

Chinese Crested Club of Southern California

REVISED BYLAWS

CONSTITUTION

SECTION 1. The name of the Club shall be The Chinese Crested Club Of Southern California.

SECTION 2. The objectives of the Club shall be:

- (a) to encourage and promote quality in the breeding of purebred Chinese Cresteds 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 Chinese Crested shall be judged.
- (c) to do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows, obedience and performance events.
- (d) to conduct sanctioned matches and licensed specialty shows, obedience trials and tracking 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 or any profits 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.

BY-LAWS

ARTICLE I MEMBERSHIP

SECTION 1. *Eligibility.* There shall be five types of membership open to all persons eighteen years of age and older* (*except for Junior membership) who are in good standing with The American Kennel Club and who subscribe to the purposes of the Club: (1) Individual membership; (2) Household membership; (3) Associate membership; ~~and~~ (4) Honorary membership; and (5) Junior membership.

Individual. There shall be one vote per individual membership. The individual member shall enjoy all Club privileges including the right to vote and hold office.

Household. There may be two votes per household wherein two (2) household members meet the eligibility requirements above. Each of the two eligible household members shall enjoy all Club privileges including the right to vote and hold office.

Associate. An Associate member shall enjoy all Club privileges except the right to vote and hold office. An Associate membership is available to those who do not have residence within the state and is also an option for anyone who simply wants to support the club.

Honorary. An Honorary membership can be granted to an individual who has been a club member, served the club in the past or benefited the club in some manner. An Honorary member shall enjoy all Club privileges except the right to vote and hold office.

Junior. A Junior membership is open to those under 18 years of age who are in good standing with The American Kennel Club and who subscribe to the purposes of the Club. A Junior member shall enjoy all Club privileges except the right to vote and hold office.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of breeders, exhibitors and fanciers of the breed in the Southern California area designated by The American Kennel Club.

SECTION 2. *Dues.* Membership dues shall not exceed \$50.00 per year, payable on or before the first (1st) day of January. No member shall vote whose dues are not paid for the current year. During the month of November, the Treasurer shall send to each member a statement of dues for the ensuing year.

SECTION 3. *Election to membership.* Each applicant 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 Bylaws and the rules of The American Kennel Club. The application shall state the name, address and occupation of the applicant and it shall carry

the endorsement of two (2) voting members in good standing. (See Endorsers Limitation Rules.) Accompanying the application, the prospective member shall submit dues payment for the current year.

Endorsers Limitation Rules. No member shall endorse:

- (1) an applicant for membership that has already been endorsed by a member of their household.
- (2) an applicant for membership that resides within household.

Any endorsement given in violation of the above rules shall be considered void.

All applications are to be filed with the Membership Chairperson 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 two-thirds (2/3) of the members present and voting by voice or secret ballot at this meeting shall elect the applicant.

Membership effective date: Persons having their membership approved in October, November or December are considered to have an effective membership date of January 1st of the following year. In the period between their membership approval and January 1st, they may exercise all privileges of members except that of holding office.

An applicant for membership who has been rejected by the Club may not re-apply within six (6) months after such rejection.

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 first (1st) day of each fiscal year.
- (b) By lapsing. A member will be considered as lapsed and automatically terminated if such members dues remain unpaid thirty (30) days after the first (1st) day of the fiscal year.; however, the Board of Directors may grant an additional thirty (30) days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of that meeting.
- (c) By expulsion. A membership may be terminated by expulsion as provided in ARTICLE VI of these Bylaws.

ARTICLE II MEETINGS AND VOTING

SECTION 1. *Club Meetings.* Meetings of the Club shall be held no less than six times each year, with one meeting in each calendar quarter, within the greater San Bernardino/Riverside area, at such place, date and hour as may be designated by the Board of Directors. Notice of such meetings via US post or electronic means shall be sent by the Secretary or Newsletter Chairperson at least ten (10) calendar days prior to the date of the meeting. The quorum for such meetings shall be twenty (20) percent of the voting members in good standing.

Notification of club meetings (also included would be dues notices; minutes and newsletters) and board members notification of board meetings via email or internet, 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.

SECTION 2. *Special Club Meetings.* Special Club meetings may be called by the President, or by a majority 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 (5) members of the Club who are in good standing. Such special meetings shall be held within the greater San Bernardino/Riverside area at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. A written notification in the form of US post or electronic means given by the Secretary at least five (5) calendar days and not more than fifteen (15) calendar 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 therein. The quorum for such a meeting shall be a two-thirds vote of those present and voting at the meeting, however never less than five members in good standing.

SECTION 3. *Board Meetings.* Meetings of the Board of Directors shall be held as determined by the Board within the greater San Bernardino/Riverside area at such place, date and hour as may be designated by the Board. Written notice via US post or electronic means of each such meeting shall be sent by the Secretary at least five (5) calendar 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 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 via US post or electronic means, signed by at least three (3) Members of the Board. Such special meetings shall be held within the greater San Bernardino/Riverside area at such place, date and hour as may be designated by the person(s) authorized herein to call such a meeting. Written notice via US post or electronic means of such meeting shall be sent by the Secretary at least five (5) calendar days and not more than ten (10) calendar 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.

SECTION 5. *Voting.* Each membership in good standing (except Associate, Honorary or Junior membership) whose dues are paid for the current year shall be entitled to one vote at any meeting of the Club at which they are present. Proxy voting will not be permitted at any Club meeting or election. The Board of Directors may decide to submit other specific questions for decision of the members by written ballot cast via US post or electronic means.

