

# CONSTITUTION

## Article I

### Name, Objects and Policy

Section I. The name of the Club shall be German Shepherd Dog Club of Greater Washington, D.C., Inc.

Section II. The objects of the Club shall be:

(A) To encourage and promote the breeding of purebred German Shepherd 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 breed as approved by the American Kennel Club as the only standard of excellence by which German Shepherd Dogs shall be judged;

(C) To do all in its power to protect and advance the interests of the breed by encouraging sportsman-like competition at dogs shows and obedience trials and to demonstrate to the public the ability and general utility of the breed;

(D) To conduct each year a licensed specialty show and obedience trial under the rules of the American Kennel Club;

(E) To obtain publicity and support legislation beneficial to the best interest of the dog breeders and owners.

Section III. Policy:

A litter or dog recommendation by a member of the German Shepherd Dog Club of Greater Washington, D.C., Inc. is a personal recommendation only and is not endorsed by the Club. The Club as such does not make any litter or dog recommendation. Members of this Club are not authorized to officially use the Club's name to transact personal business.

## Article II

### Membership

Section I. Eligibility: All applicants must be in good standing with the A.K.C. and must subscribe to the purpose of this Club. Applicants must own one or more registered German Shepherd Dogs, except in meritorious cases.

Article III

Meetings and Voting

Section 1. Voting: Voting in annual elections or any official meeting shall be limited to two votes per family membership (living in the same household). Proxy voting shall not be allowed at any time.

Section 2. Members must attend at least four (4) meetings in the previous twelve (12) months as a qualification for voting on Constitution and By-Law changes, on membership application and for Officers and Directors.

Article IV

Discipline

Section I. American Kennel Club Suspension: Any member who is suspended from privileges of the American Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

Article V

Amendments

Section I. Amendments: The Constitution and By-Laws may be amended by a 2/3 majority of the votes cast by the members present at any regular, or special meeting called for that purpose; but the proposed amendments must be embodied in the call for any such meeting and mailed or electronically communicated to each member at least 10 days prior to the date of such meeting.

Article VI

Dissolution

Section I. Dissolution: The Club may be dissolved at any time by the written consent of not less than  $\frac{3}{4}$  of the members. After payment of all of the debts of the Club, its property and assets shall be donated to a worthy humane organization as ascertained by the dissolving members.

By-Laws

Section I – Dues

Dues: Membership dues for each fiscal year shall be determined by the members at the regular meeting in March of each year.

(A) Associate members elected in regular membership shall pay a minimum initiation fee of \$15.00 Individual or family. This fee must be paid within 30 days of notification of acceptance.

(B) Members accepted into the Club during the last six months of the fiscal year shall be charged ½ of the regular yearly dues.

(C) Dues shall become payable on May first of each year. During the month of March, the Secretary shall send to each member a statement of his dues for the ensuing year. Members whose dues are not paid by June first shall be dropped from the membership rolls.

Section II – Membership

Election of Membership: Applications will be sent to the prospective applicant by the secretary only upon the approval of the board. Prospective applications will be reviewed by the membership committee and upon this committee's findings the board will take action.

(A) Applications must be returned to the secretary within 60 days. Returned applications for membership shall be reviewed by the Board of Directors at the following Board meeting and brought before the membership at the next regular meeting for approval by the 2/3 majority of the votes cast by secret ballot. No applicant who has been rejected at any meeting may reapply within the next six months after the date of the last such rejection.

(B) Change of Membership Status: Membership status change from individual to family (to include other household members) can only be accomplished by procedures outlined for new members. Financial adjustments required will be determined by the Board of Directors. No initiation fee will be required.

(C) Single membership is limited to persons 18 years of age or older. Family membership consists of husband and wife and their children under 18 or other adults living in the same household.

(D) Termination of Membership: Memberships may be terminated:

(1) By resignation: Any member in good standing may resign from the Club upon written notice to the Secretary; but no members may resign when in debt to the Club. Dues obligations are considered a debt to the Club and they become incurred on the first day of each fiscal year.

(2) By Lapsing: A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 30 days after the first day of the fiscal year.

(E) A previous (less than 2 years) member may be reinstated by a vote of 2/3 vote of the eligible members voting at a regular meeting. A full years dues must be paid regardless of time reinstated; however, an initiation fee will not be required.

