



Italian Greyhound Club of Canada

Club du Petit Lévrier Italien du Canada

CONSTITUTION & BY-LAWS

1. NAME

1.1 The name of the Club shall be Italian Greyhound Club of Canada.

1.2 The operations of this Club will be carried out in Canada.

2. OBJECTIVES

2.1 The objectives of the Club shall be:

a). To encourage and promote quality in the breeding of purebred Italian Greyhounds and to bring their natural qualities to perfection;

b). To encourage the organization of independent local Italian Greyhound Specialty Clubs in those localities where there are sufficient fanciers of the breed to meet the requirements of The Canadian Kennel Club.

c). To urge members and breeders to accept the standard of the breed as approved by The Canadian Kennel Club as the premier standard of excellence;

d). To do all in its power to protect and advance the interest of the breed and to encourage sportsmanlike competition at conformation shows, Performance Events and all other CKC sanctioned events.

e). To conduct sanctioned and approved events (Sanction Matches, Boosters, Specialty Shows and Sweepstakes) under the rules of the Canadian Kennel Club and to abide by the principles of The Canadian Kennel Club Code of Ethics;

f). The Club shall be operated on a non-profit basis. Any resulting surplus shall not be used to the benefit of any member of the Club.

g). The voting 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.

3. MEMBERSHIP

3.1 Membership Year

Membership in the Club shall be based on the calendar year.

3.2 Eligibility

Membership in the Club is open to any person interested in the Italian Greyhound.

3.3 Types of Membership

There shall be 4 types of membership as follows:

Regular Membership

Family membership

Associate - Out of country members, Children under 18 (No vote)

Honorary - Non Member with significant contributions- voted on by Board

Life Member- Member in good standing who has made significant contributions to our club (ie chaired specialties, has gone above and beyond to support our club etc) and has been a member for over 20 years. This person may be nominated by club members in good standing with a list of reasons they feel this person should be a Life Member. This nomination will be voted on by the board. Being a long time member does not qualify as a life member on its own.

3.4 DUES

Membership dues shall be:

Regular Membership	\$25.00
Family membership	\$30.00
Associate Membership	\$20.00
Honorary Membership	\$00.00

Membership dues shall be payable by on or before December 1st of each year. Dues paid by a new Member elected after the ninth month of the fiscal year shall be applicable to the following year. Dues may be changed on recommendation of the Board subject to approval at the Annual General Meeting.

During the month of November, the Secretary Treasurer shall notify each member that the dues for the ensuing year are payable.

3.5 Application for Membership

Each applicant for membership shall apply on the approved Membership Application Form as approved by the Executive and which shall provide that the applicant agrees to abide by this constitution and by-laws and the Membership Policy and Code of Ethics of the Club. The application shall state the name and address of the applicant and it shall carry the endorsement of one member. Accompanying the application, the prospective member shall submit dues payment for the coming year. If the application is rejected, the dues will be returned to applicant.

3.6 Approval of Membership

Applicants will be approved by the Board which has the power to reject. If approved by the board, the applicant's name will be sent out to the general membership for comment. Any opposition must be in writing to the secretary within two weeks of notice of application and signed by a member in good standing. This will

be discussed by the board and will be voted on by the general membership via electronic means, unless on the agenda at the AGM

3.7 Rejection of Membership

Any applicant who has been rejected may appeal at an Annual General Meeting by submitting their defense in writing at least 30 days prior to the meeting, and be allowed to speak at the meeting if present. The majority decision at the AGM will be final. Any applicant who has been rejected must be provided in writing, a reason for such rejection.

3.8 Termination of Membership

Memberships may be terminated as follows:

- 1). Resignation. Any member in good standing may resign from the Club upon providing written notice to the Secretary, for approval by the Board. The President will write to the member acknowledging their resignation.
- 2). Lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 60 days after December 1.
- 3). Expulsion. A membership may be terminated by expulsion as provided in Section 11 of these by-laws.

3.9 Voting Privileges

An individual must be a member for one full year prior to being granted voting privileges. All members, except Associate Members, shall have a vote at all General Meetings and any mail or electronic vote. Associate members shall enjoy the privileges of the Club and may attend meetings, but shall have no vote.

