

# Constitution and By-Laws of the Bryan-College Station Retriever Club

Revised March 2002

## Article I Name and Objects

SECTION 1. The name of the Club shall be the **Bryan-College Station Retriever Club**

SECTION 2. The objects of the Club shall be:

- a. To encourage and promote quality in the breeding of purebred retrievers and to do all possible to bring their natural qualities to perfection.
- b. To do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows, obedience trials, fields trials, and hunting tests.
- c. To conduct sanctioned and licensed and specialty shows, obedience trials, field trials, and hunting tests under the rules of the American Kennel Club and United Kennel Club.

SECTION 3. The Club shall not be conducted or operated for profit and no part of any profits or remainder of residue from dues or donations to the Club shall inure to the benefits of any member as an individual outside of sanctioned, approved Club benefits.

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

SECTION 1. **Eligibility.** There shall be two types of memberships (individual or family) open to all persons eighteen years of age and older who are in good standing with all nationally recognized kennel clubs, 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 and exhibitors in its immediate area.

SECTION 2. **Dues.** Membership dues shall be \$15.00 per year for an individual, and \$25.00 per year for a family membership (a maximum of two adults, over 18, residing at the same address, and minors under their guardianship), payable on or before the first day of January of

each year. Dues shall be pro-rated at the rate of \$1.50 per each month or partial month for an individual or \$2.00 per month for a family membership if a member joins after July 1 of the business year. No members may vote whose dues are not paid for the current year. The Secretary shall ensure that members are given sufficient reminders that dues are due, and maintain the official list of paid and current members.

**SECTION 3. Election of 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 . The application shall state the name and address of the applicant and it shall carry the endorsement of one member. Accompanying the application, the prospective members shall submit dues payment for the current year. The rules regulating use of the Club's Leased Training Grounds will be attached to the membership application. This also must be signed and returned.

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. At the next Club meeting, the application will be voted upon and affirmative votes of 2/3 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 re-apply within six months after such rejection.

**SECTION 4. Qualifying Members.** Members in good standing (dues current) may become Qualifying Members. Qualifying Member shall be defined by Amendment 1. The Board of Directors shall, on an annual basis, determine what, if any, special activities that may be available to Qualifying Members. Qualification status for each member shall be reviewed on an annual basis as outlined in Amendment 1, in coordination with the Club year as defined in Article V, Section 1.

**SECTION 5. 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 members may resign when in debt to the Club. Dues obligations are considered a debt to the Club and they become 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 90 days after the first of the fiscal year. However, the Board may grant an additional 90 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of that meeting.
- c. **by expulsion.** A membership may be terminated by expulsion as provided in Article VI of these by-laws.

## **ARTICLE III**

### **Meetings and Voting**

**SECTION 1. Club Meeting.** Meetings of the Club shall be held in (or within 25 miles of) the cities of Bryan-College Station, TX on the third Tuesday of each month, at such hour and place as may be designated by the Board of Directors. Notice of each such meeting shall be given (by regular U.S. Mail, e-mail, fax, telephone, or other available means) by the Secretary at least 10 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. Such meeting shall be held in (or within 25 miles of) the cities of Bryan-College Station, Texas, at such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. Notice of such meeting shall be given (by regular U.S. Mail, e-mail, fax, telephone, or other available means) by the secretary at least 5 days prior to the date of the meeting, and said notice shall state the purpose of the meeting. 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 in (or within 25 miles of) the cities of Bryan-College Station, TX on the third Tuesday of each odd numbered month of the year, at such hour and place as may be designated by the Board. If the designated date falls on a holiday the Board may elect to have the meeting date changed at the Board's previous meeting. Notice of each such meeting shall be given (by U.S. Mail, e-mail, fax, telephone, or other available means) by the Secretary at least 5 days prior to the date of the meeting. The quorum for such meeting shall be a majority of the Board.

**SECTION 4. Special Board Meetings.** Special Club meetings may be called by the President, or shall be called by the Secretary upon request by a member of the Board. Such meeting shall be held in (or within 25 miles of) the cities of Bryan-College Station, Texas, at such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. Notice of such meeting shall be given (by U.S. Mail, e-mail, fax, telephone, or other available means) by the secretary at least 5 days prior to the date of the meeting, and said notice shall state the purpose of the meeting. 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 year shall be entitled to one vote at any meeting of the Club at which he or she is present. A family membership entitles that family to no more than 2 votes per membership. Proxy voting will not be permitted at any club meeting or election.

