

# Dog Agility Sports Handlers

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# CONSTITUTION

## ARTICLE I

### Name and Objectives

**SECTION 1. Name.** The name of the club shall be Dog Agility Sport Handlers (the Club or DASH).

**SECTION 2. Specific Purpose.** The general purposes of the club shall exist to

- (a) promote active dog sports;
- (b) provide a safe environment that will allow handlers and dogs the opportunities to improve training techniques, foster good sportsmanship, promote dog/handler trust confidence and cooperation, encourage mutual support between members, provide agility information and education, and to emphasize fun as the main ingredient in agility success;
- (c) conduct agility trials, practices, seminars and demonstrations.
- (d) give back to the dog community

**SECTION 3. Non-Profit Operations.** The club shall not be operated for profit. No part of any profits, remainders, or savings from dues or donations to the club will be used to the benefit of any individual or specific club member. Nothing in this section shall prevent the Board of Directors' authorization of payment to club members for work performed or services rendered.

**SECTION 4. Bylaw Revision.** The members of the club shall adopt and may from time to time revise such bylaws as may be required to carry out these objectives.

# BYLAWS

## ARTICLE I

### Membership

**SECTION 1. Eligibility.** There shall be four (4) types of membership open to all persons who are in good standing with the Club, The American Kennel Club, USDAA and any other trial sanctioning organization, and who subscribe to the purposes of this club. The four (4) classes of memberships designated as follows: Charter, Regular, Regular-Household and Limited. Any person dedicated to the purposes of this club meeting the specific qualifications for each class listed immediately below shall be eligible for membership on approval of the membership application by the board and with the payment of such dues and fees as the board may fix from time to time and shall remain eligible for membership so long as they remain in good standing (see Article I Section 5).

1. **Charter Membership (defunct)** The Charter Membership will be available only until March 31, 1995, in an effort to raise initial funds. The Charter Membership cost shall be \$50.00 and entitles the Charter Member and his/her immediate family members who pass a safety and equipment proficiency test to membership for the first year and use of club equipment at no charge. Charter Members will pay Regular or Regular- Family dues for all subsequent years of membership. Each Charter Membership shall have one vote.
2. **Regular Membership** The Regular Membership entitles the member who pays the dues and meets other requirements of membership to all club benefits and use of club equipment as determined by the Board of Directors. Each Regular Membership in Good Standing at the time of the taking of the vote shall have one vote.
3. **Regular-Household Membership** The Regular-Household Membership entitles the member and members of their household that pays the dues and meets other requirements of membership to all club benefits and use of club equipment as determined by the Board of Directors, Each Regular-Household Membership shall have one vote per Regular-Household member in attendance at the time of the taking of the vote and in Good Standing at the time of the taking of the vote, up to a maximum of two votes per Regular-Household Membership.
4. **Limited Membership** Limited memberships are nonvoting and non-participating in any privileges of the Club membership other than those designated by the specified membership. These categories may be expanded by a vote of the membership as needed. Dues and service hour requirements will be determined by the board.
5. **Voting Members.** Charter, Regular and Regular-Household members shall have the right to vote on the election of directors, on the disposition of all or substantially all of the assets of the club, on any merger and its principal terms and any material amendment of those terms, and on any election to dissolve the club.

**SECTION 2. Application for Membership.** Application for membership (which shall last until the end of the calendar year) shall be made by completing an application form, have 2 DASH members in good standing sign for sponsorship and pay in advance dues for one year. New applications will be reviewed by the Board at the next Board meeting. If for any reason the board rejects the application the payment will be returned. There will be no initiation fee required of new members. New members will be notified of Application review results within 5 days of the Board meeting.

**SECTION 3. Termination of Membership.** Memberships may be terminated:

1. 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 the fiscal year; however, the board may grant an additional (either 30/60/90 days) of 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 that meeting or is entitled to any club benefits or use of club equipment.
2. By Expulsion A membership may be terminated by expulsion as provided in Article VI of these bylaws.
3. 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. Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation

**SECTION 4. Transferring Memberships.** Memberships may not be transferred to another person for any reason.

**SECTION 5. Good Standing.** Members in good standing are those who meet the following criteria:

- (a) Have no outstanding financial obligations to the club, or
- (b) Have passed the safety and equipment proficiency test or other requirements as the Board may establish, or
- (c) Have not been asked to resign by the Board of Directors, or
- (d) Been reprimanded or suspended as defined in Article VI, or
- (e) Observes the objectives of the club, or
- (f) Meet the annual service requirement as established by the Board of Directors.

## ARTICLE II Meetings and Voting

**SECTION 1. Annual Meeting.** An annual members' meeting shall be held on the first Sunday of December of each year at One (1) o'clock p.m., unless the board fixes another date or time and so notifies members. At this meeting, directors shall be elected and any other proper business may be transacted. Notice of any meeting of members shall be given at least 15 days but no more than 60 days before the meeting date. The notice shall be given either personally or by first-class, registered, or certified mail, electronic mail or by other means of written electronic communication, charges prepaid, and shall be addressed to each Charter or Regular member and to the Household address for each Regular-Household member, entitled to vote, at the address of that member appearing on the books of the club or at the address given by the member to the club for purposes of notice.

