

# North Georgia Hound Association



## Constitution and Bylaws

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EIN 58-2463730

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## ~ CONSTITUTION AND BYLAWS ~

### ARTICLE I Name and Objectives

**SECTION 1.** The name of the club shall be the **North Georgia Hound Association**.

**SECTION 2.** The objectives of the club shall be:

- (a) to encourage and promote quality in the breeding of all purebred hounds and to do all possible to bring their natural qualities to perfection;
- (b) to urge members and breeders to accept the standard of each hound breed as approved by The American Kennel Club as the only standard of excellence by which purebred hounds shall be judged;
- (c) to do all in its power to protect and advance the interests of purebred hounds by encouraging sportsmanlike competition at dog shows, obedience trials, tracking tests, and performance events;
- (d) to conduct sanctioned matches, dog shows, obedience trials, tracking tests, and performance events under the rules and regulations of The American Kennel Club;
- (e) to educate breeders, judges, and the general public on purebred hound breeds and the various performance disciplines in which they participate.

**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 objectives.

## ~ BYLAWS ~

### ARTICLE I Membership

**SECTION 1. Eligibility.** There shall be three types of membership open to all persons who are in good standing with The American Kennel Club and who subscribe to the purposes of this Association.

- (a) Regular (18 years of age and older) — entitled to all club privileges including the right to vote and hold office.
- (b) Household (two adults, 18 years of age and older, living at the same residence) — entitled to all club privileges with each adult member entitled to one vote and the right to hold office.
- (c) Junior (10 years but under 18 years of age) — entitled to all club privileges, excluding the right to vote and hold office, and may automatically convert to Regular membership upon reaching the age of 18 years.

While membership is to be unrestricted as to residence, the Association's primary purpose is to be representative of hound breeders and exhibitors in the north Georgia area.

**SECTION 2. Dues.** Membership dues shall not exceed \$50.00 per year, payable on July 1<sup>st</sup> or before the thirtieth day of September of each year, and shall be determined by the Board of Directors according to the needs of the Association. In any year, when the Board does not change the dues rate by June 1<sup>st</sup>, the dues for the respective types of membership shall continue as determined for the previous year. No member may vote whose dues are not paid for the current year. During the month of June the Treasurer shall send a statement of dues for the ensuing year to each member via First Class Mail.

**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 the 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 members in good standing. Accompanying the application, the prospective member shall submit dues payment for the current year. Prospective members voted into the Association after March 31 shall have their dues payment applied to the next club year.

All applications are to be filed with the Secretary and applicants must be present for the first reading of their application. Each application is to be read at the first meeting of the Association following its receipt. At the next Association meeting the applications will be voted upon and affirmative votes of two-thirds of the members present and voting by secret ballot at that meeting shall be required to elect the applicant.

Applicants for membership who have been rejected by the Association may not reapply within six 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 Association upon written notice to the Secretary; but no member may resign when in debt to the Association. Dues obligations are considered a debt to the Association and they are 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 day of the fiscal year; however, the board may grant an additional (30) days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Association 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 Association shall be held at least six times per year within the greater DeKalb County area at such hour and place as may be designated by the board of directors. At least 10 days prior to the date of the meeting, the Secretary shall send via First Class Mail a written notice of each such meeting. The quorum for such meetings shall be 20 percent of the members in good standing.

**SECTION 2. *Special Club Meetings.*** Special Association 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 a petition signed by five members of the Association who are in good standing. Such special meetings shall be held within the greater DeKalb County area at such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. At least five days and not more than 15 days prior to the date of the meeting, the Secretary shall send via First Class Mail a written notice of such a meeting, and said notice shall state the purpose of the meeting, and no other Association business may be transacted thereat. The quorum for such a meeting shall be 20 percent of the members in good standing.

**SECTION 3. *Board Meetings.*** Meetings of the board of directors shall be held bi-monthly within the greater DeKalb County area at such hour and place as may be designated by the board. At least five days prior to the date of the meeting, the Secretary shall send via First Class Mail a written notice of each such meeting. The quorum for such a meeting shall be a majority of the board.

**SECTION 4. *Special Board Meetings.*** Special meetings of the board may be called by the President; and shall be called by the Secretary upon receipt of a written request signed by at least three members of the board. Such special meetings shall be held within the greater DeKalb County area at such place, date, and hour as may be designated by the person authorized herein to call such meetings. At least five days and not more than 15 days prior to the date of the meeting, the Secretary shall send via First Class Mail a written notice of such meeting, and said notice shall state the purpose of the meeting, and no other business shall be transacted thereat. The quorum for such a meeting shall be a majority of the board.

**SECTION 5. *Voting.*** Each member, 18 years of age or older, 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 the member is present. A Household Membership (two adults, 18 years of age or older) entitles each member to one vote each. Proxy voting will not be permitted at any Association meeting or election. Except as otherwise provided in the bylaws, all decisions shall be made by a simple majority of votes cast.

