



Club Constitution

These Bylaws are subject to and governed by the State of New York and Ontario County. Laws and the Articles of Incorporation of FLX Dog Club. In the event of a direct conflict between the provisions of these bylaws and the mandatory provisions of the State and County Laws, the New York State Laws will be controlling.

Article I. Name and Objects

Section 1

The name of the club shall be FLX Dog Club

Section 2

The objectives of the club shall be:

- (a) To encourage and promote all dog-related sports;
- (b) To protect and advance the interest of all dogs by encouraging responsible dog ownership;
- (c) To educate students through classes, seminars, guest speakers, meetings, run-throughs, trials and tournaments;
- (d) To encourage sportsmanlike competition and conduct sanctioned canine sporting events;
- (e) To educate instructors in the interest of providing students with top quality dog training experiences in the classes offered. The Club will provide comprehensive and ongoing instructor training through both intramural and extramural courses and seminars;
- (f) To educate the public, through onsite and offsite demonstrations.

Section 3

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, officers, directors, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions on furtherance of the purposes set forth in the Constitution or in Article I of the Bylaws, in alignment with NYS Chapter 35 –



Not for Profit Corporation and IRS (501(c)(7) guiding non-profit Social and Recreation Clubs.

Section 4

All equipment is located at 15 Eagle Street, Phelps NY, owned and maintained by FLX Dog Club. The club is responsible for rental of the building on 15 Eagle St, and maintenance of the dock/pool facility at 6597 Fish Brook Run, Victor NY.

Section 5

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 Membership Types and Eligibility.

There shall be types of membership open to all people 18 years of age and older who are in good standing with associated organizations of each dog sport as identified in Article VII Sections and subsections.

Junior membership is open to all *minors under age 18*, incorporated under a full household membership.

While membership is to be unrestricted as to residence, the club's primary purpose is to be representative of the sport participants in its immediate area. **Members** subscribe to the objectives of the Club, agree to abide by its Bylaws, and are active in dog-related sports. Members must agree to abide by the regulations established by the Club and any organization with which the Club is affiliated. Benefits and requirements of membership will be determined, adapted and enforced by the Membership Committee (see Article VI) with the approval of the Board. A copy of the current benefits and requirements will be posted on the Club website and a written copy will be available at the Club training facility.

1. *Founding Member: Attended original club founding meetings or have made significant contributions to the advancement of the club as determined by a 2/3 vote from club membership.*



2. *Full (Annual) Membership*: Paid membership for the fiscal year, in lump sum or split into monthly payments (recurring payment contract must be in place). Full membership entitles members to full voting privileges and benefits.
3. *Basic (Seasonal) Membership (Non-Voting Member)*

Section 2 *New Members.*

The Membership Committee will review membership applications and nominate new members, circulating their names among the membership prior to a vote for acceptance. To be accepted for membership, nominations require approval of a majority of the Voting Members (see Section 4 below) in attendance or via email response (if electronic).

Section 3 *Lifetime Membership.*

- a) At the discretion of the Club, lifetime membership may be bestowed on any individual who has provided service to the Club which the Board agrees is befitting.
- b) Lifetime members are exempt from payment of membership dues.
- c) Lifetime membership is non-transferable.
- d) The roster of Lifetime Members will be maintained by the Membership Committee.

Section 4 *Voting Members.*

All Lifetime members, Founding members, and Full members whose dues are paid for the current year and are in good standing according to the provisions of the Membership Committee are hereby defined as “Voting Members” or “Members in Good Standing”.

Section 5 *Dues.*

Full Membership Annual dues are determined by the Membership Committee with the approval of the Board of Directors.

Membership is payable on or before the 1st day of September of each year. Full (Annual) membership may be split into monthly payment with a full-year commitment. The Membership agreement explicitly states that monthly payments will be automatically charged to a credit card on file, and are subject to a fee for processing.

Members not up to date on their dues for the Financial/Fiscal year are ineligible to vote.

During the month of August, the Treasurer shall send to each member a statement of dues for the Financial/Fiscal year.



- Members elected June 1st through December 30th shall pay dues for the full year.
- Members elected January 1st through May 31st shall pay dues for half the year.

Section 6 Election to Membership.

