

# **GARDEN STATE AKITA CLUB CONSTITUTION AND BY-LAWS**

## **ARTICLE I - NAME AND LOCATION**

The name of this club shall be Garden State Akita Club. Its principle office shall be located within a 50 mile radius of Trenton.

## **ARTICLE II - PURPOSE**

The club's objectives shall be -

### **SECTION 2.1**

To encourage and promote quality in the breeding of purebred Akitas and to do all possible to bring their natural qualities to perfection.

### **SECTION 2.2**

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 Akita shall be judged.

### **SECTION 2.3**

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 and by fostering a genuinely cooperative attitude among breeders, owners and fanciers alike.

### **SECTION 2.4**

To conduct sanctioned and licensed specialty shows and obedience trials under the rules of The American Kennel Club.

### **SECTION 2.5**

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 2.6

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 objectives.

## ARTICLE III - MEMBERSHIP

### SECTION 3.1

ELIGIBILITY – There shall be one type of membership, open to all persons 18 years of age and older who are in good standing with The American Kennel Club and who subscribe to the purpose 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 the immediate area.

### SECTION 3.2

DUES – Annual membership dues shall not exceed a maximum of \$25 per year per person. The Board of Directors shall set the amount of dues for the ensuing year. Dues are payable on or before the first day of January of each year. Each person joining after July 1<sup>st</sup> shall pay one-half of the annual dues for the year. No member may vote whose dues are not paid for the current year. The Treasurer shall send to each member a statement of their dues for the ensuing year, postmarked no later than November 1<sup>st</sup>.

### SECTION 3.3

ELECTION OF MEMBERSHIP – Each applicant for membership shall apply on a form as approved by The Board of Directors and shall provide that the applicant agrees to abide by The Constitution By-Laws, and the rules of The American Club. The application shall state the name, address, telephone number and occupation of the applicant, and it shall carry the endorsement of two unrelated members in good standing. Accompanying the application, the prospective member shall submit dues payment for the current year. All applications are to be filed with the Corresponding Secretary and each application is to be read at the first meeting, the application will be voted upon and affirmative votes of  $\frac{3}{4}$  of the members present and voting at that meeting shall be required to elect an applicant. Applicants for membership who have been rejected by The Club may not reapply within six months after such rejection.

## SECTION 3.4

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 Corresponding Secretary, but no member may resign when in debt to The Club. 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 January of the calendar year. 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 these By-Laws.

## ARTICLE IV - MEETING AND VOTING

ANNUAL MEETING – The annual meeting shall be held in the month of May, at which time Officers and Directors for the ensuing year shall be elected by secret, written ballot form among those nominated in accordance with Article VI, Section 6.4. They shall take office immediately upon the conclusion of the election and each retiring Officer shall turn over to his or her successor in office all properties and records relating to the office within 30 days after the election.

CLUB MEETINGS – Meetings of The Club shall be held within a radius of 50 miles of Trenton at such hour and place as may be designated by The Board of Directors. Written notice of each such meeting shall be mailed by the Corresponding Secretary at least 10 days prior to the date of the meeting. The quorum for such meeting shall be 20 percent of the members in good standing.

## SECTION 4.2

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, and shall be called by the Corresponding Secretary upon receipt of a petition signed by five members of the Club who are in good standing. Such special meetings shall be held in within a 50 mile radius of Trenton at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Corresponding Secretary at least 10 days and not more than 15 days prior to the date of the meeting and no other Club business may

be transacted thereat. The quorum for such a meeting shall be 20 percent of the members in good standing.

### SECTION 4.3

BOARD MEETINGS – Meetings of the Board of Directors shall be held at a time and place agreed to by the majority of the Board. Written notice of such meeting shall be mailed by the Corresponding Secretary at least 5 days prior to the date of the meeting. Said meeting can take place in person or via telephone, e-mail, regular mail or fax. The quorum for such a meeting shall be a majority of the Board.

## **ARTICLE V - DIRECTORS AND OFFICERS**

### SECTION 5.1

BOARD OF DIRECTORS – The Board shall be comprised of a President, Vice-president, Recording Secretary, Corresponding Secretary, Treasurer and two other persons all of whom shall be members in good standing. They shall be elected for two-year terms at the Club's annual meeting as provided in these By-Laws, and shall serve until their successors are elected. Officers shall be elected in odd numbered years, and Board members shall be elected in even numbered years. General management of the Club's affairs shall be entrusted to the Board of Directors.

### SECTION 5.2

OFFICERS – The Club's Officers, consisting of the President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer shall serve in the 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 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 Recording Secretary shall keep a record of all meetings of the Club and of the Board and of all votes taken by mail, and of all matters of which a record shall be ordered by the Club. He/she shall, keep a roll of the members of the Club with their addresses and telephone numbers, and carry out such other duties as are prescribed in these By-Laws.
- (d) The Corresponding Secretary 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. All mailings shall be by first-class mail and/or e-mail.
- (e) The Treasurer shall collect and receive all monies due or belonging to the Club. He/she shall deposit the same in the bank approved by the Board, in the name of the Club. His/her books shall at all times be open to inspection of the Board, and he/she shall report to them at every meeting on the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting he/she 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.

#### SECTION 5.2.1

The Parliamentarian shall be appointed by the Board of Directors in order to advise the President on matters of procedure,

#### SECTION 5.3

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 of 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 VI - THE CLUB YEAR, VOTING, NOMINATIONS, ELECTIONS**

### **SECTION 6.1**

**CLUB YEAR** – The Club’s fiscal year shall begin on the 1<sup>st</sup> day of January and end on the 31<sup>st</sup> 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. The elected Officers and Directors shall take office immediately upon the conclusion of the annual election and each retiring Officer shall turn over to his/her successor all properties and records relating to that office within 30 days after the election.

