

**Midwest Labrador Retriever Club Of Iowa
Constitution and Bylaws
APPROVED January 23, 2016**

Constitution

Article I

Name and Objectives

Section 1. The name of the club shall be Midwest Labrador Retriever Club of Iowa (MWLRC).

Section 2. The objectives of the club shall be:

(a) to encourage and promote quality in the breeding of purebred Labrador Retrievers 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 Labrador Retrievers shall be judged;

(c) to do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at conformation events, obedience trials, agility trials, field trials, and hunt tests;

(d) to conduct, sponsor, and encourage on behalf of the Labrador Retriever breed events including conformation events, obedience trials, agility trials, field trials, hunt tests, and any other event for which the club is eligible 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.

BYLAWS

Article I Membership

Section 1. Eligibility

Membership shall be open to all persons who are eighteen years of age or 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 exhibitors in its immediate area.

Membership types are defined as follows:

Regular (Individual) — Enjoys all club privileges including the right to vote and hold office.

Household — Two (2) adult members residing in the same household, each eligible to vote and hold office.

Associate or Newsletter — Entitled to all club privileges except voting and office holding (offered to individuals who live outside of the club's area; also offered to individuals who live in the club's area but are not active).

Junior — Open to children under 18 years of age; a non-voting/non office holding membership which may automatically convert to regular membership at age 18.

Honorary — An individual who has made significant contributions to the Sport, Breed or the Club; honorary members pay no dues and are not eligible to vote, but can maintain regular (or household) membership if they pay dues.

Life — For those individuals who have been members for a long period of time (usually 20+ years); Life members pay no dues but are eligible to vote and hold office.

Section 2. Dues

Membership dues shall be payable on or before the first day of January each year, and no later than March 31st. No member may vote whose dues are not paid for the current year. During the month of December the Treasurer shall send to each member a statement of dues for the ensuing year. Failure to submit dues on the concurrent date would result in

revocation of membership. Dues will be determined by the Board of Directors annually. Maximum dues for Regular member's shall not exceed \$50 per year.

Section 3. Election to Membership

Each applicant shall apply on a form approved by the Board of Directors and which shall provide that the applicant agrees to abide by this constitution and bylaws and the rules of the American Kennel Club. The application shall state the name, address, and occupation of the applicant and shall carry the endorsement of two members in good standing.

All applications are to be filed with the Corresponding Secretary and each application is to be read at the first meeting of the club following its receipt. At the next club meeting/event the application will be voted upon and affirmative votes of 2/3 of the members present and voting shall be required to elect the applicant.

The Corresponding Secretary is responsible for maintaining all applications forms, names and addresses of members. Applicants for membership rejected by the club 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 club upon written notice to the Corresponding Secretary; but no member may resign when in debt to the club. Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation.

(b) *By lapsing.* A membership will be considered 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 60 days grace to such delinquent members 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 the last meeting.

(c) *By expulsion.* A membership may be terminated by expulsion as provided in Article VII of these bylaws.

Article II
Meetings and Voting
Section 1. Club Meetings

Meetings of the club shall be held six (6) times a year within the greater Anita area. Formal written notice of such meeting shall be provided and distributed by the Corresponding Secretary at least 10 days prior to the date of the meeting. The quorum for such meetings shall be a minimum of 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 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 within the Greater Anita area 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 five days and not more than 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.

Section 3. Board Meetings

Meetings of the Board of Directors shall be held at least six (6) times a year or via telephone conference or via video conference at such hour and place as may be designated by the board. Formal written notice of each such meeting shall be sent via USPS or email by the Corresponding Secretary at least five days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the board. Location of meetings in the greater Anita, IA area.

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 at such place, date, and hour as may be designated by the person authorized herein to call such meeting. Formal written notice of such meeting shall be distributed by the Secretary at least five days and not more than 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. The 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 year shall be entitled to one 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 & Officers

Section 1. Board of Directors

The Board shall be comprised of the officers (President, Vice-President, Recording Secretary, Corresponding Secretary and Treasurer) and 2 Board Members, 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 of Directors.

Only individuals with memberships are eligible to serve as Officers or Board Members.

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) President: The President shall preside at all meetings of the Club and the Board and shall have the duties and powers normally appurtenant to the office of President in addition to those specified in these bylaws.