**SECTION 2. Special Club Meetings.**

1. Persons Authorized to Call. A special meeting of the members for any lawful purpose may be called at any time by a majority vote of the board or the president, or upon written request of 10 percent or more of the members for any purpose of general interest to the membership at large.
2. Calling Meetings. A special meeting called by any person (other than the board) entitled to call a meeting shall be called by written request specifying the general nature of the business proposed to be transacted, and submitted to the president or vice president or the secretary of the club. The officer receiving the request shall promptly notify the members entitled to vote, stating that a meeting will be held at a specified time and date fixed by the board, provided, however, that the meeting date shall be at least 7 but no more than 30 days after receipt of the request. If the notice is not given within 5 days after receipt of the request the person or persons requesting the meeting may give the notice. Nothing in this Section shall be construed as limiting, fixing, or affecting the time at which a meeting of members may be held when the meeting is called by the board.
3. Proper Business of Special Meeting. No business other than the business the general nature of which was set forth in the notice of the meeting may be transacted at special meeting.

**SECTION 3. Board Meetings.** Meetings of the board of directors shall be held at least quarterly within California. or via telephone conference call at such hour and place as may be designated by the board. Written notice of each such meeting shall be emailed by the Secretary or President at least five 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 or verbal request signed or requested by at least three members of the board. Such special meetings shall be held in Orange County, CA at such place, date, and hour as may be designated

by the person authorized herein to call such meeting. Written notice of such meeting shall be emailed 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 is present. Proxy voting shall be permitted for Board elections only if a club member requests a proxy vote by November 1<sup>st</sup> for the Board elections to be held December of the same year. Voting may be by voice or ballot, except elections of directors must be by ballot.

**SECTION 6. Quorum.**

1. Percentage Required. Twenty percent (20%) of the members in Good Standing as defined in Article III Section 5 shall constitute a quorum for the transaction of business at any meeting of members.
2. Loss of Quorum. The members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment even if enough members have withdrawn to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum.

## ARTICLE III Directors and Officers

**SECTION 1. Board of Directors.** The board shall be comprised of the 7 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 and shall serve until their successors are elected. General management of the club's affairs shall be entrusted to the board of directors.

**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. The Board of Directors shall designate by board election the officers including president, vice president, secretary, treasurer or general board member.

- (a) The President shall preside at all meetings of the club and of the board, and shall have the duties and powers normally belonging to the office of President in addition to those particularly specified in these 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.
- (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 their election to membership, notify officers and directors of their election to office, keep a roll of the members of the club with their addresses, which shall be sent to any member in good standing, upon written request and Board approval, not more than once every club year, and carry out such other duties as are prescribed in these bylaws.
- (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 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 of 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..

**SECTION 5. Authority of Officers** The Board of Directors shall have general administrative charge over the affairs of the club but shall not have the power to overrule actions taken by majority vote of the membership. No Officer shall have the authority to spend more than \$500 at any one time without the approval of a majority vote of the Board of Directors.

**SECTION 4. 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 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.

**SECTION 5. Compensation.** Directors may not receive compensation for services directly related to board functions or duties in any form, but may be awarded service hours.

## ARTICLE IV

### The Club Year, Annual Meeting, Elections

**SECTION 1. Club Year.** The club's fiscal year shall begin on the 1st day of (January) and end on the last day of (December). Club membership year is from Annual meeting to Annual meeting. 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.

**SECTION 2. Annual Meeting.** The annual meeting shall be held as defined in Article II, Section 1.

**SECTION 3. Election at December Annual Meeting.** The election shall be conducted at the December general meeting tellers (DASH members) appointed by the Board, none of whom shall be candidates for office. Tellers shall furnish ballots to all eligible members in attendance, count marked ballots from members, determine the number of ballots cast and verify that the number of ballots cast does not exceed the number of members eligible to vote, count all ballots cast and report election results to the President. The President shall announce the election results and declare those candidates elected who have received a majority of the votes cast for the number of open board positions for the next year.

1. **Nominations.** Nominations shall be given to the Board Secretary. Nominations for the board may be made by (i) the board, (ii) a DASH member in good standing. The Board Secretary will contact the person nominated to determine if the person accepts the nomination. A DASH member in good standing can submit their own name; (iii) at the annual meeting from the floor or by current board members. The nominating person must present written acceptance from the nominee if such person is not present. Election to office will be by ballot at the December general meeting.
2. **Board Eligibility** To be eligible for election to the board, a member must be a member in good standing and have attended at least three club activities in the six months prior to the date of the election. (Activities include: general membership meetings, club practices, club-sponsored matches, trials, demonstrations, and other similar functions.)
3. **Voter Eligibility.** To be eligible to vote in an election of the Board, a person shall have been a member in good standing for at least one month prior to the election date.
4. **Notice to Members.** The Secretary shall email a list of all candidates nominated for the Board, to all members eligible to vote, at least fifteen days prior to the December general meeting. This shall be done by electronic communications. Members in good standing will cast one vote each for each Board vacancy. The secretary shall also prepare ballots, with spaces for write in candidates for the election tellers and a list of all members who are eligible to vote.
5. **Initial Board Meeting** The board shall hold a regular meeting for purposes of organization, election of officers and the transaction of other business as soon as practicable following the annual meeting in December. But in no case shall this be later than 45 days after said meeting.