Each applicant for membership shall apply on a form as approved by the board of directors ("Board" or "the Board") and which shall provide that the applicant agrees to abide by the constitution and bylaws and the rules and regulations of FLX Dog Club and affiliated organizations. Accompanying the application, the prospective member shall submit dues payment for the Financial/Fiscal year. All applications for membership shall be filed with the Secretary. Each membership application shall be voted upon by secret ballot at the next meeting of the Club. An affirmative vote of 2/3 of the members present, and voting shall be required to elect the applicant. Applicants for membership who have been rejected by the club can reapply six months after the date of rejection.

Section 7 Termination of Membership.

Memberships may be terminated [in accordance with State Law]:

- by resignation.** Any *Member in Good Standing* may resign from the Club upon written notice to the Secretary.
- by lapsing.** Membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 30 days after the first day of the Financial/Fiscal year; however, the Board may grant an additional 30 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.
- by expulsion.** A membership may be terminated by expulsion as provided in Article VI of these bylaws.

In all cases of termination, membership fee will not be refunded. Members on a payment plan will be required to pay the balance of the membership fee owed upon resignation.

Article II. Meetings and Voting

[See Appendix of Robert's Rules of Order, Newly Revised 12th Edition]

Section 1 Club Meetings.

Meetings shall be held no less than annually at a time and place designated by the Board of Directors. The Board may, at its discretion, opt to schedule meetings at a set time and place for the convenience of the membership



Membership meeting notices, including prior meeting minutes, will be sent to all Voting Members prior to a scheduled meeting and will include prior meeting minutes. Notices of meetings for the purpose of elections or changes in the Bylaws will be sent to all Voting Members with sufficient time for review in advance of such meeting.

A quorum is not required for votes of the membership.

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 meetings of the Board; and may also be called by the Secretary upon receipt of a petition signed by five (5) members of the club who are in good standing. Such special meetings shall be held by virtual methods or at a location designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be sent via email by the Secretary five (5) 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 a meeting shall be (20) percent of the eligible voting members in good standing. Non-voting members do not count towards the determination of a quorum.

Section 3 Board Meetings.

Meetings of the Board may be held each month by virtual or physical location as designated by the Board. Written notice of each such meeting shall be via email by the Secretary thirty (30) days prior to the date of the meeting.

The quorum for such a meeting shall be no less than 50% of the Board. Non-voting members do not count towards the determination of a quorum.

Section 4 Emergency 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 (3) members of the Board. Such special meetings shall be virtually via Zoom/Teams or in physical location if held in-person designated by the person authorized herein to call such a meeting. Written notice of such a meeting shall be sent by the Secretary one (1) day 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. Nonvoting members do not count towards the determination of a quorum.

Emergency financial expenditures by Board-approved members must be authorized by the Treasurer and reported at the next regular meeting.



Section 5 Voting.

Voting can be conducted at a regular or special meeting of the Club, via electronic vote or via USPS.

Each member in good standing whose dues are paid for the Financial/Fiscal year shall be entitled to one vote at any meeting of the club at which the member is present.

Financial: Major changes in Club policy and non-recurring financial expenditures in excess of \$200 will be voted on at regular or special meetings.

Each Voting Member is entitled to one (1) vote. For family memberships, each adult member of the family is entitled to one (1) vote.

With the exception of expulsion of a member or dissolution of the Club, an affirmative vote shall be a simple majority of those present or responding electronically.

Proxy voting is permitted only in the case of Dissolution of the Club.

Article III. Directors and Officers

Section 6 Board of Directors.

The Board shall be comprised of the Officers, and Committee Chairs. Each officer of the Board shall serve for 1 (one) year until their successors are elected. General management of the club's affairs shall be entrusted to the Board.

There is no limit on the amount of terms that each Board member may serve.

Officers shall be elected by a vote of the Members in Good Standing via electronic vote or at a special election meeting to be held annually no later than June 15.

Deadlines and procedures for the special election meeting shall be determined by the Nominating Committee.

In the event that the special election is delayed for reasons beyond the control of the Club, elections will take place as soon as practical thereafter.

Section 7 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 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; 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, once every club year, and carry out such other duties as are prescribed in these bylaws.
- (d) **The Treasurer** shall collect and receive all money 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 club shall be insured in such amount and through a type of policy as the Board shall determine which will cover the actions of the Treasurer.
- (e) **The offices of Secretary and Treasurer may be held by the same person;** in which case the Board shall be comprised of 5 persons.

Section 8 Vacancies.

