

ARTICLE I

PREAMBLE

SECTION 1. The name of the Club shall be COLUMBIA KENNEL CLUB, INC. (herinafter, "Club").

SECTION 2. The objectives of the Cub shall be:

- a. to further the advancement of all breeds of pure bred dogs;
- b. to conduct sanctioned matches and dog shows under the rules of the American Kennel Club;
- c. to conduct other dog related public educational services;
- d. to promote and encourage good sportsmanship and conduct at all Club functions.

SECTION 3. The members of the Club shall from time to time revise this Constitution as may be required to carry out these objectives.

SECTION 4. The Club shall not be conducted or operated for profit and no part of any profits, remainder, or residue from dues or donations to the Club shall inure to the benefit of any member or individual.

SECTION 5. Wherever a masculine pronoun appears in this Constitution, it is used in the generic sense, and shall be deemed to include both male and female.

ARTICLE II

MEMBERSHIP

SECTION 1.

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

Each category of membership requires the individual to be in good standing with the American Kennel Club, Inc., and to subscribe to the purposes of the Club. "Year" refers to the fiscal year of the Club. To be in good standing with the Club, a member must be current on dues.

Eligibility: There shall be four types of adult membership: (1) Individual, (2) Family (3) Lifetime and (4) Associate.

- a. Individual membership is open to any person eighteen years of age.
- b. Family membership is open to all persons eighteen years of age and older who reside in the same household. Family membership shall be limited to two adults residing in the same household.
- c. Lifetime membership will be bestowed upon any member with 25 years of consecutive membership.
- d. Associate membership is open to all persons eighteen years of age. Sustaining memberships do not have voting privileges.

SECTION 2 MEMBERSHIP DUES

- a. Membership dues shall be an amount set by the Club, payable to the Treasurer on or before the first day of December of each year. The Treasurer shall report the names of members to the Secretary for recording. No member may vote whose dues are not paid for the current year other than the Lifetime members.
- b. During the month of October, the Treasurer shall send to each member a statement of his/her dues for the ensuing year.
- c. Dues received from new members on or after September first shall be credited for the remainder of the year, as well as the next fiscal year.

SECTION 3. ELECTION TO MEMBERSHIP

Each applicant for membership shall apply on a separate form as provided by the Board of Directors and which shall provide that the applicant agrees to abide by this Constitution and the rules of the American Kennel Club, Inc. The application shall state the name, address, and 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.

A prospective member shall attend two monthly meetings within a four month period. All applications are to be filed with the Vice President and each application can be read at the first meeting of the Club following its receipt.

At the next Club meeting, the application will be voted upon by secret ballot and affirmative votes of a majority 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 reapply within six months after such rejection.

SECTION 4. TERMINATION OF MEMBERSHIP

- a. Resignation. Any member may resign from the Club upon written notice to the Secretary.
- b. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid thirty days after the first day of the fiscal year (February 1st); however, the Board may grant an additional grace period to delinquent members in meritorious cases. Previous members can request reinstatement within one year by writing to the Board for consideration. All reinstatements will be determined by vote of the Board.
- c. Expulsion. A membership may be terminated by expulsion as provided in ARTICLE VII.

ARTICLE III

DIRECTORS AND OFFICERS

SECTION 1. BOARD OF DIRECTORS

The Board shall be comprised of the President, Vice President, Secretary, Treasurer, and three other persons 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 meeting as provided in ARTICLE V and shall serve until their successors are elected. General management of the Club's affairs shall be entrusted to the Board of Directors. The Board shall have general supervision over all expenditures of the Club.

The ongoing operation of the Club is governed by Standing Rules which provide the framework to accomplish the Club's goals. The Board shall review the Standing Rules at its first meeting each year and shall revise or update by the end of the first quarter by a majority vote of the Board.

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 this Constitution.
- b. The Vice President shall have the powers and exercise the duties of the President in case of the President's death, absence or incapacity, and shall serve as the membership chairman.
- c. The Secretary 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, keep a roll of members of the Club and their addresses, and carry out such other duties as are prescribed in this Constitution.

- d. The Treasurer shall collect and receive all money due or belonging to the Club and receipt therefore. He shall deposit the same in a bank satisfactory to 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 monies received and expended. The Treasurer shall be bonded in such amount as the Board of Directors shall determine; the cost of such being paid by the Club. The Treasurer's books will be audited annually in accordance with ARTICLE VI, SECTION 1. a.

SECTION 3. VACANCIES

Any vacancies occurring on the Board or among the offices during the year shall be filled until the next election by a majority vote of all the then members of the Board at its first regular meeting following the creation of such vacancy, or at a Special Board Meeting called for that purpose; except that a vacancy in the office of President shall be filled automatically by the Vice President and the resulting vacancy in the office of Vice President shall be filled by the Board.

ARTICLE IV MEETINGS AND VOTING

SECTION 1. CLUB MEETINGS

Meetings of the Club shall be held in the Columbia, South Carolina metropolitan area on the on the second Tuesday of the month or at such date, time and place as may be designated by the Board of Directors. Written notice of each such meeting shall be made by mail or electronic means at least ten days prior to the date of the meeting. The quorum of each meeting shall be twenty percent of the members in good standing. A membership roster shall be signed by each member present and retained by the Secretary.

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 the Secretary upon receipt of a petition signed by at least five adult members of the Club who are in good standing. Such special meetings shall be held in the Columbia metropolitan area and at such hour and place as may be designated by the person or persons authorized herein to call such meetings.