4. GENERAL MEETINGS

4.1 The Annual General Meeting

The Annual General Meeting of the Club shall be held at a time and place to be decided at the previous Annual Meeting if a majority of members are present or suggestions may be submitted to the Board. Such suggestions must be received no later than 30 days prior to the Annual General Meeting in any year. The Secretary shall mail written notice of the Annual Meeting to each member at least 60 days prior to the date of the meeting.

The quorum for the Annual Meeting shall be one fifth of the current members in good standing with the Club. The number of members necessary to form a quorum is further governed by a minimum of eight members for a General Meeting and three members for a Committee Meeting. Should no quorum be present, a meeting may proceed but no action by such meeting is valid until the minutes are circulated to all eligible Members and a majority affirmative vote is received by mail/ or electronically. The Secretary shall retain mail votes for one year.

4.2. Special General Club Meetings

a). The Board may call a special general meeting of the Club at any time by providing two weeks written notice to the membership. The notice of the meeting shall state the purpose of the meeting and no other Club business may be transacted. The quorum for such a meeting shall be twenty-five percent of the members in good standing.

b). The Board is obligated to call a special general meeting upon the Secretary receiving formal request. Such request must be signed by at least two of the members in good standing.

4.3 Board Meetings

The first meeting of the Board shall be held immediately following the election of the Board. Other meetings of the Board of Directors shall be held at such times and places as are agreed to by a majority vote of the Board. The Secretary shall mail written notice of such meetings to each member of the Board at least 30 days prior to the date of the meeting.

a). The quorum for a Board meeting shall be a majority of the Board voting in person or by mail or electronically.

b). The Board of Directors may conduct its business by mail or electronic means. The Secretary shall conduct such meetings.

5. BOARD OF DIRECTORS

5.1 The Board

The Board of Directors shall be comprised of the Officers (President, Vice President, Secretary and Treasurer) who are residents of Canada plus a minimum of four (4) Directors representing a minimum of four (4) of the six (6) regions across Canada. All must be members in good standing of the club. No more than three (3) Directors may be elected from any one region and Directors must reside in the region they represent. Directors must be elected by a general membership vote. They shall be elected for a period of 2 years and shall serve until their successors are elected. General management of the Club's affairs shall be entrusted to the Board of Directors.

5.2 Officers

The officers of the club shall be the President, Vice President, Secretary and Treasurer. All must be residents of Canada and members in good standing of The Canadian Kennel Club. The offices of Secretary and Treasurer may be combined.

a) The President shall chair all Board and General meetings of the Club and shall have such duties and responsibilities as specified in these by-laws.

b) The Vice President shall assume the duties and exercise the responsibilities of the President upon the direction of the President or in such case, as the President is unable to carry out the duties and responsibilities of the President.

c) The Secretary shall keep a record of all Board and General meetings of the Club and of all votes taken in the order of business. The Secretary shall receive and send correspondence on behalf of the club to notify members of meetings, notify new members of their approval of membership, notify Officers and Directors of their election to office, keep a roll of the current members of the Club complete with addresses and telephone numbers and carry out such other duties as are prescribed in these by-laws.

d) The Treasurer shall collect and receive all revenues of the Club and shall deposit same in a Club bank account as approved by the Board, in the name of the Club. The books of the Club shall be open to inspection by the Board at any time and a financial report shall be provided at every meeting of the Board

and every Annual General Meeting of the club. The financial records of the Club shall be the property of the Club.

5.3 Vacancies

Should a vacancy occur on the Board, the Board may appoint a member of the Club to fill the vacancy. Should a vacancy occur in the office of President, such vacancy shall be filled automatically by the Vice President and the resulting vacancy in the office of Vice President shall be filled by a majority vote of the Board.

5.4 Terms of Office

The elected Officers and Directors shall take office on January 1st of the year following the election. Each of the former Board members shall turn over to his successor in office, all properties and records relating to that office by January 1st of the new term.

6. CLUB YEAR

The Club's fiscal year shall begin on the 1st day of December and end on the 31st day of November.

7. FINANCES

7.1 Bank Account

A Club must have a separate and independent bank account in the name of the club and all cheques drawn from the Club account must have the signature of a minimum of two Officers.

7.2 Signing Officers

The Signing Officers of the account will be the Secretary and the Treasurer if the roles remain separate and distinct. If the Secretary and Treasurer roles are combined then the Secretary/Treasurer and the President will have signing authority.