### Section III – Meetings

1. Club Meetings: Meetings of the Club shall be held in the Metropolitan area of Washington D.C. the fourth Friday of each month at 7PM. In the event of a meeting change, the secretary will notify the membership by phone, mail, or electronic communication. The quorum for such a meeting shall be 15% of the total regular membership (2 of which must be Board members).

2. Special Club Meetings: Special Club meetings may be called by the President, or by a majority vote of the members of the Board, or by the Secretary upon receipt of a petition signed by five members of the Club who are in good standings. Such special meetings shall be held in the Metropolitan area of Washington, D.C. at such hour and place as may be designated by the persons or person authorized herein to call such meetings. Written notice of such meeting shall be mailed or e-mailed by the Secretary at least 5 days and not more than 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 there at. The quorum for such a meeting shall be 15% of the total regular membership, two of whom shall be Board Members.

3. Board Meetings: Meetings of the Board of Directors shall be held in the Metropolitan area of Washington, D.C. on one day of each month at such hour and place as may be designated by the President. Notice of each such meeting shall be mailed or e-mailed by the Secretary at least 5 days prior to the date of the meeting. The quorum for such a meeting shall be a simple majority of the members of the Board.

4. Special Board Meetings: Special meetings of the Board may be called by the President or by the Secretary upon receipt of a written request signed by at least 3 members of the Board. Such special meetings shall be held in the Metropolitan area of Washington D.C. and at hour and place as may be designated by the person authorized herein to call such meeting. Written notice of such meetings shall be mailed or e-mailed by the Secretary at least 5 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. A quorum for such a meeting shall be a simple majority of the members of the Board.

#### Section IV – Board of Directors and Officers

1. Board of Directors: The Board shall be comprised of all elected officers and directors. All of the officers and directors shall be elected for one-year terms at the Club's annual meeting. General management of the Clubs affairs, including authorization for expenditures, shall be entrusted to the Board of Directors.

2. Officers: The Club's officers consisting of the President, Vice President, Secretary, and Treasurer, 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 the Board, and shall have the duties and powers normally appurtenant to the office of the President in addition to those particularly specified in the Constitution and By-Laws.

(B) The Vice President shall have the powers to exercise the duties of the President in case of the President's death, absence or incapacity.

(C) The Secretary shall keep a record of all matters of which a record shall be ordered by the Club. He/she shall keep a roll of members of the Club with addresses. He/she 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, and carry out such other duties as are prescribed in the Constitution and By-Laws.

(D) The Treasurer shall collect and receive all monies due or belonging to the Club and receipt therefore, and shall pay the approved obligations of the Club. Club funds: He/she shall deposit the Club's funds in a bank satisfactory to the Board, in the name of the Club. The books shall at all times be open to inspection of the membership and he/she shall report to them at every meeting the condition of the Club's finances, and at the annual meeting he/she shall render an account of all monies received and expended during the previous fiscal year. If at any time the membership feels that it is necessary for the Treasurer to be bonded, the expense shall be borne by the Club.

3. Directors: The Directors consist of a Director of Training and Directors at Large.

(A) The Director of Training shall be responsible for:

(1) Directing members to obedience training classes which are conducted in accordance with approved A.K.C. obedience regulations and for keeping himself/herself informed of all the latest approved training methods.

(2) Directing members to people who can assist them with conformation and show ring procedures in accordance with the A.K.C. regulations.

(B) Directors at Large will represent the membership in all Board of Directors functions. If there are more than twenty-five (25) members, two Directors at Large shall be elected to represent the first one hundred members. For each additional hundred or portion thereof, two additional Directors shall be elected.

4. Vacancies: Vacancies occurring on the Board of Directors during the year shall be filled for the unexpired term of office by a majority vote at a Special Election of all members of the Club present at its first regular meeting following the creation of such vacancy. (If any member of the Board shall be absent from three consecutive regular Board Meetings, he/she shall be deemed to have resigned from office upon review by the Board.)

#### Section V – The Club Year, Annual Meeting, Elections

1. The Club Year: The Club's fiscal year shall begin on the first day of May and end on the 30<sup>th</sup> of April.

(A) 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.

2. The annual meeting shall be held two months after the annual Specialty Show at which time Officers and Directors for the ensuing year shall be elected.

