



TRINITY VALLEY CAIRN TERRIER CLUB

CONSTITUTION

ARTICLE I Name and Objectives

- Section 1. The name of the Club shall be TRINITY VALLEY CAIRN TERRIER CLUB.
- Section 2. The objectives of the Club shall be:
- (a) to encourage and promote quality in the breeding of pure-bred Cairn Terriers 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 Cairn Terrier 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 trials, tracking tests, and performance events;
 - (d) to conduct sanctioned and licensed specialty shows, obedience trials, and performance events under the rules 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 individuals.
- 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.

BYLAWS

ARTICLE I Membership

- Section 1. *Eligibility.* There shall be three (3) types of membership open to all persons eighteen (18) years of age and older, also Junior membership open to ages ten through seventeen (10-17), and two (2) additional membership types to be used at the discretion of the Club, who are in good standing with The American Kennel Club and who subscribe to the purposes of both Clubs.

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.

- (a) *Regular Membership* – open to all persons eighteen (18) years of age and older, paying annual dues and having all privileges of Club membership.
- (b) *Household Membership* – consisting of two (2) persons, eighteen (18) years of age and older, residing in the same household, paying annual dues for one Regular Membership. This membership shall be entitled to one vote per household at Club meetings and have all the

privileges of Regular Membership. Each may become a Regular Member by payment of the appropriate dues.

- (c) *Associate Membership* – shall consist of one (1) or two (2) persons residing in the same household and paying annual dues at one-half (1/2) the rate for Regular Membership. This type of membership is available to any person who wishes to support the Club, or to persons who reside outside the Dallas-Ft. Worth area. Associate members may choose Regular Membership upon payment of the appropriate dues.
- (d) *Junior Membership* – open to all persons ten through seventeen (10-17) years of age, paying annual dues at one-half (1/2) the rate for Regular Membership. This type of membership shall have all the privileges of Regular Membership, except the right to vote at Club meetings, hold office or serve on the Nominating Committee. At age eighteen (18) Junior members are eligible for Regular Membership.
- (e) *Life Membership* – paying no annual dues, with all the privileges of Regular Membership. To be awarded under special circumstances as determined by a majority vote of the Board.
- (f) *Honorary Membership* – paying no annual dues and has no voting privileges. To be awarded under special circumstances as determined by a majority vote of the Board. An Honorary Member may at any time, pay the Regular Membership dues and become a voting, Honorary Member.

Section 2. *Dues.* Dues shall be determined by the Board, with the approval of the membership, on a yearly basis and shall be payable on or before the first (1st) day of February of each year. Membership dues shall not exceed \$50.00 per year. No member may 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 for membership shall apply on a form as approved by the Board 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 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 Secretary and each application is to be read at the first meeting of the Club following their 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 at that meeting shall be required to elect the applicant.

Applicants for membership who have been rejected by the Club may not reapply 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 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 thirty (30) days after the first day of the fiscal year; however, the Board may grant an additional thirty (30) days of grace to each delinquent member 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 by Article VI of the Bylaws.

ARTICLE II

Meetings and Voting

- Section 1. *Club Meetings.* Meetings of the Club shall be held each month within the Dallas-Ft. Worth area in the months of January, February, March, April, May, June, August, September, October, and November in each year, at such hour and place as may be designated by the Board. The Secretary shall mail written notice of each meeting at least ten (10) days prior to the date of the meeting. The quorum for such meetings shall be twenty percent (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, 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 Dallas-Ft. Worth area at such place, date, and hour as may be designated by the person or person authorized herein to call such meetings. Written notice of such a meeting 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, and no other Club business may be transacted thereat. The quorum for such a meeting shall be twenty percent (20%) of the members in good standing.
- Section 3. *Board Meetings.* Meetings of the Board shall be held within the greater Dallas-Ft. Worth area during the months of January, February, March, April, May, June, August, September, October and November, at such hour and place as may be designated by the Board. Written notice of each such meeting shall be mailed by the Secretary at least five (5) 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 may be called by the President, and shall be called by the Secretary upon receipt of a written request signed by at least three (3) members of the Board. Such special meetings shall be held within the greater Dallas-Ft. Worth area at such place, date, and hour as may be designated by the person authorized herein to call such meeting. The Secretary shall mail written notice of such meeting 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 a meeting shall be a majority of the Board.
- Section 5. *Voting.* Each member in good standing whose dues are paid for the current fiscal year shall be entitled to one (1) vote at any meeting of the Club at which he/she is present. Proxy voting will not be permitted at any Club meeting or election.

ARTICLE III

Directors and Officers

- Section 1. *Board of Directors.* The Board shall be comprised of the officers 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.

- 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 the 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 and shall have any other duties assigned by the Board.
 - (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; shall have charge of the correspondence, notify members of meetings, notify new members of the 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 or assigned by the Board.
 - (d) The Treasurer shall collect and receive all moneys due or belonging to the Club. Moneys shall be deposited in a bank designated by the Board, in name of the Trinity Valley Cairn Terrier 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 on accounting shall be rendered of all moneys received and expended during the previous fiscal year. The Treasurer may be bonded in such amount as the Board shall determine.
 - (e) The office 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) persons.

- Section 3. *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 the Vice President shall be filled by the Board.

ARTICLE IV

The Club Year, Annual Meeting, Elections

- Section 1. *Club Year.* The Club's fiscal year shall begin on the 1st day of February and end on the 31st day of January.
- Section 2. *Annual Meeting.* The annual meeting shall be held in the month of January at which Officers and Directors for the ensuing year shall be elected by ballot from among those nominated in accordance with Section 4 of this Article. They shall take office immediately upon the conclusion of the meeting 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. *Election.* The nominated candidate receiving the greatest number of votes for each office 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 September, the Board shall select a Nominating Committee consisting of three (3) members and two (2) alternates, not more than one (1) of who 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 that shall be held on or before October 10th. The Nominating Committee may conduct its business by mail or telephone.
- (a) The Committee shall nominate one (1) candidate for each office and five (5) candidates for the five (5) other positions for 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 in turn, notify each member in writing, of the Nominating Committee's slate at least ten (10) days prior to the November meeting.
 - (c) Additional nominations may be made at the November 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 nor in any manner other than as provided in this Section.

ARTICLE V Committees

- Section 1. 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), 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. 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 Club for a like period.
- Section 2. *Charges.* Any member may prefer charges against a member for alleged misconduct prejudicial to the best interest of the Club or the 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 following a hearing by the Board 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 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 three (3) weeks or more than six (6) weeks thereafter. The Secretary shall promptly send one (1) 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, 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, their 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 this Article. Such proceedings may occur at a regular or 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 on his own behalf, though no evidence shall be taken at the meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak on his own behalf if he wishes. The members shall then vote by secret written 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 or by written petition addressed to the Secretary signed by twenty percent (20%) 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 recommendations of the Board by the Secretary for a vote within three (3) months of the date when the Secretary receives the petition.

Section 2. The Constitution and Bylaws may be amended by a two-thirds (2/3) 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.

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 members. In the event of the dissolution of the Club, other than for the purposes of reorganization, whether voluntary or involuntary or by operations of law, none of the property of the Club shall be distributed to any members of the Club. After payment of the debts of the Club, its property and assets shall be given to charitable organization for the benefit of dogs selected by the Board.

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
Reading of minutes of the last meeting
Report of President
Report of Secretary
Report of Treasurer
Reports 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 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 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.

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