# **ARTICLE IV**

## **Directors and Officers**

**SECTION 1. Board of Directors.** The board shall be comprised of the President, Vice-President, Secretary, Treasurer, and five (5) 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 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. Only Qualified Members shall be eligible to be Officers in the Club. However, two members of the same "Family Membership" cannot both serve simultaneously as Officers.

- 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 by 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. The Secretary shall keep a record of all meetings of the Club and of the Board of Directors and of all matters of which the Club shall order a record. He/she 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 keep a roll of the members of the Club and their addresses and carry out such other duties as are prescribed in these by-laws.
- c. The Treasurer shall collect and received all moneys due or belonging to the Club. He/she shall deposit the same in a bank designated by the Board in the name of the Club. The books shall at all times be open to inspection of the Board and he/she shall report to them at every meeting the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting he shall render an account of all money received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.
- d. The offices of Secretary and Treasurer may be held by the same person, in which case the Board shall be comprised of the officers and six (6) other persons.

# ARTICLE V

## The Club Year, Annual Meeting, Elections

SECTION 1. **Club Year.** The Club's fiscal year shall begin on the first day of May and end on the 31<sup>st</sup> day of April. The Club's official year shall begin immediately following 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 April or May, at which Officers and Directors for the ensuing year shall be elected from among those nominated in accordance with Section 4 of this Article. Election shall be by secret, written ballot, if there is more than one nominee for any Officer position, or more than 5 nominees for Directors' positions. Election may be by show of hands or acclamation if there is only one nominee for each position.

SECTION 3. **Elections.** The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The five (5) nominated candidates for other positions who received 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 March, the Board shall select a Nominating Committee consisting of three Qualified Members and two alternates, and not more than one of each category shall 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 on or before April 1.

The committee shall nominate *at least* one candidate for each office and *at least* five (5) candidates for the five (5) 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.

- a. Upon request of the Nominating Committee's report, the Secretary shall, at least 2 weeks before the Annual Meeting, notify each member (by U.S. Mail, e-mail, fax, telephone, or other available means) of the candidates so nominated.
- b. Additional nominations may be made at the Annual 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.
- c. Nominations cannot be made at the annual meeting or in any manner other than as provided by this Section.

## **ARTICLE VI**

### **Committees**

SECTION I. The Board may each year appoint standing committees to advance the work of the Club in such matters as specialty shows, obedience trials, field trials, hunting tests, trophies, annual prizes, membership, and other fields which may well be served by committees. Such 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 VII**

### **Discipline**

SECTION 1. **National Kennel Club Suspension.** Any member who is suspended from the privileges of any nationally recognized kennel club, including but not limited to The American Kennel Club, The United Kennel Club, and The North American Hunting Retriever Association, 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(s). Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$10 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 the 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 that 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 or 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 desired.

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 suspensions 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 the 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 written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the meetings 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 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 that 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 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 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:

- Roll Call
- Minutes of last meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report 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 a majority vote of those present, shall be as follows:

- Reading of minutes of the last meeting
- Report of the Secretary
- Report of the Treasurer
- Report of Committees
- Unfinished Business
- New business
- Adjournment



# AMENDMENTS

## *Amendment 1 - Qualifying Members*

Qualifying Members of the Bryan-College Station Retriever Club will be eligible to serve as an Officer or Board Member of the Club. They may also be entitled to certain privileges, both the availability and the nature of which will be determined on an annual basis by the Board of Directors.

Qualification status of members will be verified by the Board of Directors, and looked at on an annual basis, coinciding with the Club year as defined in Section V, Article 1.

Factors used to determine qualification will be as follows:

1. Member in Good standing (dues current)
2. Work at 60% of the days of BCSRC Sponsored Hunting Tests within the previous fiscal year. "Work" shall be defined as:
  - a. Chairman
  - b. Secretary
  - c. Marshall
  - d. Head Marshall
  - e. Game Steward
  - f. Lunch duty
  - g. Judge
  - h. Cook
  - i. Gunner
  - j. Blind planter
  - k. Bird thrower
  - l. Gopher
  - m. Headquarters Duty

"Day" shall be defined as more than 8 hours (assuming a 12-hour day) at the actual test site, executing actual responsibilities. While running a dog in the event is encouraged, one may not maintain "qualifying" status if one does not also participate in the above activities.

It will be the responsibility of the Hunting Test Chairman to maintain or delegate maintenance of a list of club members and their actual responsibilities on each day of the test.

The Hunting Test Committee, at the request of the concerned member, may address extenuating circumstances or disputes, regarding time worked at a test.