

# *Kennel Club of Yorkville, Illinois, Inc.*

## **Constitution**

### **Article I – Name and Objects**

**Section 1.**            *The Name of the Club shall be Kennel Club of Yorkville, Illinois, Inc. (KCY)*

**Section 2.**            *The object of the Club shall be:*

- (a)    to encourage and promote quality in the breeding of purebred dogs and to do all possible to bring their natural qualities to perfection.
- (b)    to urge members and breeders to accept the standard of the breeds as approved by The American Kennel Club as the only standard of excellence by which all shall be judged.
- (c)    to do all in its power to protect and advance the interests of the breeds by encouraging sportsmanlike competition at any AKC companion and/or conformation event
- (d)    to conduct: any AKC companion and/or conformation event

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

All members will be in good standing with The American Kennel Club and will subscribe to the purposes and objectives of the Club.

There will be two (2) categories of membership.

(A) **Voting Members:** shall have full voting rights status.

Full membership requires that each member satisfy specific annual membership requirements to maintain voting rights status. The requirements will be attendance at four (4) regular meetings or attendance at three (3) regular meetings and participation on one active committee, other than the judge's selection committee, (within the past twelve months.) Voting privileges become effective at the 3rd meeting (attended).

There will be three types of membership for VOTING members.

1. INDIVIDUAL MEMBER defined as any one person 18 years of age or older.
2. HOUSEHOLD MEMBER defined as any 2 persons 18 years of age or older residing at the same address. Household members will have separate voting rights but will have only one copy of all Club mailings.
3. LIFETIME MEMBER any person recognized by the Club for significant contributions to the Club. Lifetime membership status will only be considered and voted upon at the annual meeting. Voting will be by secret ballot with a 51% favorable vote for approval. Lifetime members will be required to satisfy annual renewal requirements to maintain voting status.

**(B) Non Voting members:**

1. JUNIOR MEMBER defined as any person between 10 and 18 years of age. Junior members will not be granted voting rights or be allowed to hold office. They will be eligible for all other rights and privileges of membership.

**Section 2. Dues**

The eligible voting members, on the recommendation of the Board of Directors, will establish membership dues for each category and type of membership, for which dues are required.

(A) Membership dues will be as follows:

1. Individual member \$20.00
2. Household member \$30.00
3. Lifetime member \$00.00
4. Junior member \$10.00

(B) No vote to change amounts will become effective until the beginning of the next fiscal year following a 51% favorable vote of the eligible voting members present who are in good standing.

(C) Dues will be payable upon application for membership and will be due annually thereafter, no later than midnight, January 1<sup>st</sup> of the current year. Members joining the Club after September 1<sup>st</sup> will not be required to pay dues for the following year.

**Section 3. Election to Membership**

Each applicant for membership shall apply on a form as approved by the Board of Directors and which shall provide that the applicant agrees to abide by the KCY Constitution and Bylaws and the rules of The American Kennel Club. The application shall state the name, address, and occupation of the applicant. 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 its receipt. Each applicant will attend (2) Two meetings after submitting their application and at the second meeting the application will be voted upon and affirmative votes of 2/3 of the eligible voting members present, by a secret ballot at that meeting shall be required to accept the applicant. Attendance at the 3rd meeting is required to attain voting status. Applicants for membership who have been 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 Secretary; but no member may resign when in debt to the Club. Dues obligations are considered a debt to the Club and they are 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 such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting who dues are unpaid as of the date of that meeting.
- (c) by expulsion. A member may be terminated by expulsion as provided in Article VI of these bylaws.

**Article II – Meetings and Voting**

**Section 1. Club Meetings**

Meetings of the Club shall be held each month within twenty (20) miles of the City of Yorkville at such hour and place as may be designated by the Board of Directors. Written notice of every meeting every month shall be mailed under the direction of the Secretary via the United States Postal Service or e-mail (if appropriate) at least 10 days prior to the date of the meeting. The quorum for such meeting shall be 20% of the eligible voting 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 members of the Club who are in good standing. Such special meetings shall be held within twenty (20) miles of the City of Yorkville 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 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 20% of the eligible voting members in good standing.