### **SECTION 6.2**

**VOTING** – At the annual meeting or at a special meeting of the Club voting shall be limited to those members in good standing who are present at the meeting.

### **SECTION 6.3**

**ANNUAL ELECTION** – The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The three nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected.

### **SECTION 6.4**

**NOMINATION AND BALLOTS** – No person may be a candidate in a Club election who has not been nominated in accordance with these By-Laws. A Nominating Committee shall be chosen by the Board of Directors before January 15<sup>th</sup>. The committee shall consist of three members in good standing, no more than one of whom may be a member of the current Board of Directors. The Board shall name a chairman for the Committee. The Nominating Committee may conduct its business by mail.

- (a) The Nominating Committee shall nominate from among the eligible members of the Club, one candidate for each office and for each other position on the Board of Directors and shall procure the acceptance of each nominee so chosen. The Committee shall then submit its slate of candidates to the Corresponding Secretary, who shall mail the list to each member of the Club on or before February 15<sup>th</sup>.
- (b) Additional nominations may be made at the March meeting by any member in attendance, provided that the person so nominated does not decline when his/her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his/her proposer shall present to the Recording Secretary a written statement **from** the proposed candidate signifying his/her 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 provided in this Section.

## **ARTICLE VII - COMMITTEES**

### SECTION 7.1

The Board may each year appoint standing committees to advance the work of the Club in such matters as dog shows, obedience trials, 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 7.2

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 VIII - DISCIPLINE**

### **SECTION 8.1**

**AMERICAN KENNEL CLUB SUSPENSION** – Any member who is suspended from privileges of the American Kennel Club automatically shall be suspended from this Club for a like period.

### **SECTION 8.2**

**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 specifications must be filed in duplicate with the Recording Secretary, together with a deposit of \$50.00 which shall be forfeited if such charges are not sustained by the Board following a hearing. The Recording 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 charge if proven might constitute conduct prejudicial to the best interest of the Club or of the Breed. It may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing to be held by no less than three of its members, not less than three weeks nor more than six weeks thereafter. The Recording 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 8.3**

**BOARD HEARING** – The Board shall have complete authority to decide whether counsel may attend the hearing, but after hearing all of the evidence and testimony in regards to the charges presented by complainant and defendant, the board, by two thirds of the vote may make its recommendation to the General Membership. The Board shall send out written notice, by first-class mail, to the General Membership 14 days prior to the pending vote of suspension or expulsion of the defendant.



## SECTION 8.4

EXPULSION AND SUSPENSION – Expulsion or suspension of a member from the Club may be accomplished only at a meeting of the Club following a hearing and upon recommendation of the Board as provided in Section 8.3 of this Article. The defendant or his/her representative shall have the privilege of appearing in the defendant's behalf though no evidence shall be taken at this meeting. The President shall read the charges and the finding and recommendations, and shall invite the defendant, if present, or his/her representative to speak in the defendant's behalf. The meeting shall then vote by secret ballot on the proposed expulsion or suspension. A vote of two thirds of those present and voting at the meeting shall be necessary for suspension or expulsion.

## ARTICLE IX - AMENDMENTS

### SECTION 9.1

Amendments to the Constitution and By-Laws may be proposed by the Board of Directors or by written petition addressed to the Corresponding Secretary signed by 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 a recommendation of the Board by the Corresponding Secretary for a vote within three months of the date when the petition was received by the Corresponding Secretary.

### SECTION 9.2

The Constitution and By-Laws may be amended by a two thirds 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 meeting.

## **ARTICLE X - DISSOLUTION**

### **SECTION 10.1**

The Club 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 Club other than for purposed 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 debt of the Club, its property and assets shall be given to a charitable organization for the benefit of dogs selected by the membership.

## **ARTICLE XI - ORDER OF BUSINESS**

### **SECTION 11.1**

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 THE LAST MEETING

REPORT OF THE PRESIDENT

REPORT OF THE RECORDING SECRETARY

REPORT OF THE CORRESPONDING SECRETARY

REPORT OF THE TREASURER

REPORT OF THE COMMITTEES

ELECTION OF OFFICERS AND BOARD (AT ANNUAL MEETING)

ELECTION OF NEW MEMBERS

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

## SECTION 11.2

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

READING OF THE MINUTES OF LAST MEETING  
REPORT OF RECORDING SECRETARY  
REPORT OF CORRESPONDING SECRETARY  
REPORT OF TREASURER  
REPORT OF COMMITTEES  
UNFINISHED BUSINESS  
ELECTION OF NEW MEMBERS  
NEW BUSINESS  
ADJOURNMENT

## ARTICLE XII – ROBERT’S RULES OF ORDER

Except as specifically provided in these By-Laws or in the Constitution of Garden State Akita Club, all matters of procedure shall be governed by ROBERTS’S RULES OF ORDER, NEWLY REVISED, as published by Scott Foreman and Co.

Revised 10/28/01

### ADDENDUM

#### AUGUST 8, 1993 MEETING - HUNTERDON HILLS KC

- A **motion** was made that all checks must be signed by the Treasurer and the President of GSAC. The motion passed.
- A **motion** was made that all disbursements for operation expenses need board approval if under \$100.00 and that anything over \$100.00 and any new expenses need general membership approval. The motion was passed.
- A **motion** was made to elect a Membership Chairman to bring potential new members to the meeting where the club could vote on their membership application. The motion passed.