

# MID-MICHIGAN POODLE CLUB

## CONSTITUTION

ARTICLE I. Name and Objectives

SECTION 1. The name of the Club shall be the Mid-Michigan Poodle Club

SECTION 2. The objectives of the Club shall be:

- a. To encourage and promote quality in the breeding of purebred Poodles and to do all possible to bring the natural qualities of the Poodle to perfection.
- b. To urge members and breeders to accept the standard of the breed as approved by the American Kennel Club as set forth by the Poodle Club of America as the only standard of excellence by which Poodles shall be judged.
- c. To do all in its power to protect and advance the interests of the breed, and to foster and maintain among ourselves a warm friendship and the highest form of sportsmanship in competition at dog shows, field trials, and obedience trials.
- d. To conduct sanctioned and licensed specialty shows (obedience trials) 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 objects.

# MID-MICHIGAN POODLE CLUB

## BY-LAWS

ARTICLE 1. Membership and Eligibility

SECTION 1. Eligibility. There shall be three types of membership open to all persons 18 years of age and older who are in good standing with the American Kennel Club, and who subscribes 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.

Regular Membership – Enjoys all Club privileges, including the right to vote and hold office

Household Membership – Enjoys all Club privileges, with a maximum of two votes per household.

Supporting Membership – Enjoys all Club privileges, except voting and holding office.

SECTION 2. Regular members shall be those over 18 years of age and in good standing with the right to vote at all regular and special meetings. A member is considered to be in good standing if dues are paid for the current year, and they are not under suspension by the AKC or this Club.

SECTION 3. Junior members shall be those between 10 and 17 years of age, meeting the requirements of actual membership of section 4 but not having voting privileges. This membership may automatically be converted to a Regular Membership upon reaching their 18<sup>th</sup> birthday. No Junior member may hold office.

SECTION 4. Supporting members shall not have voting privileges, but may attend club functions and receive the newsletter.

SECTION 5. Individual requirements. Any person having bred, exhibited, or judged Poodles or owning a Poodle, or a member of his family, may apply for membership in this Club.

SECTION 6. Election to Membership. All prospective members (with the exception of Supporting Members) must attend two (2) meetings before being eligible to apply for membership in the Mid-Michigan Poodle Club. 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 Club's Constitution and By-Laws, and the rules of the American Kennel Club. This application shall be accompanied by payment of dues for the following year. The application shall carry the endorsement of two members who are in good standing. No member of the Club shall endorse more than four (4) applications for membership in

any one 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. At the next Club meeting, the application will be voted upon and affirmative votes of two-thirds of the members present and voting at the meetings shall be required to elect the applicant. The vote for membership shall be by secret ballot in the absence of the applicant. Applicants whose membership is rejected by the club may not reapply for membership for six months.

SECTION 7. Dues. The Treasurer shall notify each member one (1) month prior to due date for dues for the following year. Yearly dues shall be payable by May 1<sup>st</sup> of each year. No member may vote whose dues are not paid for the current year. Dues are as follows:

Individual Membership	\$15.00
Household/Family Membership	\$25.00
Junior Membership	\$5.00
Supporting Membership	\$10.00

Dues may only be raised by a 2/3 vote of the general membership, at the first meeting in any calendar year.

SECTION 8. Termination of Membership. Membership 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 and trophy donations are considered a debt to the Club, and they become incurred on the first day of the fiscal year.
- b. By lapsing. Any member delinquent in paying dues may continue in the Club for thirty (30) days, subject to review by the Board, and will be required to pay his or her delinquent dues. After May thirtieth (30), they must apply as a new member (see Section 5). 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 this constitution and by-laws.

ARTICLE II. Meetings and Voting.

SECTION 1. Regular Club Meetings. Regular meetings of the Club shall be held in the greater Flint, Michigan area each month; the hour and place to be designated by the Board of Directors. Written notice of such meetings shall be mailed by the Secretary at least ten (10) days prior to the date of the meeting. Quorum for such meetings shall be twenty (20) percent 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, or by the Secretary upon receipt of a petition signed by five (5) regular members of the Club in good standing. Such special meetings shall be held in the greater Flint, Michigan area, on a date and time designated by the Secretary, and the person calling the special meeting. Written notice of such meetings shall be mailed by the Secretary at least five (5) days and not more than fifteen (15) days prior to the date of the meeting, and said notice shall state the purpose of the meeting. The quorum for such meetings shall be twenty (20) percent of the members in good standing, and no other club business may be transacted thereat.

SECTION 3. Board Meetings. Meetings of the Board of Directors shall be held in the greater Flint, Michigan area prior to each regular meeting, at such hour and place as may be designated by the Board. Written notice of such meetings shall be mailed by the Secretary at least five (5) days prior to the date of the meeting. The quorum for such meetings shall be a majority of the Board of Directors.

SECTION 4. Special Board Meetings. Special meeting of the Board may be called by the President or by the Secretary upon written request signed by at least three (3) members of the Board. Such special meetings shall be held in the greater Flint, Michigan area and at such hour and place as may be designated by the Secretary herein to call such meetings. Written notice of such meetings shall be mailed by the Secretary herein to call such meetings. Written notice of such meetings shall be mailed by the Secretary at least five (5) days and not more than ten (10) 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 meeting shall be a majority of the Board.

SECTION 5. Voting. Only regular members 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 is not permitted at any Club meeting or election.

ARTICLE III. Directors and Officers.

SECTION 1. General management of the Club's affairs shall be entrusted to the Board of Directors.

SECTION 2. Board of Directors. The Board of Directors shall be comprised of the President, Vice-President, Secretary and Treasurer, who will be elected at the Club's annual meeting as provided in Article IV, and three Board Members, who are appointed. General management of the Club's affairs shall be entrusted to the Board of Directors. To be eligible for election to the Board of Directors of Sergeant at Arms, a member shall have been a regular member in good standing for one (1) year and have attended a majority of the regular meetings, one (1) more than half (1/2) of the previous fiscal year.