Vacancies occurring on the Board or among the officers during the year shall be filled until the next annual election by a majority vote of the members of the Board. However, a vacancy in the office of President shall be filled automatically by the Vice President until the next annual election. Each director so elected shall hold office until the next annual election (OR for the unexpired portion of the term of that office

Article IV. Club Schedule and Elections

Section 1 Financial/Fiscal Year.

The Financial/Fiscal year shall begin on the first day of September and end on the last day of August.



Section 2 Annual Meeting.

The annual meeting shall be held in the month of September, 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 Nominations/Elections and Voting.

No person may be a candidate who has not been nominated in accordance with these Bylaws. A Nominating Committee will be formed to facilitate the election process. Members of this committee will not be eligible for nomination to any office.

From among the Members in Good Standing of the Club, not excluding current Board Members, the Nominating Committee will nominate one or more candidate(s) for each open office and for Board Members at Large (if needed). Persons so nominated must accept the nomination to be considered.

Additional nominations may be made directly to the Nominating Committee or at any regular meeting by any Member in Good Standing prior to the date of election and/or publication of the slate of nominees. Persons so nominated must accept the nomination.

Section 4 Elections.

The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The six (6) nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected. If no valid additional nominations are received on or before August 30, the Nominating Committee's slate shall be declared elected, and no balloting will be required. Any uncontested position should be automatically elected.

Section 5 Club's Official Year.

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.



Article V. Conflict of Interest and Fiduciary Duty

Section 1 Conflict of Interest

The Club shall not be precluded from conducting business with any partnership, firm or company with which one or more Directors are associated, provided any business relationship is established and maintained on an arm's length basis and subsequent provisions of this Section are met. Each Director shall disclose any actual or potential conflict between the Director's personal interests and their duty to the Club. Any Director deemed by the Board to be disqualified because of an actual or apparent conflict of interest on any matter shall not vote or use his/her personal influence on the matter, and, for the purpose of voting on the matter that is subject to a conflict, shall not be counted in determining the quorum. This disqualification shall apply even when permitted by law. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting and the effect on the quorum.

Section 2 Standard of Care and Fiduciary Duty.

Each Director shall stand in a fiduciary relation to this Club and shall perform his/her duties as a Director, including his/her duties as a member of any committee of the Board upon which such directors may serve, in good faith, in a manner they reasonably believe to be in the best interests of the Club, and with such care, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances. Absent breach of fiduciary duty, lack of good faith or self-dealing, actions taken as a Director or failure to take action shall be presumed to be in the best interests of this Club. In performing his/her duties, each Director shall be entitled to rely in good faith on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by any of the following:

- (a) One or more officers or employees of this Club whom the Director reasonably believes to be reliable and competent in the matters presented;
- (b) Counsel, public accountants or other persons as to matters which the Director reasonably believes to be within the professional or expert competence of such persons; and
- (c) A committee of the Board of the Club upon which the director does not serve, as to matters within its designated authority, which committee the Director reasonably believes to merit confidence.



- (d) Directors shall not be considered to be acting in good faith if they have knowledge concerning the matter in question that would cause such director's reliance to be unwarranted.

Section 3 Factors Which May Be Considered by Directors.

In discharging the duties of their respective positions, the Board, committees of the Board and individual Directors may, in considering the best interests of the Club, consider the effects of any action upon employees, beneficiaries and others having dealings with the Club and all other pertinent factors.

Article VI. Committees

Section 1 Appointment

The Board may each year appoint standing committees to advance the work of the club. Such committees shall always be subject to the final authority of the Board.

Section 2 Standing Committees.

The Club will charter committees as needed. Committee chairpersons shall be sanctioned by the Board and chairperson changes shall be documented in the Board meeting minutes. Special Task Forces may also be appointed by the Board to aid in carrying out specific projects. The duration of a Task Force shall coincide with the duration of the project the Task Force was developed to complete. A current list of committee chairpersons and members will be available on the website.

Section 3 Representative Committee Roles and Responsibilities.

- (a) **Finance Committee** – Oversees the financial operations of the Club including Budget and general accounting. The Treasurer will serve as the Chair of this committee and will report all committee activity to the Board on a regular basis.
- (b) **Marketing Committee** – Develops and facilitates the public relations activities which will enhance and attract participation in the Club and further public awareness of the Club and its activities within the community.
- (c) **Curriculum Committee** – Oversees the development of course materials for all educational activities of the Club. This committee is also responsible for the appointment and development of course instructors as appropriate.