ARTICLE III DIRECTORS AND OFFICERS

SECTION 1. *Board of Directors.* The Board of Directors shall be comprised of the officers and three (3) other Directors, all of whom shall be voting members in good standing and all of whom shall be elected for one (1) 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.

(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 Bylaws.

(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 hard copy record of all meetings of the Club and of the Board and of all matters of which a record shall be ordered by the Club; shall have charge of the correspondence; notify members of meetings; notify new members of their election to membership; notify officers and directors of their election to office; keep a roll of the members of the Club with their addresses and carry out such other duties as are prescribed in these Bylaws.

(d) The Treasurer shall collect and receive all monies due or belonging to the Club. Monies shall be deposited 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 a report shall be given at every meeting of the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting an accounting shall be rendered of all monies received and expended during the previous fiscal year. The Treasurer may be bonded in such amount as the Board shall determine.

SECTION 3. *Vacancies.* Any vacancies occurring on the Board or among the Officers during the year shall be filled until the next annual election by a majority vote of all the then members of the Board at 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

THE CLUB YEAR, ANNUAL MEETINGS, ELECTIONS

SECTION 1. *Club Year.* The Club's fiscal year shall begin on the first (1st) day of January and end on the last day of December. 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 December at which Officers and Directors for the ensuing year shall be elected by secret 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 the successor in office all properties and records relating to that office within thirty (30) 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 (3) 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 (3) voting members and two (2) alternates, not more than one of whom may be a member of the Board. The Secretary shall immediately notify the Committee and alternates of their selection via US post or electronic means. The Board shall name a Chairman for the Committee at that meeting and it shall be such person's duty to call a Committee meeting in person, by teleconference or electronic means, which shall be held on or before October 15th.

(a) The Committee shall nominate one candidate for each office and position on the Board, and after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing via US post or electronic means.

(b) Upon receipt of the Nominating Committee's report, the Secretary shall before the November meeting notify each member in writing via US post or electronic means of the candidates so nominated.

(c) Additional nominations may be made at the November meeting by any voting member in attendance provided the person so nominated does not decline when their

name is proposed and provided further that if the proposed candidate is not in attendance at this meeting, the proposer shall present to the Secretary a written statement from the proposed candidate signifying willingness to be a candidate. No person may run for more than one position.

(d) Nominations cannot be made at the annual meeting or in any manner other than as provided in this section.

ARTICLE V COMMITTEES

SECTION 1. The Board of Directors may appoint the following committees: Membership, Historian, Newsletter, Rescue and Education. 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 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 via US post or electronic means, and the Board may appoint successors to those persons whose services have been terminated.

SECTION 3. An Audit Committee may be appointed in the month of September and shall consist of the Treasurer, one Board member and one non-Board member. The Audit Committee shall complete an audit of the books and a report made to the Board of Directors before the end of December.

ARTICLE VI DISCIPLINE

SECTION 1. *American Kennel Club Suspension.* Any member who is suspended from the privileges of The American Kennel Club shall automatically be suspended from 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 by registered mail in duplicate with the Secretary together with a deposit of \$25.00, which shall be forfeited if such charges are not sustained by the Board following a hearing. The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board meeting, and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges it shall fix a

date of a hearing by the Board not less than three (3) or not more than six (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/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 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 (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 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 via US post or electronic means 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 (60) days, but not earlier than thirty (30) 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 the meeting. The President shall read the charges and the Board's findings and recommendation, 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 ballot on the proposed expulsion. A two-thirds (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 VII AMENDMENTS

SECTION 1. Amendments to the Constitution and Bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by twenty (20) 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 recommendation of the Board by the Secretary for a vote within three (3) months of the date when the petition was received by the Secretary. All members shall be notified of amendments to the Constitution and Bylaws by the Secretary via US post or electronic means. All eligible members shall vote by written ballot cast via US post or electronic means. Ballots shall be opened and counted at the next Club meeting by an appointed

teller committee consisting of at least three (3), only one of which shall be a Board member.

SECTION 2. The Constitution and Bylaws may be amended by a secret two-thirds (2/3) vote of the members voting as described in Section 1, at any regular meeting or special meeting called for the purpose, provided the proposed amendment(s) have been included in the notice of the meeting and sent to each member via US post or electronic means at least two (2) weeks prior to the date of the meeting.

SECTION 3. All Standing Rules shall be maintained in hard copy by the Secretary in a separate and dated file and shall be perpetual.

ARTICLE VIII DISSOLUTION

SECTION 1. The Club may be dissolved at any time by the written consent of not less than two-thirds (2/3) of the voting members. In the event of dissolution of the Club other than for purposes of re-organization, whether voluntary or involuntary or by operation of law, none of the property of the Club nor any proceeds thereof nor any assets of the Club shall be distributed to any members of the Club but after payment of the debts of the Club its property and assets shall be given to a charitable organization for the benefit of dogs selected by the Board of Directors.

ARTICLE IX ORDER OF BUSINESS

SECTION 1. At meetings of the Club, the order of business, so far as the character and nature of the meeting may permit shall be as follows:

- Sign-in Roster
- Minutes of the Last Meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Reports of Committees
- Election of Officers and and Board (at annual meeting)
- Election of New Members
- Unfinished Business
- New Business
- Adjournment

SECTION 2: At meetings of the Board, the order of business, unless otherwise directed by majority vote of those present, shall be as follows:

Minutes of the Last Meeting
Report of the Secretary
Report of the Treasurer
Reports of the 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.