

# NORTHSTAR ROTTWEILER CLUB CONSTITUTION AND BY-LAWS

## Article I. Name and Objects

Section 1. The name of the Club shall be the **Northstar Rottweiler Club**.

Section 2. The objects of the Club shall be:

- a. To encourage and promote quality in the breeding of purebred Rottweilers and to do all possible to bring their natural qualities to perfection.
- b. To encourage all members of the club and any persons that they may come in contact with to promote the breed, promote education of Rottweiler owners, present and prospective, and to mutually assist each other in such education.
- c. 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 Rottweilers shall be judged.
- d. 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.
- e. To conduct sanctioned and licensed specialty shows and obedience trials and any other AKC event for which the club is eligible for under the rules 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 by- laws as may be required to carry out these objects.

## Article II. Membership and Dues

Section 1. Membership: There shall be **three types** of membership open to all persons eighteen years of age and older who are in good standing with the American Kennel Club.

Section 2. Dues: membership dues shall be **\$25.00 per year for an associate (nonvoting) membership, \$30.00 per year for individual membership and \$35.00 per year for a household membership (household would have 2 voting individuals in the same home)** payable on or before the first day of June of each year. By April 15 or in the April newsletter, the Membership Chair shall send to each member a statement of their 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 these constitution and by-laws, code of ethics, and the rules of the American Kennel Club. The application shall state the name and address of the applicant, and shall carry the endorsement of two members in good standing for the previous two consecutive years. Accompanying the application, the prospective member shall submit dues payable for the current year. All applications are to be filed with the membership chairperson and each application is to be published in the next Club newsletter following its receipt.

The applications will be presented again at the next Board meeting. Any objection to the proposed members must be presented in writing at the Board meeting. Said applications are to be voted on at the next membership meeting by a majority vote of those members present. Voting by secret ballot 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.

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- Section 4. Termination of Membership. Memberships 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 become incurred on the day of each fiscal year. (June 1)
  - b. By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 60 days after the first day of the fiscal year. In no case may a person be entitled to vote at any club meeting whose dues are unpaid as of that date of that meeting.
  - c. By expulsion. A membership may be terminated by expulsion as provided in Article VII of these by-laws.

## Article III. Meetings and Voting

- Section 1. Membership meetings: meetings of the membership shall be held in the greater Twin Cities area, six times per year at such hour and place as may be designated by the Board of Directors. Written notice of each such meeting shall be printed in the newsletter. The quorum for such a meeting shall be 20% of members in good standing present at that meeting.
- Section 2. Special membership meetings: special membership 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 petition signed by majority of the members present, who are in good standing. Such meeting shall be held at such place, date and hour as may be designated by the Board of Directors. Written notice of such meeting shall be mailed by the Secretary at least five days and not more than fifteen days prior to the meeting, and 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 present at that meeting.
- Section 3. Board meetings: meetings of the Board of Directors shall be held monthly, at the option of the Board members, of each month preceding any monthly membership meeting. Other meetings of the Board shall be held at such times and places as are designated by a majority vote of the entire Board. Written notice of each such meeting shall be mailed to each member by the Secretary at least 14 days prior to the date of the meeting. The quorum for a Board meeting shall be a majority of the Board voting in person.
- Section 4. Special board meetings: special meetings of the Board may be called by the President or by the Secretary upon written request, signed by at least three members of the Board. Such special meetings shall be held in the greater twin cities area and at such hour and place as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be mailed by the Secretary at least five days and not more than ten 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.
- Section 5. Voting: each member in good standing whose dues are paid for the current year shall be entitled to vote at any membership meeting of the Club at which he is present. Proxy voting will not be permitted at the membership meeting or election.

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## Article IV. Directors and Officers

Section 1. The Board shall be comprised of the President, Vice President, Secretary, and Treasurer all of whom shall be elected for two-year terms and five other person whom shall be elected for two-year terms with one exception: the first group of five Board members elected will have two members serving one-year terms and three members serving two-year terms so that a staggered pattern can thus be established. All shall be members in good standing with the Club for at least the previous two consecutive years. All being elected 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.

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. The term of office shall be two years. The past President will sit on the Board as advisor, for one year after a new President has been elected. The advisor will not be able to vote on any Board issues.

- 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 case of the President's 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. He shall have charge of all 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 are prescribed by these by-laws.
- d. The Treasurer shall collect and receive all monies due or belonging to the Club. He shall deposit the same in a bank designated by the Club, in the name of the Club, after obtaining two designated signatures on said monies at any Board meeting. 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 during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.
- e. The "**Past President**" will attend all Board meetings for the sole purpose of helping the new Board make a smooth transition. He will be responsible for advising the new Board on issues, ideas etc. brought up during past administration.
- f. Any member may hold the position of two offices except the **President and Vice President**.
- g. In this event the Board shall be comprised of **four** Officers and **five directors**.

Section 3. Vacancies: Any vacancy occurring on the Board or among the Officers during the two year term shall be filled until the next annual 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.

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## Article V. The Club Year, Annual Meeting, Elections

- Section 1. Club year: the Club's fiscal year shall begin on the first day of June and end on the 31st day of May. The Club's official year shall begin immediately at the conclusion of the election at the annual meeting.
- Section 2. Annual meeting: the annual meeting shall be held in the month of November at which Officers, and Directors for the ensuing term as stated in Article IV, Sec. 2 shall be elected by secret, written ballot from among those nominated in accordance with Sec. 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 of the election.
- Section 3. Elections: the nominated candidate receiving the greatest number of votes for each office shall be declared elected. The five 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 a member in good standing for at least the previous two consecutive years and 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 may be a-member of the Board. The Secretary shall immediately notify 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 on or before September 1.
- a. The committee shall nominate one candidate for each office and five candidates for the 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 15, notify each member in writing of the candidates so nominated.
  - c. Additional nominations may be made at the November meeting by any member in attendance provided that the person so nominated has been a member in good standing for at least the previous two consecutive years and does not decline when his name is so proposed and provided further that if the proposed candidate is not in attendance at this meeting, the nominating member shall present his proposal to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate.
  - d. Nominations can not be made at the annual meeting or in any other manner than as provided in this Section.

## Article VI. 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, trophies, annual prizes, 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 in 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 appointee; and the Board may appoint successors to those persons whose services have been terminated.

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## Article VII. 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 the Club for a like period.
- Section 2. Charges: any member may defer 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 accusations alleged in the charges, if proven, might constitute conduct which would be 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 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 both the 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 findings 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. **The reprimand or suspension shall be determined and voted by the board.**
- Section 4. Expulsion: expulsion of a member of the Club may be accomplished only at the meeting of the Club following a Board hearing and upon the Board's recommendation as provided in Sec. 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 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 written 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 so voted, the Board's suspension shall stand.

## Article VIII. 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 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 Secretary for a vote within three months of the date when the petition was received by the Secretary.

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Section 2. The constitution and by-laws may be amended by 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 mailed to each member at least two weeks prior to the date of the meetings.

## Article IX. 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 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 the 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 be 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 the majority vote of those present, shall be as follows: - Reading of the Minutes of Last Meeting

- Report of Secretary
- Report of Treasurer
- Reports of Committees - Election of New Members - Unfinished Business
- New Business
- Adjournment

## Article XI. Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order, newly revised, shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any other special rules of order the Club may adopt.

As Adopted: November 14, 1986

Revised: December 17, 1987  
November 28, 1990  
May 1992  
September 1993  
January 18, 1996  
August 8, 1999  
June 7, 2001  
July 22, 2007