- (d) **Membership Committee** – Reviews all membership applications and maintains a roster of all current, delinquent and pending memberships. Determines, adapts and enforces membership benefits and requirements with the approval of the Board.
- (e) **Facilities** – Oversees and manages the building and physical equipment owned and maintained by the Club.
- (f) **Trial** – Plans, supervises and executes competitions/trials hosted by the Club. Separate committees will be formed for each venue and committee chairpersons will coordinate activities and resources.
- (g) **Scheduling** – Oversees the scheduling of classes and maintains a schedule of building use for classes, run-thrus, meetings, seminars, events, and private lessons.
- (h) **Website** – Oversees and maintains the Club's official electronic media.

Section 4 Committee Member Requirements.

- (a) In order to serve as a committee member, individuals must be Members in Good Standing of the Club or have special expertise in the subject of the committee on which they serve.
- (b) Committee member terms are indefinite.
- (c) Committee Members are expected to be forthcoming about any relationships they may have that could create a conflict of interest or the perception thereof. It is understood that this Member will abstain from votes or activities relative to the conflict (or may be instructed by the Board to do so).

Section 5 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 VII. Affiliations and Instructors

Section 1 Instructors

FLX DOG Instructors are volunteers and FLX DOG is committed to providing training and support to those individuals willing to undertake this level of commitment and responsibility to the Club. Profiles of each instructor's experience and credentials will be posted on the website.



The Curriculum Committee has full oversight and approval of all individuals qualified to teach classes at the club. It is the responsibility of the Curriculum Committee to set appropriate criteria for instructors based on the training philosophy of the Club. Only individuals who have been approved by the Curriculum Committee will be allowed to provide private training at the Club facility and will do so at the cost outlined in the Building Rental and Usage Policy.

The Curriculum Committee will provide the Scheduling Task Force with a complete list of approved instructors on a regular basis.

All class instructors must be current members of the Club and will receive no cash compensation. Instructors are given free use of the training facility.

Instructor Procedures:

- Instructors will be sent a class roster by email prior to the first class. The roster will indicate all students who have not yet paid.
 - Instructors are requested to verify and collect payment prior to the start of the first class session using the roster and payment features in BusyPaws.
 - Cash payment should be enclosed in a sealed envelope, printed with the service and customer name on the front of the envelope. The envelope should be placed in the locked box located at the building interior entrance.
 - Electronic payment may be submitted via BusyPaws invoice or via pay@flx.dog.
 - Students are to be informed that payments made after the first class session will be charged a late fee of \$10.
- Instructors are to remind all students of the Student Guidelines and are to enforce these guidelines to ensure the safety of all students and dogs in class.
- Instructors must promptly notify the Chairperson of the Curriculum Committee of any issues with students. In the event that the Chair of Curriculum is not available, the issue should be brought to the attention of the Board of Directors.

Section 2 Affiliations

FLX Dog Club is affiliated with the following organizations:

- FLX Flyball (NAFA and UFLi)
- FLX Disc Dogs (UpDog)



- Scent Work
- Obedience and Rally Obedience (AKC)
- FLX Dock Dogs (Ultimate Air Dogs (UAD))

Article VIII. Discipline

Section 1 Affiliation Organization Suspension

Any member who is suspended from any of the privileges of an organization of affiliation may be suspended from the club for an equal duration of suspension.

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 notarized charges containing specific facts signed under oath ("Charges") must be filed in duplicate with the Secretary together with a deposit, the amount to be established by the Board which shall be forfeited if such charges are not sustained or entertained by the Board. The Secretary shall promptly send a copy of the Charges to each Board member or present them at a Board meeting. 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 or a committee appointed by the Board not less than 3 weeks nor more than 5 weeks thereafter. The Secretary shall promptly send one copy of the Charges to the accused member by certified mail return receipt requested, or other form of receipted or acknowledged delivery and set forth a time and place at which the accused may attend and present any defense, call witnesses or answer.

Section 3 Board Hearing.

If the Board has a hearing, the Board or a committee appointed by the Board may hear the charges. The Board or the Board's appointed committee shall have complete authority to decide whether counsel may attend the hearing, but both complainant and accused shall be treated uniformly in that regard. Should the charges be sustained after hearing all the evidence and testimony presented by complainant and accused, the Board or Board's appointed committee may by a majority vote of those present reprimand or suspend the



accused from all privileges of the club for not more than six months from the date of the hearing. And, if the Board or the Board's appointed committee deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. Immediately after the Board or the Board's appointed committee 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 or the Board appointed committee's decision and penalty, if any.