## ARTICLE V

### Committees

**SECTION 1. Standing Committees** The board may each year appoint standing committees to advance the work of the club in such matters as events, 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. Terminating Committees** 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. Suspension.** Any member who is suspended from all the privileges of any sanctioning organization, such as The American Kennel Club or USDAA for example, shall automatically be suspended from the privileges of this club for a like period. In addition the board can vote to suspend a member from all club activities if a member is no longer a member in good standing as set in Article 1 Section 5. The length of suspension will be determined by the board. The member shall be notified in advance that he is no longer a member in good standing and faces a suspension vote 15

days before the next board meeting.

**SECTION 2. Charges.** An individual member may prefer charges against another individual 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 \$50 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 for a hearing by the board not less than three weeks or 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.** 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 reprimand or suspend the defendant from all privileges of the club for not more than six months from the date of the hearing. A vote by the board to reprimand or suspend will place that member in a category outside of a "member in good standing". 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 after 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 board, 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/her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the board's finding and recommendation, and shall invite the defendant, if present, to speak in his/her own behalf if he/she wishes. The length of time of expulsion shall be set by the board. The board shall then vote by secret ballot on the proposed expulsion. A 2/3 vote of the board shall be necessary for expulsion. If expulsion is not so voted, the board's suspension shall stand.

## ARTICLE VII Insurance

The club shall have the right to purchase and maintain insurance to the full extent permitted bylaw on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's, or agent's status as such.

## ARTICLE VIII Records and Reports

**SECTION 1. Maintenance of Corporate Records.** The club shall keep:

- (a) Adequate and correct books and records of account;
- (b) Written minutes of the proceedings of its members, board, and committees of the board; and a
- (c) Record of each member's name, address, and class of membership.

**SECTION 2. Members' Inspection Rights**

- (a) Inspect and copy the records of members' names, addresses, and voting rights giving five days' prior written demand on the club, which demand must state the purpose for which the inspection rights are requested; or
- (b) Obtain from the secretary of the club, on written demand and tender of a reasonable charge, a list of names, addresses, and voting rights of members who are entitled to vote for the election of directors as of the most recent record date for which that list has been compiled, or as of the date, after the date of demand, specified by the member. The demand shall state the purpose for which the list is requested. The secretary shall make this list available to the member on or before the later of ten days after (i) the demand is received or (ii) the date specified in the demand as the date as of which the list is to be compiled.

The club may, within ten business days after receiving a demand under this Section, make a written offer of an alternative method of reasonable and timely achievement of the proper purpose specified in the demand without providing access to or a copy of the membership list. Any rejection of this offer must be in writing and

must state the reasons that the proposed alternative does not meet the proper purpose of the demand. If the club reasonably believes that the information will be used for a purpose other than one reasonably related to a person's interest as a member, or if it provides a reasonable alternative under this Section, it may deny the member access to the membership list.

Any inspection and copying under this Section may be made in person or by the member's agent or attorney. The right of inspection includes the right to copy and make extracts. Any right of inspection extends to the records of any subsidiary of the club.

- (c) On written demand on the club, any member may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the members, the board, and committees of the board at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney.

**SECTION 3. Maintenance and Inspection of Articles and Bylaws.** The club shall keep the articles of incorporation and bylaws, as amended to date, which shall be open to inspection by any member in good standing.

**SECTION 4. Inspection by Directors.** Every director shall have the absolute right at any reasonable time to inspect the club's books, records, and documents of every kind, physical properties, and the records of each of its subsidiaries. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

**SECTION 5. Annual Report.** An annual report shall be prepared within 120 days after the end of the club's fiscal year. That report shall contain the following information in appropriate detail:

- (A) A balance sheet as of the end of the fiscal year, and an income statement and statement of changes in financial position for the fiscal year.
- (B) A statement of the place where the names and addresses of current members is located.

## ARTICLE IX Amendments

**SECTION 1. Amendments to the Constitution.** Amendments to the constitution and bylaws may be proposed by the board of directors or by written petition addressed to the 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 three months of the date when the petition was received by the Secretary.

**SECTION 2. Voting.** The constitution and bylaws may be amended by a 2/3 majority 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 and emailed to each member at least two weeks prior to the date of the meeting.

## ARTICLE X Dissolution

**SECTION 1. Dissolution.** 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 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 XI Order of Business

**SECTION 1. Meeting Organization.** At meetings of the club and/or Board, 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

(At annual meeting)  
Election of new members  
Unfinished business  
New business  
Adjournment

## ARTICLE XII Parliamentary Authority

**SECTION 1. Roberts Rules of Order.** 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.