

## **CONSTITUTION AND BY-LAWS OF THE KOKOMO KENNEL CLUB, INC.**

**SECTION I:** The name of this organization, incorporated under the laws of the state of Indiana, is the Kokomo Kennel Club, Inc.

**SECTION II:** The objects of this Club shall be:

- a. to further create, promote and maintain an interest in all breeds of pure-bred dogs.
- b. to facilitate the breeding of pure-bred dogs.
- c. to lend aid and encouragement to the inexperienced owners of pure-bred dogs.
- d. to sponsor and support legislation promoting the betterment of the dog.
- e. to sponsor and promote sanctioned matches, dog shows and obedience trials under the rules of the American Kennel Club.

**SECTION III:** The Club shall not be conducted or operated for profit and no part of any profits or remainder of residue from dues or donation to the club shall inure to the benefit of any member or individual.

### **BY -LAWS**

#### **ARTICLE I - MEMBERSHIP**

**SECTION I: ELIGIBILITY** There shall be three (3) types of membership open to persons eighteen years of age and older who are in good standing with the American Kennel Club and who subscribe 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 exhibitor in the area of Kokomo, Indiana and the immediate surrounding areas.

### **BY-LAWS**

#### **ARTICLE I - MEMBERSHIP**

##### **SECTION II: TYPES OF MEMBERSHIP**

A. Regular Member: person who pays dues, may attend all club functions, and meets the criteria for a member in good standing as adopted by the Kokomo Kennel Club, which entitles him to Vote and be elected to the Board of Directors.

B. Member: person who pays dues, may attend all club function, but does not meet the criteria for a member in good standing, as adopted by the Kokomo Kennel Club, which does not entitle him to vote or be elected to the Board of Directors.

C. Honorary Member: shall be by invitation of the Kokomo Kennel Club, with the permission of said person, to anyone who has contributed to the benefit of the Kokomo Kennel Club. There will be no dues or voting privileges. Member cannot

be elected to the Board of Directors.

### **SECTION III: APPLICATION SUBMITTAL**

Each applicant for membership shall attend two (2) meetings of the club and at the second meeting may if he or she wishes turn in an application on a form approved by the Board of Directors, which shall provide that the applicant agrees to abide by the Constitution and By-Laws and the rules of the American Kennel Club and those of the Kokomo Kennel Club.

The application shall state the name and address and occupation of the applicant and the breed or breeds of dogs which they are interested in.

The application shall carry the endorsement of two (2) members:

Accompanying the application, the prospective member shall submit dues payment for the current year.

### **SECTION IV: APPLICATION ACCEPTANCE**

All applications are to be filed with the Secretary and then read and voted on at the next regular meeting. The candidate shall not be in attendance at this meeting.

## **BY-LAWS**

### **ARTICLE II MEETINGS AND VOTING**

The quorum for such meeting shall be twenty percent (20%) of the members in good standing.

### **SECTION II: 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 members of the Club who are in good standing. Such special meetings shall be held in (or within 30 miles) of the city of Kokomo, Indiana and at such an hour and place as may be designated by the person or persons authorized to call such meeting, and said notice of such 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 meeting shall be twenty percent (20%) of the membership in good standing.

### **SECTION III: BOARD MEETINGS**

At least two (2) meetings of the Board of Directors shall be held in (or within 30 miles) of Kokomo, Indiana in each year, at such hour and place as may be designated by the Board of Directors.

Written notice of such meeting shall be mailed by the Secretary at least five (5) days prior to the date of the meeting. The quorum for such meeting shall be a

majority of the Board.

**SECTION IV: SPECIAL BOARD MEETINGS** Special meetings of the Board of Directors may be called by the President of the Club or by the Secretary upon written request signed by a least two (2) members of the Board. Such special meetings shall be held in (or within 30 miles) of the city of Kokomo, Indiana and at such hour and place as may be designated by the person authorized herein to call such meeting. Written notice of such meetings shall be mailed by the Secretary at least five (5) days prior to the date of the meeting or telegraphic notice shall be filed at least three (3) days and not more than five (5) days prior to the date of the meeting and no other business shall be transacted thereat. The quorum for such a meeting shall be four (4).

## **BY-LAWS**

### **ARTICLE II MEETINGS AND VOTING**

**SECTION V: VOTING** each regular member in good standing whose dues are paid for the current year shall be entitled to one vote at any meeting of the Club which he is present. Proxy voting will not be permitted at any Club meeting or election.

### **ARTICLE III DIRECTORS AND OFFICERS**

#### **SECTION I: BOARD OF DIRECTORS**

The Board of Directors shall be comprised of the President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, and two (2) other persons all of who shall be members in good standing and all of whom shall be elected for one-year terms at the Club's annual meeting as proved 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 II: OFFICERS**

The Club's officers, consisting of the President, 1st Vice President, 2nd Vice President, Secretary, Treasurer and two (2) Directors 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 By-Laws.