Section 4 Expulsion.

The members shall 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 IX. Amendments

Section 1

Amendments to the constitution and bylaws may be proposed by the Board 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 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

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 and via email to each member at least two weeks prior to the date of the meeting.

Article X. Club Dissolution

Section 1 *Proposal to Dissolve.*

Dissolution of the Club may be proposed by a majority vote of the Board or by letter to the Board signed by at least 50% of the Members in Good Standing. The proposal shall state the reason for dissolution, the effective date of dissolution and recommendations for the disposition of Club assets. Notice of the proposal to dissolve along with a proxy statement



shall be mailed using the USPS in a separate envelope to all members at least 30 days prior to the meeting at which the vote to dissolve will be taken. Announcements of the proposal shall be made at all Club activities at times appropriate to be heard by all members.

Section 2 Vote.

A proposal to dissolve shall require an affirmative vote of 75% of the Members in Good Standing. Signed proxies received prior to the vote shall be counted. The motion to dissolve shall specify how equipment and facilities shall be disposed of and the recipient(s) of any remaining funds.

Section 3 Implementation of Dissolution.

When the dissolution becomes effective the Treasurer shall first endeavor to fulfill the terms of any leases or agreements in effect at the time of dissolution, then pay all outstanding debts and attempt to collect any money due the Club. The Secretary shall file any notices required by law with the appropriate agencies. The Board in conformance with the instructions of the membership shall dispose of the equipment and facilities. Any remaining funds shall be disbursed to a charitable organization selected by the Board that benefits dogs or promotes the well-being of dogs. No assets or funds shall inure to the benefit of any member.

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 other special rules of order the club may adopt.

FLX DOG
SPORTS TRAINING FITNESS FUN
GLOSSARY

Member in good standing — An individual who is not suspended by an organization of affiliation and whose dues for the year are already paid.

Types of Membership (must be defined in Article I, Section 1- non-voting types of membership do not count toward determination of a quorum):

Regular (Annual) — Enjoys all club privileges including the right to vote and hold office. A regular membership covers Two (2) adult members residing in the same household, each eligible to vote and hold office. A Junior (minor under age of 18) member must be under a Regular membership of at least 1 individual over the age of 18.

Basic (Seasonal) — Restricted to purchase of packages. Not eligible for voting and office holding (offered to individuals who live outside of the club's area; as well as to individuals who live in the club's area but are only interested in seasonal activities such as dock and disc).

Junior — Open to minors 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 seasonal) 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.

Uppermost limits for dues — In order to avoid frequent bylaw amendment, an uppermost limit (i.e. — Dues shall not exceed \$____) should be included for each type of membership, in addition to when and by whom the dues are set each year.

Reprimand — A written warning to a member after charges have been filed in accordance with the bylaws, and it is determined that the member's conduct was not severe enough to warrant a suspension or a recommendation for expulsion.

Notices — All club notices must be sent either via the US Postal Service or e-mail in accordance with with State Law.

Delegate Duties —the general duties of the Delegate must be listed.



Membership Agreement

Our club is a volunteer-driven organization. Having members' support is vital to our maintenance and growth. Members show support by donating time for activities such as attending/teaching classes, managing trials/events, and performing operational functions.

This section provides information for existing members as well as new members. Questions should be directed to info@FLX.Dog.

Membership Dues & Types: Full Membership (Annual) \$500 / Basic Membership (Seasonal) \$50 for 6 months

Existing Members: Membership dues must be paid on or before September 1 to continue membership benefits.

New Members: Anyone voted in between September 1 and Feb 29 pays full dues. Those voted between March 1 and Aug 31 pay half of the annual dues for the current year. Dues are payable once the membership accepts the applicant.