Notice shall be made by mail or electronic means by the Secretary at least seven days and not more than fifteen days prior to the meeting (any such notice shall state the purpose of the meeting), and no other Club business may be transacted thereat. The quorum for such meeting shall be twenty percent of the members in good standing.

SECTION 3. BOARD MEETINGS

Meetings of the Board of Directors shall be held in the Columbia metropolitan area at least quarterly at such hour and place as may be designated by the Board. Notice shall be made by mail or electronic means by the Secretary at least five 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 meeting of the Board may be called by the President or by the Secretary upon receipt of a written request signed by at least three members of the Board. Such special meetings shall be held in the Columbia metropolitan area at such hour and place designated by the Board. Notice shall be made by mail or electronic means by the Secretary at least five 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 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 is present. Proxy voting will not be permitted at any Club meeting or election.

ARTICLE V

THE CLUB YEAR, ANNUAL MEETING, ELECTIONS

SECTION 1. CLUB YEAR

The Club's fiscal year and official year shall begin on the first day of January and end on the thirty-first day of December.

SECTION 2. ANNUAL MEETING

The annual meeting shall be held in the month of November. The newly elected Officers and Directors shall take office on January 1st.

SECTION 3. ELECTIONS

The nominated candidate receiving majority of votes cast 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 alternates, not more than one of whom shall be a member of the Board.

This committee shall meet 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 Secretary in writing.
- b. Upon receipt of the Nominating Committee's report the Secretary shall before September fifteenth 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 so nominated does not decline when his name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his proposer shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. No person may be a candidate for more than one position, and the additional nominations, which are provided for herein, may be made only from among those members who have not accepted a nomination of the Nominating Committee. Nominations cannot be made in any manner other than as provided in this SECTION.
- d. Eligibility of Nominees: Nominees for any office or directorship, prior to his nomination, must have been a member in good standing of the Club for one year and must have attended at least five monthly meetings during the preceding twelve months, and must be eighteen years of age or older.

ARTICLE VI

COMMITTEES

SECTION 1.

The Board may each year appoint standing committees to advance the work of the Club. Such committees shall always be subject to final authority of the Board. Special committees may also be appointed by the Board to aid it on particular projects.

- a. The Board of Directors shall recommend an audit committee consisting of any audit professional or of at least two Club members to the membership. The committee shall examine the records of the Treasurer quarterly and submit a written report to the Club at the following meeting.
- b. The AKC Delegate shall be appointed or reaffirmed by the Board each January. He shall, as directed, represent the Club's mandate at the meetings of the American Kennel Club, Inc., and in turn, apprise the Club of all pertinent issues discussed thereat.

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 service has been terminated.

ARTICLE VII

DISCIPLINE

SECTION 1. AMERICAN KENNEL CLUB SUSPENSION

Any member who is suspended from the privileges of the American Kennel Club, Inc. 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 interest of the Club. Written charges with specifications must be filed in duplicated with the Secretary together with a deposit of twenty-five dollars (\$25) 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 and the Board shall convene at a specified meeting in accordance to ARTICLE IV SECTION 4 to first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interest of the Club. If the Board considers that the charges do not allege conduct which 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 three weeks, or more than six week 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 call 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 of 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. If the Board deems suspension 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 Recording Secretary. The Recording Secretary shall, in turn, notify each of the parties of the Board's decision and penalty if any.

SECTION 4. EXPLUSION

Expulsion of a member from the Club shall be accomplished at a meeting of the Club following a Board hearing and upon the Board's recommendation as provided in 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 own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The members shall then vote by secret written ballot on the proposed expulsion. A two-thirds vote of those present and voting present at the meeting shall be necessary for expulsion. If expulsion is not so voted, the Board's suspension shall stand.

ARTICLE VIII

AMENDMENTS

SECTION 1. AMENDMENTS TO THE CONSTITUION

Amendments to the Constitution 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 and must be submitted to the members with recommendations of the Board by the Secretary for a vote within sixty days of the date when the petition was received by the Secretary.

SECTION 2. THE CONSTITUION

The Constitution and By-Laws 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 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.

SECTION 3.

No amendment to the Constitution that is adopted by the Club shall become effective until it has been approved by the Board of the American Kennel Club, Inc.

ARTICLE IX

DISSOLUTION

SECTION 1.

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 shall be distributed to any member 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 X

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:

- Report of President
- Minutes of previous meeting
- Report of Secretary
- Report of Treasurer
- Election of Officers and Board (November Meeting)
- Election of New Members
- Report of Committees
- 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 previous meeting
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Unfinished Business
- New Business
- Adjournment

ARTICLE XI

PARLIAMENTARY AUTHORITY

SECTION 1.

Robert's Rules of Order, revised, shall be used when any point is not covered by this Constitution or by the Standing Rules.



**AMERICAN
KENNEL CLUBSM**

**EMAIL NOTIFICATION FOR
BOARD MEETINGS AND GENERAL CLUB MEETINGS
AND OTHER CLUB NOTICES**

Effective January 1, 2006

Unless the laws of your state prohibit the use of email in general or for specific purposes, please be advised of the following change in policy which is effective January 1, 2006:

Clubs may send members notification of club meetings (also included would be dues notices; minutes and newsletters) and board members notification of board meetings via email, provided that:

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 received by the member or board member due to circumstances beyond the club's control.

Clubs adopting this method of communication must send us a copy of the minutes of the meeting and at some future time make the appropriate bylaw amendments to the applicable sections as soon as it is practical.

Revised (2/07)