8. VOTING

At the Annual General meeting or at a Special General meeting of the Club, voting shall be limited to those members in good standing who are present at the meeting, except for the bi-annual election of Officers and Directors and amendments to the constitution and by-laws (and standard for breed) which shall be decided by written ballot. Voting by proxy shall not be permitted. The Board of Directors may decide to submit other specific questions for decision of the members by written ballot. Non-residents and children under 18 yrs of age are ineligible to vote. (Associate Members)

9. ELECTIONS

9.1 Ballots

The Election of Officers and Directors shall be conducted by secret ballot. Ballots to be valid must be received by the Secretary (or an independent individual or firm designated by the Board). Ballots shall be counted (at the meeting)/(before the meeting) by three inspectors of election who are members in good standing and neither members of the current Board nor candidates on the ballot and who shall be chosen (in advance by the Board)/(by the members present at the meeting). (Provided, however, that the Board may designate an independent professional firm to send, receive and count the ballots). The person receiving the largest number of votes from each position shall be declared elected. If any nominee is unable to serve for any reason, such nominee shall not be elected and the vacancy so created shall be filled by the new Board of Directors in the manner provided by Section 5.3.

- a) Officers – The Officers of the Club shall be elected by the members of the Club;
- b) Directors – The Directors of the club shall reside in the region, which they are representing, and shall be elected by the members of the Club.

9.2 Nominations

- a) 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 Executive before September 15th. The Committee shall consist of three members from different areas of Canada, and two alternates, all members in good standing, no more than one of whom may be a member of the current Board of Directors. The Executive shall name a Chairman for the Committee. The Nominating Committee may conduct its business by mail or electronically. .
- b) 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. Candidates shall not be nominated for more than one office or position. The Committee shall then submit its slate of candidates to the Secretary, along with the candidates' letters of acceptance, who shall mail the list, including the full name of each candidate and the name of the province and region in which he resides, to each member of the Club on or before October 15th), so that additional nominations may be made by the voting members if they so desire.
- c) Additional nomination of eligible members may be made by written petition addressed to the Secretary and received at his/her regular address on or before October 31st), signed by 2 members and accompanied by the written acceptance of each such additional nominee signifying his willingness to be a candidate.
- d) If no valid additional nominations are received by the Secretary on or before October 31st), the Nominating Committee's slate shall be declared elected and no balloting will be required.
- e) If one or more valid additional nominations are received by the Secretary on or before October 31st, he/she (or an independent individual or firm designated by the Board) shall, or before Nov.1st., mail to each member in good standing a ballot listing all of the nominees for each position in alphabetical order, with the names of the province or region in which they reside, together with a blank envelope and a return envelope addressed to the Secretary (or an independent individual or firm designated by the Board) marked "Ballot" and bearing the name of the member to whom it was sent. So that the ballots may remain secret, each voter, after making his ballot, shall seal it in the blank envelope which in turn shall be placed in the second envelope addressed to the Secretary (or an independent individual or firm designated by the Board). The inspectors of election (or an independent individual or firm designated by the Board) shall check the returns against the list of eligible voting members whose dues are paid for the current year prior to opening the outer envelopes and removing the blank envelope, and shall certify the eligibility of the voters as well as the results of the voting which shall be announced (at the Annual Meeting or by written notification to all members). This process may also be carried out electronically using an online voting program which allows secret ballots.
- f) Nominations cannot be made at the Annual Meeting or in any manner other than as provided above.

10. COMMITTEES

10.1 Standing Committees

The Board may each year appoint standing committees to advance the work of the Club in such matters as Conformation shows, (field trials), (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. Ad hoc committees may from time to time be appointed by the Board to aid the Board with specific projects.

10.2 Committee Appointments

Any committee appointment may be terminated by a majority vote of the Board upon written notice being sent to the appointee, and the Board may appoint a successor to the person whose services have been terminated.