SECTION 3. Officers. The Club's officers, consisting of President, Vice-President, Secretary, Treasurer, and Sergeants at Arms (3) 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 meeting of the Board and of the Club, and shall have the duties and powers normally appurtenant to the office of President, in addition to those particularly specified in this constitution and by-laws.
- 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.
- 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, and shall have charge of all the correspondence, notify members of meetings, notify new members of their election to membership, notify Officers and Directors of the 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 this constitution and by-laws.
- d. The Treasurer shall collect and receive all moneys due or belonging to the Club, and receipt thereof. 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 or receipt of payment not before reported; and at the annual meeting, he shall render an account of all moneys received and expended during the previous fiscal year; and have books prepared for audit. All disbursements of the Club funds exceeding \$5.00 shall be made by check which shall be signed by the Treasurer and countersigned by another Board member. The Treasurer shall be bonded at the expense of the Club.
- e. Sergeant at Arms (3) shall maintain order and serve as mediator at all Club events.

SECTION 4. The Board of Directors shall consist of seven (7) members to be elected at the Annual Meeting. Terms of office will be as follows:

Two Board Members	3 Years
Three Board Members	2 Years
Two Board Members	1 Year

Officers will be elected from the Board of Directors for 1 year terms.

SECTION 5. All offices shall be unrestricted as to election to consecutive terms.

SECTION 6. Any member of the Board may be removed from the Board by a 2/3 vote of the membership. No Officer or Board Member shall be removed without just cause.

SECTION 7. Vacancies. Any vacancies occurring on the Board or among the Officers during the year shall be filled until the next annual meeting by a majority vote of all the then members

at its first regular meeting following the creation of such vacancy, or at a special Board meeting called for that purpose. The exception would be if the vacancy is in the office of President, which would automatically be filled by the Vice President. The vacancy then created for the Vice President would be filled by the board.

ARTICLE IV. The Club Year, Annual Election Meeting, Elections.

SECTION 1. Club year. The Club's fiscal year shall begin on the first (1) day of May and end on the thirtieth (30) day of April. The Club's official year shall begin immediately at the conclusion of the election and business meeting at the annual election, and shall continue through the election at the next annual election meeting.

SECTION 2. Annual Election Meeting. The annual election meeting shall be the regular scheduled meeting in the month of April, at which directors and officers for the ensuing year shall be elected by secret written ballot from those nominated in accordance with Section 4 of the Article. They shall take office upon the conclusion of the election and business meeting, each retiring officer shall turn over to his successor office properties and records relating to that office within thirty (30) days after election.

SECTION 3. Elections. The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The two (2) 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.

a. During the month of January, the Board shall select a nominating committee consisting of three members and two alternates. Not more than one of these may be a member of the Board.

b. The Board shall name a Committee Chairman, and it shall be his duty to call a committee meeting which shall be held on or before February 1<sup>st</sup>.

c. The committee shall immediately report their nominations to the Secretary in writing.

d. The Secretary shall, at least two weeks before the March meeting, notify each member in writing of the candidates so nominated.

e. Additional nominations may be made at the March meeting by any member in attendance provided further that if the proposed candidate is not in attendance at this meeting, this proposer shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. However, no person who has declined the Chairperson's nomination may be nominated at the meeting prior to the annual election meeting.

f. Nominations may not be made from the floor at the annual election meeting, or in any manner other than as provided in this Section.

ARTICLE V. Committees.

SECTION 1. The Board will, each May, appoint standing committees to advance the work of the Club in such matters as dog shows, trophies, annual prizes, membership and other fields which may well be served by committees. Such committees shall 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, and the Board may appoint successors to those persons whose service has been terminated.

ARTICLE VI. Discipline

SECTION 1. American Kennel Club or Poodle Club of America Suspension. Any member who is suspended from the privileges of the American Kennel Club or Poodle Club of America automatically shall be suspended from privileges of this Club for a like period.

SECTION 2. Charges. Any member may prefer charges against another member for alleged misconduct prejudicial to the best interest of the Club or 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. 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 for 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 of the evidence and testimony presented by 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 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 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.

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 proceedings may occur at a 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 own behalf. The President shall read the charges and the Board's findings and invite the defendant, if present, to speak in his own behalf if he wishes. The membership shall then vote by secret written ballot on the proposed expulsion. A two-thirds (2/3) vote of those present at the meeting shall be necessary for expulsion. If expulsion is not voted, the Board's suspension shall stand. Evidence is disallowed at this meeting.

ARTICLE VII. Amendments to the Constitution and BY-Laws

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 (20) 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 within three (3) months of the date when the petition was received by the Secretary.

SECTION 2. The constitution and by-laws may be amended by a two-thirds (2/3) 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 (2) weeks prior to the date of the meeting.

SECTION 3. Specific operating regulations necessary to carry out the meaning of this constitution shall be provided for in standing rules of the Club, which shall be prepared and recommended by the Board of Directors and adopted by the membership. Standing rules must be consistent with the Constitution and By-Laws of the Club.

ARTICLE VIII. Dissolution.

SECTION 1. Dissolution. The Club may be dissolved at any time by written consent of not less than two-thirds (2/3) of the members. In the event of dissolution of the Club, other than for the purpose 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 the Poodle Club of America for the benefit of Poodles.

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:

Roll Call

Minutes of Last Meeting

Report of President

Report of Treasurer

Correspondence

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 majority vote of those present, shall be as follows:

Reading of Minutes of Last Meeting

Report of Treasurer

Correspondence

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 special rules of order the Club may adopt.

