through August 31 of the following calendar year. 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 September, 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/her successor in office all properties and records relating to that office within thirty 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 each position shall be declared elected.

**SECTION 4. Nominations.** No person may be a candidate in a Club election who has not been nominated. During the second quarter meeting, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom shall be a member of the Board. 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 on or before March 30.

- 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 Secretary in writing.
- b) Upon receipt of the Nominating Committee's report, the Secretary shall before June 1, notify each member in writing of the candidates so nominated.
- c) Additional nominations may be made at the fourth quarter 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 the 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.
- d) Nominations cannot be made at the annual meeting or in any manner other than as provided in this Section.
- e) Election shall take place at the Annual Meeting in September.

## **ARTICLE V Committees**

**SECTION 1.** The Board may each year appoint standing committees to advance the work of the Club in such a manner as hunting retriever tests, obedience trials, specialty shows, agility tests, field trials, tracking tests, parliamentarian, newsletter, ethics, trophies, annual prizes, fund raising, 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 appointed may be terminated by a majority vote of the full membership of the Board upon written notice to the appointees; 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 specification must be filed in duplicate with the Secretary together with a deposit of \$100.00 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 or the breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club or the breed, 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 or more than six weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by certified mail, return receipt requested, restricted delivery, together with a notice of the hearing and an assurance that the defendant may personally appear in his/her own defense and bring witnesses if he/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 the 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 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 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 sixty days but not earlier than thirty 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 on 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 and Changes**

**SECTION 1. *Proposed Changes and Amendments.*** Amendments to the Constitution and Bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by 20% of the members 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 recommendation 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. *Vote to Amend or Change.*** The Constitution and Bylaws 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 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 meetings of the Club, the order of business, as far as the character and nature of the meeting may permit, shall be as follows:

Roll Call  
Minutes of last meeting (Secretary)  
Report of the President  
Report of the Secretary  
Report of the Treasurer  
Report of the Committees  
Election of Officers and Board (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 a majority vote of those present, shall be as follows:

Minutes of the last meeting (Secretary)  
Report of Secretary  
Report of Treasurer  
Report 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 Bylaws and any other special rules of order the club may adopt.

Approved July 16, 1992

1. Revised August 18, 1992
2. Revised December 13, 1994
3. Revised February 22, 1995
4. Revised May 31, 1995
5. Revised July 26, 1995
6. Revised March 25, 1998
7. Revised March 29, 2000
8. Revised July 26, 2000
9. Revised September 25, 2002
10. Revised June 18, 2007

# **NOTES**

Printed August 5, 1995

Reprinted:

March 25, 1998

July 28, 1999

March 29, 2000

August 01, 2000

November 28, 2001

January 30, 2002

November 22, 2002

July 25, 2007

September 26, 2007

November 15, 2007