11. DISCIPLINE

11.1 Canadian Kennel Club Suspension

Any member who is suspended, debarred, expelled or deprived of privileges from the privileges of The Canadian Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

11.2 Complaints

a) Any member may lay a complaint against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written complaints containing details of the alleged misconduct must be filed in duplicate with the Secretary together with a deposit of \$50.00 which shall be forfeited if the defendant is found guilty at a hearing of the Board or of a committee duly appointed by the Executive for this purpose.

b) The Secretary upon receiving such a complaint, within 30 days shall forward a copy of the complaint, along with a notice of hearing to the defendant, the complainant and each member of the Board or appointed committee.

c) The hearing date shall be set no later than 90 days from date of receipt of the complaint. If the Board holds the hearing, a minimum of four (4) members of the Board must be present. In the event that a Committee holds the hearing, at least a majority of the appointed committee shall be present. Should a complaint be laid against the Secretary, then the President shall act in accordance with these by-laws.

11.3 Hearing

The Board or appointed Committee shall ensure that both the complainant and the defendant are treated fairly and in accordance with the rules of natural justice. Should the complaint be sustained after hearing all the evidence and testimony presented by the complainant and defendant, the Board or Committee may by a majority vote of those present, impose an appropriate penalty. The Secretary shall then notify each of the parties of the decision within 30 days of the decision.

11.4 Expulsion

a) Expulsion of a member from the Club shall be accomplished at an Annual General Meeting of the Club following a proper hearing and upon the recommendation of the Board or Committee being provided as stated in Section 3 of this Article. The President shall read the complaint and report the findings and recommendations of the Board or appointed committee, and shall invite the defendant, if present, to speak on his own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present shall be necessary for expulsion.

b) At the discretion of the Board, expulsion may also take place by mail-in vote consisting of a 2/3 majority of all eligible voting members in favour of expulsion. Proxy voting is not permitted.

12. AMENDMENTS

12.1 Proposal for Amendments

Amendments to the constitution, the by-laws and breed standard may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by a member in good standing. Amendments proposed by such petition shall be considered by the Board of Directors at the next regular meeting and must subsequently be presented to the Board within ninety days (90) of the date when the petition was received by the Secretary.

12.2 Amendment by Vote

The constitution, by-laws, and breed standard may be amended at any time provided a copy of the proposed amendment has been mailed by the Secretary to each member in good standing on the date of mailing, accompanied by a ballot on which he may indicate his choice for or against the action to be taken. Dual-envelope procedures shall be followed in handling such ballots, to assure secrecy of the vote. Notice with such ballot shall specify a date not less than 30 days after the date of mailing by which date the ballots must be returned to the Secretary to be counted. In the case of breed standards, a two-thirds (2/3) majority vote of those eligible voting members who have voted is required to affect an amendment. For constitutions and by-laws a two-thirds (2/3) majority vote of all eligible voting members is required. Voting must be by mail-in ballot.

Proxies are not permitted for any club types.

12.3 Canadian Kennel Club Approval

No amendment to the constitution, by-laws, breed standard shall become effective until it has been approved by The Canadian Kennel Club.

13. DISSOLUTION

The Club may be dissolved at any time by providing to the CKC, written documentation signed by at least 2/3 of the members of that club who are in favour of this decision. Proxies are not permitted. In the event of the dissolution of the Club, other than the purposes 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 debts of the Club, its property and assets shall be given to a charitable organization for the benefit of dogs, such organization being selected by the Board of Directors.

14. ORDER OF BUSINESS

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 last meeting

Report of President

Report of Secretary

Report of Treasurer

Reports of Committees

Election of Officers and Board

Election of new members
Unfinished business
New business
Adjournment

14.2 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
Election of new members
New business
Adjournment

REVISION RECORD

Revision Number 6.0, Sept. 2015, Millbrook, Ontario. Constitution and By-Laws amended to clarify Election of Directors and to include Electronic Business as per CKC policy.

Revision Number 5.0 Lethbridge, Alberta Constitution and By-laws amended to conform to CKC policy.

Revision Number 4.0 June 23, 2002 Burlington, Ontario Constitution and By-Laws amended to conform to CKC policy.

Revision Number 3.0 July 19, 1992 Calgary, Alberta Amendments confirmed by mail ballot to all voting members.

Revision Number 2.0 August 10, 1991 Annual General Meeting, Colwood B.C. Constitution and By-laws amended.

Revision Number 1.0 August 12, 1989 Annual General Meeting Amendment to By-Laws – Family membership is entitled to two (2) votes only per family.