**Section 3. Board Meetings**

Meetings of the Board of Directors shall be held each month in the Greater Yorkville area, at such hour and place as may be designated by the Board. Written notice of each such meeting shall be mailed each month under the direction of the Secretary via the United States Postal Service or e-mail (if appropriate) at least 10 days prior to the date of the meeting. The quorum for such 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 members of the Board. Such special meetings shall be held in the Greater Yorkville area, at such place, date, and hour as may be designated by the person authorized herein to call such meeting. Written or email notice (if appropriate) notice of such meeting shall be mailed by the Secretary at least five (5) days 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. 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 and has met the specific membership requirements in the past 12 months 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 and Officers**

**Section 1. Board of Directors**

The Board shall be comprised of the President, Vice President, Secretary, Treasurer and three (3) Directors 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. In no instance, however, may the President or Vice President serve more than two years consecutively in those respective positions. The immediate past President shall serve a one year term on the Board. 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.

(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 bylaws.

- (b) The Vice President shall have the duties and exercise the powers of the President in the 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, and carry out such other duties as are prescribed in these bylaws.
- (d) The Treasurer shall collect and receive all monies due or belonging to the Club. Monies shall be deposited in a bank designated by the Board, in the name of the Club. The books shall be at all times 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 monies received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.
- (e) The officers of Secretary and Treasurer may be held by the same person.

### **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 Vice President shall be filled by the Board. All Board members are required to attend a minimum of 5 Board meetings per year to remain on the Board.

## **Article IV – The Club Year, Annual Meeting, and Elections**

### **Section 1. Club Year**

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

### **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 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 their successor in office all properties and records relating to that office within 30 day after the election.

### **Section 3. Elections**

The nominated candidate receiving the greatest number of votes, from those members eligible to vote for each office shall be declared elected. The nominated candidates for

other positions on the Board who receive the greatest number of votes, from those members eligible to vote for such positions 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 October, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of who may be a member of the Board. The Secretary shall immediately notify the committeemen and alternates of their selections. The Board shall name a Chairman for the committee and it shall be such person's duty to call a committee meeting, which shall be held on or before November 10th.

(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 Secretary in writing.

(b) Upon receipt of the Nominating Committee's report, the Secretary shall before December 1<sup>st</sup>, shall notify each member in writing of the candidates so nominated.

(c) Additional nominations may be made at the December 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, and is an eligible voting member as outlined in Article I Section 1, 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 can not be made at the Annual Meeting or in any manner other than as provided in this Section.

(e) Notice of all candidates running for office will be mailed to the membership via the January meeting notice.

### **Article V – Committees**

#### **Section 1. Committees**

The Board may each year appoint 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. Termination**

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**

### **Sections 1. American Kennel Club Suspension**

Any member who is suspended for 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 a 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 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 interest 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 neither less than three (3) weeks nor 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 3. Board Hearing**

The Board shall have complete authority to decide whether council 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 is deemed 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 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 special meeting of the Club, to be held with 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 this 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 own behalf if he wishes. The eligible voting members shall then vote by secret ballot on the proposed expulsion. A 2/3 vote of those present and



eligible to vote at the meeting shall be necessary for expulsion. If the expulsion is not voted, the Board's suspension shall stand.

## **Article VII – Amendments**

### **Section 1. Amendments**

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% 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 (3) 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 vote of the eligible voting 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. Dissolution**

The Club may be dissolved at any time by the written consent of not less than 2/3 of the eligible voting members. In the event of 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 debts of the Club its property and assets shall be given to charitable organization for the benefit of dogs selected by the Board of Directors.

## **Article IX – Order of Business**

### **Section 1. Meetings of the Club**

At meetings of the Club, the order of business, as far as the character and nature of the meeting may permit, shall be as follows:

- Roll Call
- Minutes of the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of the Committees
- Election of Officers and Board (at the Annual Meeting)
- Election of New Members
- Unfinished Business
- New Business
- Adjournment

## **Section 2. Meeting of the Board**

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 the last meeting  
Report of the Secretary  
Report of the Treasurer  
Report of Committees  
Unfinished Business  
New Business  
Adjournment

## **Article X – Parliamentary Procedure**

### **Section 1. Parliamentary Procedure**

The rules contained in the current edition of “Roberts 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.

**This is the Constitution and Bylaws for the Kennel Club of Yorkville, Inc. and the proposed changes brought forth & recommended by the Officers and Board of Directors of The Kennel Club of Yorkville – Aug. 2011 .**

**Voted and approved by a majority of members Sept . 27, 2011.**