

Bylaws for Peppy Pet Rescue

Article 1 - Name of the Organization

The name of the organization shall be **Peppy Pet Rescue**, also referred to in these bylaws as "Organization."

Article 2: Purpose of Organization

This corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

The purpose of this organization shall be:

- a. To provide a safe place for animals in need until they can be placed in a foster home or adopted.
- b. To provide necessary veterinary care.
- c. To rescue animals from situations that are abusive, endangering, neglectful, which includes pounds, stray dogs, owner surrenders in dire situations and puppy mills.
- d. To inform the public of these situations and to help stop animal abuse.

Article 3: Offices

The registered office for the organization shall be located in Wise County, in the State of Texas, located at 1912 FM 2123, Paradise, TX 76073.

Article 4: Purpose of Bylaws

- 1) To establish policy implementing the purpose of the organization.

- 2) To prescribe the administration of the organization.
- 3) To provide whatever other rules are deemed necessary by the Board of Directors.

Article 5: Board of Directors

- 1) The Directors shall be responsible for conducting all business of the organization. No individual shall be allowed to act on behalf of the organization in any manner unless given prior approval to do so by the Board of Directors.
- 2) The Board of Directors shall consist of at least three, but no more than seven members. President, Vice President, Treasurer, and no more than four other members.
- 3) Resignations must be made in writing to the Board of Directors.
- 4) Vacancies shall be filled by a member appointed by the remaining Board of Directors.
- 5) Elections can be held at an annual meeting, regular meeting, and/or special meetings

Article 6: Offices

Directors of this organization and their duties shall be as followed:

- a. President - shall have general supervision of all animals coming into the organization and will follow up with foster in regards to the care and paperwork before any animal is adopted. Help with foster homes that need any help or guidance, make sure all deposits are done in a timely manner and notify the treasurer of any expenses and/or deposits. Shall be responsible for documenting all donations, sending out donation forms, and will let the Vice President know of donations. Term is based on resignation or voted out.
- b. Vice President - shall have a general supervision of the affairs of the organization, maintain organized files for all

adoptable/adopted animals. Will upkeep the Articles of Incorporation, Bylaws and Forms. Will make sure all donations, receipts are kept maintained. Shall be responsible for sending out thank you letters and helping with applications if asked. Term is based on resignation or voted out.

- c. Treasurer - shall be responsible for keeping all financial records (expenses, deposits and transfers) and provide current numbers for each board meeting. Will also be responsible for making sure taxes get done in time each year. Term is based on resignation or voted out.

Article 7: Membership

The membership of the organization shall be the members of the Board of Directors.

Article 8: Revisions, Amendments, or Additions

- 1) No bylaw shall stand which is in conflict with any part of the Articles of Incorporation.
- 2) Bylaws may be adopted, repealed or revised by a majority of the Board Members at any regular meeting or special meeting.
- 3) All revisions to bylaws made during the previous calendar year shall be compiled by the Vice President and distributed to the Board of Members on the 1st meeting of the new calendar year.

Article 9: Meetings

- 1) Regular meetings shall be held twice per calendar year. The time, date, and location will be set by the President. The meeting can be canceled or rescheduled at the discretion of anyone that is a Director with the approval of one other Director.

- 2) The 1st meeting shall be held within the first quarter of the calendar year and will be used to amend and sign any existing documents or new ones.
- 3) Special meetings may be called by any of the Board of Directors.
- 4) A quorum of two Directors is required to conduct business at a meeting.
- 5) All Board of Directors must be present, unless excused beforehand, for the regular meetings, board or special meetings.
- 6) Minutes will be taken at every meeting by the Vice President unless not available and then the President will take the minutes. Minutes must be typed up within the week of the meeting, and filed with all organization documents.

Article 10: Financial

- 1) The fiscal year for this organization and budget shall be from January 1 through December 31.
- 2) The Board may engage in a CPA or legal counsel for assistance if needed.
- 3) All adoption fees collected shall be income to the organization.
- 4) No part of the net earnings of the organization shall benefit or be distributed to its directors, members, or other private persons, except that the organization is authorized to pay reasonable compensation for time and services rendered and to make payments and distributions in furtherance of Section 501(c)(3) purposes.

Article 11: Dissolution

- 1) Upon dissolution of the organization, assets shall be distributed to another organization with 501(c)(3) status supporting animal welfare.

We, the undersigned, are all of the Directors of the organization, and we consent to, and hereby do, adopt the foregoing Bylaws as the Bylaws of this organization.

Adopted and Approved by the Board of Directors on

Bryn Hudson, President

Segal Bunn, Vice President

Rachel Lowry, Treasurer