Membership Types:

- Founding Membership: *Attended original club founding meetings or have made significant contributions to the advancement of the club as determined by a 2/3 vote from club membership.*
- Full membership: A membership for up to 2 individuals living in the same household. This category includes junior handler(s) who must have adult supervision. Paid membership for the fiscal year, in lump sum or split into monthly payments (recurring payment contract must be in place). Full membership entitles members to full voting privileges and benefits.
- Basic (Seasonal) Membership: (Non-voting member) eligible to purchase packages.
- Membership on Hold: A member who is unable to participate in club activities due to special circumstances such as disability, family needs, job demands, etc. may elect to request membership be put on hold. Dues will not be refunded, but completion of membership requirements will be paused. To request this status change, send an email to info@FLX.Dog explaining the circumstances. The Board will review requests at their next meeting. The status change will be active until the member requests a change or to the end of the fiscal year (Aug 31).



Membership Lapse: If dues are not paid by the deadline, membership will lapse, and all benefits stopped. Membership can be reinstated within 11 months by membership vote and payment of dues. A *Member Renewal Form* must be submitted and will be considered at the next scheduled membership meeting. There could be a 60-day wait for review. Dues will be paid after the membership vote and membership will be reinstated upon receipt of dues payment.

Current Membership

Benefits

Members in good standing not only get to enjoy the friendship of like-minded dog owners, they also receive:

- Club meeting voting rights. Junior handlers do not have voting rights.
- up to 50% off Discount on FLX DOG classes.
- Discount on select FLX DOG trial premiums.
- Discount on select seminars.
- Special invitations to free member-only events.
- Holiday parties that include your four-legged friends.
- Annual Awards Banquet
- Notification of select events before non-members with the ability to register early.
- Building rental for personal dog training when building is not in use. Refer to the *Building Availability* section of our website for details.
- Members who demonstrate appropriate knowledge, dedication, and attitude are eligible to become instructors who receive additional privileges. Refer to the *Our Policies-Instructors* section of the website for additional information.

Responsibilities

Our Club operates through the efforts of its members. We expect members to participate in activities annually. All members **must**:

- Pay dues and complete a *Member Renewal Form* by September 1.



- Attend 3 (50%) membership meetings per year. Refer to the *Calendar* section of the website or the Club bulletin board for meeting dates. Only 1 member per household must attend.
- Promote and practice good sportsmanship as defined in the FLX DOG's *Code of Conduct*.

Members **must** also choose 1 of the following 3 options:

1. Register and attend 2 class sessions per year (typically 7-8 individual classes).

Exceptions occur for Instructors where:

- Instructor teaches 2 class session and registers/attends 2 class session per year.

2. Support Club administration by participating in administrative functions from the following list:

- Member of the Board of Directors
- Chair of one of the sport committees, i.e., Rally, Obedience, Agility, Scentwork
- Committee Chair or Co-Chair, i.e., Registration Committee, Membership Committee, Curriculum Committee
- Member of the cleaning crew for the year
- Monitor club email
- Trial Chair, Trial Secretary, or Trial Worker Herder

Many of the activities in this category are filled by vote and may not be available. If you are interested in one of the activities, please send an email with your interest to info@FLX Dog

3. Volunteer for 12 hours at a Club-sponsored trial/event or club miscellaneous activity/duty (can be cumulative across multiple activities). A list of some of the most common volunteer activities is available on the bulletin board. Volunteer activities must be documented by completion of a *Volunteer Activity Form* or included in a list from the activity coordinator for large group activities. The list must include participant's name, volunteer activity/job worked, location of activity, date of activity, and number of volunteer hours.

New Membership Application



New member applicants must show that they are willing and able to attend meetings as well as work at and participate in Club activities. Prior to acceptance of a prospective member's application, the following requirements must be completed.

- Within two months prior to submitting a *Membership Application*:
 1. Take 2 class sessions, or
 2. Complete 4 hours of volunteer work for the club. For Activities must be documented by completion of a *Volunteer Activity Form*. Volunteer activities typically include participating in trials/events, special projects, or building projects.
 3. Attend 1 membership meeting as a guest. Only 1 member of each household must attend.
- Submit a *New Membership Application* with:
 1. Endorsement by 2 club members in good standing. The best way to get sponsorship is to attend classes and events so you get to know the members.
 2. Applicant signature indicating you have reviewed our definition of good sportsmanship and agree to practice FLX DOG's *Code of Conduct*.
 3. A Hold Harmless Form if you have not submitted one in the past.
- Submit your application on the portal

Your application will be voted on at the membership meeting held after you have met all the above requirements. Membership meetings are scheduled 5-6 times per year. Until your application has been formally approved, you are not eligible for member benefits/pricing.