B. The 1st Vice President shall have the powers and exercise the duties of the President in the event of the President's death, absence, or incapacity.

C. The 2nd Vice President duties shall be the same as the 1st Vice President and he shall function in the event of the incapacity of both the President and the 1st Vice President

D. 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. He shall have charge of its 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 this Constitution and By-Laws.

E. The Treasurer shall collect and receive all monies due or belonging to the Club and receipt there of. 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 for 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 and account of all monies received and expenditures during the previous fiscal year. All checks shall be signed by the Treasurer and countersigned by either the President or the Secretary. A committee of four (4) appointed by the President shall audit the books in the month of December before the Annual Meeting. The Treasurer shall be bonded. The Amount of such bond will be determined by the Board of Directors. The bonding fee will be paid out of the Club treasury.

### **SECTION III: VACANCIES**

Any vacancies occurring on the Board or among the officers during the year shall be filled for the unexpired term of the office by a majority vote of all the then members of the Board at its first Meeting called for that purpose; except that vacancy in the office of President shall be filled automatically by 1 st Vice President and the resulting vacancy in the office of 1 st Vice President shall be filled by the 2nd Vice President and the resulting vacancy in the office of 2nd Vice President shall be filled by the Board.

## **ARTICLE IV - THE CLUB YEAR, ANNUAL MEETING, ELECTION**

### **SECTION I: CLUB YEAR**

The Club's fiscal year shall begin on the 1st day of January and end on the 31 st 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 Annual Meeting.

## **ARTICLE IV THE CLUB YEAR, ANNUAL MEETING, ELECTIONS**

**SECTION II: 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, written ballot from among those nominated in accordance with Section IV of this Article. They shall take office immediately upon the conclusion of the election and each retiring officer shall turn over to his successor in office all the properties and records relating to that office within thirty (3) days after election.

**SECTION III: ELECTIONS** The nominated candidate receiving the greatest number of votes for each office shall be declared elected. Elections shall be held

at the Annual Meeting in December of each year.

**SECTION IV: NOMINATIONS** Nominees for office shall have been regular members in good standing and a member of the Club for a least one (1) year. No person may be a candidate in a Club election who has not been nominated. Nomination for all officers shall be made from the floor and elected at the annual meeting. Candidates for the office of President must have served on the "Board of Directors" for one (1) year.

## **ARTICLE V - COMMITTEES**

**SECTION I:** The Board may each year appoint standing committees to advance the work of the Club in such matters as dog show, 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 II:** 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 I: THE 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 II: CHARGES** Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club. 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 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) weeks or 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 own defense and bring witnesses if he wishes.

**SECTION III: 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 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 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 IV: EXPULSION** Expulsion of a member from the Club may be accomplished only at a meeting of the Club following at 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 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, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The meeting shall then vote by secret written ballot on the proposed expulsion. At a 2/3 vote of those present and voting at this meeting shall be necessary for expulsion. If expulsion is not so voted, the Board's suspension shall stand.

## **ARTICLE VII - ORDER OF BUSINESS**

**SECTION I:** The following order of business shall be observed in all regular business meetings:

- Roll Call of Members
- Minutes of Last Meeting Treasurer's Report
- Report of Officers
- Unfinished Business
- Report of Committees
- New Business
- Election of Officers (Annual Meeting)
- Election of New Members
- Entertainment or Address, if any
- Adjournment

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

- Reading of Minutes of Last Meeting Report of Secretary

- Report of Treasurer
- Report of Committees
- Unfinished Business
- New Business
- Adjournment

## **ARTICLE VIII - PARLIAMENTARY AUTHORITY**

**SECTION I:** Rules contained in "Robert Rules of Order Revised" shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these By-Laws.

## **ARTICLE IX - AMENDMENTS TO CONSTITUTION AND BY -LAWS**

**SECTION I:** 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 percent (200/0) of the membership in good standing. Amendments proposed by such petition shall be submitted to the members with recommendation of the Board by the Secretary for vote within three (3) months of the date when the petition was received by the Secretary.

**SECTION II:** The constitution and by-laws may be amended by at a 2/3 vote of the members present and voting at a any regular or special meeting called for the purpose, provided the proposed amendments have been included in at a notice of the meeting and mailed to each member at least two (2) weeks prior to the date of the meeting.

## **ARTICLE X - DISSOLUTION**

**SECTION I:** Should it become necessary to dissolve the Club it must be done so by the written consent of not less than two-thirds 2/3 of the membership. After payment of all the debts of the Club, its remaining property and assets shall be divided equally and donated to local organization of the Leader Dog School for the Blind and Dog Owners Association, The Dog Fanciers Fund, Purdue University Scholarship, Howard Co. Canine Fund, AKC Canine Health Foundation..

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