## **ARTICLE III**

### **Directors and Officers**

**SECTION 1. *Board of Directors.*** The board shall be comprised of the officers and five directors, all of whom shall be members in good standing and all of whom shall be elected for two year terms at the Association's annual meeting as provided in Article IV and shall serve until their successors are elected. General management of the Association's affairs shall be entrusted to the board of directors.

**SECTION 2. *Officers.*** The Association's officers, consisting of the President, Vice President, Secretary and Treasurer, shall serve in their respective capacities both with regard to the Association and its meetings and the board and its meetings.

- (a) The President shall preside at all meetings of the Association 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 record of all meetings of the Association and of the board and of all matters of which a record shall be ordered by the Association; keep a roll of the members of the Association with their addresses, and carry out such other duties as are prescribed in these bylaws. He shall have charge of the correspondence, notify members of meetings, notify new members of their election to membership, and notify officers and directors of their election to office.
- (d) The Treasurer shall collect and receive all moneys due or belonging to the Association. Moneys shall be deposited in a bank designated by the board, in the name of the Association. The books shall at all times be open to inspection by the board and a

report shall be given at every meeting of the condition of the Association's finances and every item of receipt or payment not before reported; and at the annual meeting an accounting shall be rendered of all moneys 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 offices of Secretary and Treasurer may be held by the same person, in which case the board shall be comprised of eight persons.
- (f) General management of the Association's affairs may require the office of Secretary to be divided with separate designations and duties for Corresponding Secretary and Recording Secretary, in which case the board shall be comprised of ten persons.

**SECTION 3. *Term of Office.*** The Association's officers, consisting of the President, Vice President, Secretary and Treasurer, and directors shall be elected to a two-year term. The President, Treasurer, and three directors shall be elected to serve in office commencing July 1<sup>st</sup> of even numbered years. The Vice President, Secretary, and two directors shall be elected to serve in office commencing July 1<sup>st</sup> of odd numbered years.

**SECTION 4. *Term of Office Limitations.*** The Association's officers and directors may serve a maximum of two full consecutive terms in the same position. No member may serve on the Board of Directors for more than five full consecutive terms.

**SECTION 5. *Vacancies.*** Any vacancies occurring on the board or among the offices 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 Meeting, Elections**

**SECTION 1. *Club Year.*** The Association's fiscal year shall begin on the 1<sup>st</sup> day of July and end on the last day of June. The Association'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 between May 1<sup>st</sup> and June 15th, 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 on July 1<sup>st</sup> of each year, and each retiring officer shall turn over to the successor in office all properties and records relating to that office within 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 nominated candidates for director on the board who receive the greatest number of votes for such positions shall be declared elected. In the event of no opposing candidates for office, the Secretary may cast the vote of the membership for the slate of candidates and record affirmation.

**SECTION 4. *Nominations.*** No person may be a candidate in an Association election who has not been nominated. During the month of January, 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 the committeemen and alternates of their selection. The board shall name a chairman for the committee and it shall be such person's duty to call a committee meeting, which shall be held on or before February 15<sup>th</sup>.

- (a) The committee shall nominate one candidate for each office and director position 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 at least two weeks prior to the (March) meeting when additional nominations may be made, notify each member via First Class Mail of the candidates so nominated.
- (c) Additional nominations may be made at the (March) meeting by any member in attendance, provided that 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 be a candidate 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. *Committees.*** The Board may each year appoint standing committees to advance the work of the Association in such matters as dog shows, obedience trials, tracking tests, performance events, trophies, annual prizes, membership 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. Termination.** 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 VI 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 this Association 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 Association or any purebred hound breed. Written charges with specifications must be filed 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 Association. If the board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Association, 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 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 Association 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 reprimand or suspension shall not restrict the defendant's right to appear before his fellow members at the ensuing Association 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 Association may be accomplished only at a meeting of the Association following a board hearing and upon the board's recommendation as provided in Section 3 of this Article. Such proceedings may occur at a regular or special meeting of the Association, 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 finding and recommendation, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The members shall then vote by secret ballot on the proposed expulsion. A two-thirds 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 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 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 bylaws may be amended by a two-thirds vote of the members present and voting via secret ballot 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.

## **ARTICLE VIII Dissolution**

**SECTION 1.** The Association 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 Association other than for purposes of reorganization whether voluntary or involuntary or by operation of law, none of the property of the Association nor any proceeds thereof nor any assets of the Association shall be distributed to any members of the Association but after payment of the debts of the Association 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 Association, 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
- Reports of committees
- Election of officers and directors (*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 Secretary
- Report of Treasurer
- Reports 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 Association 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 Association may adopt.