3. Elections: The nominated candidate receiving a majority of votes cast for each office of the Board of Directors shall be declared elected. If more than two candidates are nominated and none receive a majority, then two candidates receiving the highest number of votes cast shall have a runoff.

4. Nominations: During the month of August a nominating committee shall be elected by written secret ballot from qualified members in good standing at the regular general membership meeting. The committee shall consist of three (3) members of whom not more than one shall be a member of the Board. (The President will neither be elected as a regular member nor serve as an "ex officio" member of the committee.) The committee meeting shall elect a chairman and it shall be his/her duty to call a committee meeting which shall be held on or before the September regular meeting.

(A) The committee shall nominate one candidate for each office and two candidates for the two other positions 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 notify each member in the call for the annual election meeting, of the candidates so nominated.

(C) Additional nominations may be made at the October meeting by any qualified member in good standing in attendance provided that the person so nominated does not decline when his/her name is proposed, and provided further that if the proposed

candidate is not in attendance at this meeting, his/her proposer shall present to the secretary a written statement from the proposed candidate signifying his willingness to be a candidate.

(D) No person may be a candidate in a Club election who has not attended at least four (4) meetings during the previous year. No person shall hold more than one (1) elective office.

5. The President shall each year appoint a Show Secretary and Chairman, a membership committee consisting of three members, one of whom must be a member of the General Membership, and an audit committee consisting of at least three members.

6. Performance Committee:

(A) The Performance Committee will be responsible for assisting the Show Chairman and Show Secretary in the annual obedience trial of the GSD Club of Greater Washington, D.C.

(B) The Performance Committee will maintain executive veto power for all matters pertaining to the performance functions of the Club (including, but not limited to: obedience trial, matches, and training). The committee is bound to vote in the best interest of the performance of the Club, and will require a majority (2 of the 3 committee members) in order to execute a veto on any item.

(C) Eligibility for nomination to the Performance Committee, which will be composed of 3 club members who are in good standing and have attended at least 3 meetings or performance events in the prior 12 months, and who have earned a minimum of two AKC titles in any approved AKC titling class (including but not limited to: agility, obedience, rally, freestyle, flyball and tracking).

(D) If there are more than 3 eligible members wishing to participate in the Performance Committee, the Training Director will choose 3 members.

(E) Appointment to the Performance Committee will be for one year. Each November there will be an opportunity for new members who are eligible to participate.

#### Section VI – Discipline

1. Charges: Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$10.00 which shall be forfeited if such charges are not sustained. The Secretary shall promptly notify the Board which shall meet and fix a date of the Board hearing not less than three weeks nor more than six 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 as an assurance that the defendant may personally appear in his/her own defense and bring witnesses if he/she wishes.

2. Board Hearings: The Board shall have complete authority to decide whether counsel may attend the hearing, but if both complainant and defendant do not appear, he/she may be assumed guilty. 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 months from the date of the hearing. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such cases, 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 findings 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.

3. 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 Part 2 of this article. Such proceedings may occur at regular or special meetings of the Club 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 if he/she had attended the Board Hearing, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations and invite the defendant, if present, to speak in his/her own behalf if he/she wishes. The members shall then vote by secret written 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 suspension shall stand.

### Section VII – Order of Business

1. At General Membership Meetings, the order of business, unless otherwise directed by a quorum, shall be as follows:

- (1) Roll Call
- (2) Minutes of the Last Meeting
- (3) Report of the Board
- (4) Report of the President
- (5) Report of the Secretary
- (6) Report of the Treasurer
- (7) Report of the Committees
- (8) Unfinished Business
- (9) New Business
- (10) Election of New Members
- (11) Election of Officers and Directors at Large (at annual meeting)
- (12) Adjournment



2. At Meetings of the Board, the order of business, unless otherwise directed by a majority vote of those present, shall be as follows:

- (1) Reading of Minutes of Last Meeting
- (2) Report of Secretary
- (3) Report of Treasurer
- (4) Report of Committees
- (5) Unfinished Business
- (6) Election of New Members
- (7) New Business
- (8) Adjournment

3. All meetings of the Club and Board will be held under *Robert's Rules of Order*.

(In accordance with the bylaws, this document was updated and voted upon by the membership on 15 Sept 2012.)