A confirmation email will be sent once your application is approved requesting that you forward your membership dues. Once the dues are received, you will receive access to the membership section of the website and be eligible for member benefits/pricing.

Volunteer Activities

Volunteer activities must be documented by completion of a *Volunteer Activity Form* or included in a list from the activity coordinator for large group activities. The list must include participant's name, volunteer activity/job worked, location of activity, date of activity, and number of volunteer hours.



A list of volunteer activities is often available on the bulletin board. If you are interested in helping at trials, contact the trial secretary if nothing is posted.

It is the policy of FLX Dog Club (FLX DOG) to make its training facility available for rental to members for training practice, private lessons and for Club approved seminars or events. If you are a member or instructor please refer to the Building Availability page for our policy on use by members and instructors. **The building is not available for rental during regularly scheduled classes or FLX DOG sanctioned events.**

Club approved Seminars and Events must meet the following criteria:

- Our club members must be allowed to participate in the event.
- Benefits to the club must balance loss of income.

The purpose of this policy is to protect students, instructors, and the dogs by establishing a guideline and to clarify what is acceptable dog behavior.

Aggressive behavior is an act that can be potentially harmful or dangerous to humans or dogs. Some examples might be, but are not limited to, the following:

- Unprovoked growling or snapping at other dogs or humans.
- Demonstrating unnecessary aggression toward the handler, other dogs, or other people. It is understood that some dogs may have space requirements and that due consideration shall be given to the dog's needs.
- Charging or running down another dog.
- Attacking another dog or owner/handler.
- Biting another dog, owner/handler or Instructor.

Owners/Handlers are responsible for their dog's behavior at all times and for assuring that their dog does not trespass into another dog's space.

Procedure:

1. Acts of aggression must be reported to an Instructor or Board Member. Any and all witnesses will be contacted for information. If needed, the Board of Directors will be consulted. The owner/handler will be notified of the incident being reviewed.
2. Depending on the severity of the incident, the Instructor retains the right to ask the owner/handler to remove the dog from class immediately. The owners/handlers of



all dogs involved will be asked for a written statement documenting the circumstances surrounding the incident.

3. Instructor or Board Member will review all reports, discuss the incident with all involved parties, and will make a recommendation to the Board of Directors concerning the dog's continuation in the class and in future club activities.
4. Each incident will be evaluated on a case by case basis, as it is understood that there may be extenuating circumstances.

The Club is committed to working with dogs that have behavior problems and giving them the opportunity to improve their behavior. There is, however, the possibility that a dog may be aggressive to the extent that it poses a threat to other dogs or people, and that it is in the best interest to discontinue participation in classes and/or club activities. Refund of class payments will be made at the discretion of the Board.

Dogs exhibiting aggressive behavior may be banned from group classes. The recommendation for private lessons may be given until the dog can be re-evaluated to return to group classes.

A Hold Harmless Agreement must be signed by all members, students, observers, and owners of a dog working in our building. Competitors sign a hold harmless agreement per their registration form approved by each trial chair.

A current rabies certificate is required to be on file for each dog participating in classes.

Our equipment is for safe practice of dog sports only.

- **Use only equipment you and your dog have been trained for**, including bracing and moving practices. There should be no attempt to move the Dog Walk without an instructor present. When moving the Teeter or A-frame, take precautions not to scrape or gouge the floor (use dollies or furniture movers under the A-frame corners).
- Children may not play on equipment or furnishings.
- Teacup equipment is to be used for teacup trials only.
- Fitness equipment requires training and clipped canine nails.
- Inspect each piece of equipment prior to use. If a piece of equipment is broken or damaged, tag it out by placing a taped note on the equipment, and report on the sign out sheet and email INFO@FLX DOG.COM



Clean up after your dog and yourself. This includes double cleaning all dog accidents and placing waste in the outside garbage can, cleaning your crate to leave it as you found it, no food/treats left in the building, leave sanitary facilities as clean as you found them.

Safety Each handler is responsible for their own dog. Dogs must be on leash entering, exiting and when not working in the ring. Give and ask others for your dog's space including instructing others if your dog is reactive or will bite. Any injury must be reported and signed by all parties involved. The member in charge shall follow up with an email to [info@FLX Dog](mailto:info@FLXDog) to alert the Board of Directors. All members in charge should direct participants to the first aid kit and to contact information for emergency vets and hospitals. See also our Dog Aggression Policy.