(b) Vice President: The Vice President shall have the duties and exercise the power of the President in case of the President's death, absence or incapacity.

(c) Recording Secretary: The Recording Secretary shall keep a record of all meetings of the club and of the Board, keep a roll of the club with their addresses, which shall be sent to any members in good standing upon written request, not more than once every club year, and of all matters of which a record shall be ordered by the club.

(d) Corresponding Secretary: The Corresponding Secretary have charge of the correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, and carry out such other duties as are prescribed in these laws.

(e) Treasurer: 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 the name of the club. The books shall at all times be open to inspection by the board and a report shall be given 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 an accounting shall be rendered of all moneys received and expended during the previous fiscal year. The Treasurer shall keep a roll of members of the club with their addresses, which shall be sent to any member in good standing, upon written request, not more than once every club year and be bonded in such amount as the Board of Directors shall determine.

(f) The offices of Corresponding & Recording Secretary may be held by the same person, in which case the board shall be comprised of 6 persons.

Section 3. Vacancy

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 the 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 Club's official year shall begin on the 1st day of January and end on the last day in December.

Section 2. Annual Meeting

The annual meeting shall be held in December 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 immediately upon the conclusion of the election 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 for office receiving the greatest number of votes for that office shall be declared elected. The 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. The board shall select a Nominating Committee in September consisting of three members and two alternates, not more than one of whom may be a member of the board. No person may be a candidate in a club election who has not been nominated. 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 by October 1st.

(a) The committee shall nominate one candidate for each office and position on the board and, after securing the consent of each person so nominated, shall immediately report their nominations to the Corresponding Secretary in writing.

(b) Upon receipt of the Nominating Committee's report, the Corresponding Secretary shall, at least two weeks before the November meeting notify each member in writing of the candidates so nominated.

(c) Additional nominations may be made by any member in attendance during the November meeting 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 person.

(d) Nominations cannot be made during the annual meeting or 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, performance events, trophies, annual prizes, membership and other fields, which may 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.

Section 3. Committees are automatically terminated after fulfillment of their specific duties. Committees must report to, and seek Board approval on any aspect that affects either the Club's finances or reputation.

Section 4. In the event that no club member is willing to serve as Chairman for an event, the Board of Directors has the authority of cancel the event.

Section 5. Judges Selection

In an event that requires judges, a Judges Selection Committee will be established. Written notification must be made to the membership at least 14 days prior to the Judges Selection meeting, inviting all interested members to participate. Judges selection committees will establish a list of judges for each event at least 6 months prior to the event and ideally 24 months in advance. The proposed judging panel must be submitted and approved by the Board of Directors prior to contacting the panel and offering a judging assignment. Consideration should be given to the quality and credibility of each judge as well as the financial impact of the event to the Club.

Article VI Discipline

Section 1. American Kennel Club Suspension

Any member who is suspended from any of 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 interests of the Club or the 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 which would be 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 weeks nor more than six weeks thereafter. The Secretary shall promptly send one copy of the charges and the specifications 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 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 majority vote of those present, reprimand or suspend the defendant from all privileges of the Club for not more than 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/her fellow members at the ensuing club 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 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 the Article. Such proceedings may occur at a regular or special meeting of the club 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 findings and recommendations. And shall invite the defendant, if present, to speak in his/her own behalf if he/she wishes. The membership shall then vote by secret ballot on the proposed expulsion. A 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 of Directors or by written petition addressed to the Recording 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 3 months of the date when the petition was received by the Secretary.

Section 2. The constitution and bylaws may be amended by a 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 mailed to each member at least 2 weeks prior to the date of the meeting

Article IX Dissolution

Section 1. The Club may be dissolved at any time by the written consent of not less than 2/3 of the members in good standing. In the event of the dissolution of the Club other than for purposes of reorganization whether voluntary or involuntary or by operation of the 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 a charitable organization for the benefit of dogs selected by the Board of Directors.

Article X 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 the last meeting

Report of President

Report of Secretary

Report of Treasurer

Reports of Committees

Election of Officers and Board (at annual meeting)

Reading of membership applications

Election of new members

Unfinished business

New business

Adjournment

Section 2. At meetings of the Board, the order of business unless otherwise directed by the 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 XI 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