

# **BLUE RIDGE CAVALIER KING CHARLES SPANIEL CLUB, INC.**

## **CONSTITUTION**

### **ARTICLE I**

#### **Name and Objects**

**SECTION 1.** The name of the Club shall be BLUE RIDGE CAVALIER KING CHARLES SPANIEL CLUB, INC.

**SECTION 2.** The objects of the Club shall be:

- (1) To encourage and promote quality in the breeding of purebred Cavalier King Charles Spaniels and to do all possible to bring their natural qualities to perfection;
- (2) 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 Cavalier King Charles Spaniels shall be judged;
- (3) To do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows;
- (4) To conduct sanctioned matches and dog shows 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.

# **BLUE RIDGE CAVALIER KING CHARLES SPANIEL CLUB, INC.**

## **BYLAWS**

### **ARTICLE I**

#### **Membership**

**SECTION 1.** There shall be three (3) types of membership open to all persons who are in good standing with The American Kennel Club and who subscribe to the purposes of this Club.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders and exhibitors in its immediate area.

a. Single Active. A single active member in good standing shall be any person who is eighteen (18) years of age or older, is in good standing with The American Kennel Club, who subscribes to the purposes of the Club, and who remains current in dues owed to the Club.

b. Family Active. Family active members in good standing shall be any couple who are eighteen (18) years of age or older, are in good standing with The American Kennel Club, who subscribe to the purposes of the Club, and who remain current in dues owed to the Club. Each of the parties of a Family Active membership shall be entitled to one (1)

vote. Each of the Parties shall be eligible to hold office and/or serve on the Board of Directors.

c. Junior. Junior members shall be persons ten (10) to Seventeen (17) years of age. They can not vote or hold office, but may serve on committees without committee vote. They may convert to regular membership upon attaining their eighteenth (18th) birthday. Dues shall be half (1/2) that of a Single Active Member.

***REPLACE WITH THE FOLLOWING:***

**SECTION 1.** There shall be four (4) types of membership open to all persons who are in good standing with The American Kennel Club and who subscribe to the purposes of this Club.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders and exhibitors in the greater Asheville, North Carolina area.

a. Regular Membership. Regular membership shall be open to all persons eighteen (18) years of age or older who owns or whose household member owns a Cavalier King Charles Spaniel, is in good standing with The American Kennel Club, who subscribes to the purposes of the Club, and who remains current in dues owed to the Club. Regular members shall be entitled to all rights and privileges of the Club, including voting and holding office.

b. Associate Membership. Associate membership shall be open to all persons eighteen (18) year of age or older who are interested in the Cavalier King Charles Spaniel, is in good standing with The American Kennel Club, who subscribes to the purposes of the Club, and who remains current in dues owed to the Club. Associate members shall be entitled to all rights and privileges of the Club, except they shall not be permitted to vote, hold office, or be counted for the purposes of establishing a quorum.

c. Household Membership. Household membership shall be open to one person residing in the same household of a Regular member who is eighteen (18) years of age or older, who owns or whose household member owns a Cavalier King Charles Spaniel, is in good standing with The American Kennel Club, who subscribes to the purposes of the Club, and who remains current in dues owed to the Club. Household members shall be entitled to all rights and privileges of the Club, including voting and holding office.

d. Junior. Junior members shall be persons ten (10) to seventeen (17) years of age. They may not vote, hold office, be counted for the purposes of establishing a quorum, but may serve on committees without committee vote. They may convert to a Regular or Associate membership upon attaining their eighteenth (18th) birthday.

**SECTION 2.** Dues. Dues for Single Active Members are \$15.00 per year. Dues for Family Active Members are \$20.00 per year. All dues are payable on or before the 1st day of January of each year. No member may vote whose dues are not paid for the current year. During the Month of November the Treasurer shall send to each member a statement of dues for the ensuing year. The dues figures may be changed by a majority vote of the members present at an Annual Meeting.

***REPLACE WITH THE FOLLOWING:***

**SECTION 2.** Dues. Dues for a Regular membership shall not exceed \$75.00. Dues for an Associate membership shall not exceed \$50.00. Dues for a Household membership shall not exceed one half (1/2) of a Regular membership. Dues for a Junior membership shall not exceed \$20.00. Dues for the next calendar year shall be established by a majority vote of the membership present at the Annual Meeting. All dues are payable on or before the 1st day of January of each year. No Regular or Household member may vote whose dues are not paid for the current year. During the month of November the Treasurer shall send to each member a statement of dues for the ensuing year. Any new membership voted on after November 1st shall constitute membership for the next calendar year.

**SECTION 3.** Election to Membership. Each applicant for membership shall apply on a form as approved by the Board

of Directors. Said form may be obtained from the Secretary. The form shall provide that the applicant agrees to abide by the Constitution and Bylaws and the Rules of The American Kennel Club, and the Constitution, Bylaws, and the Rules of the American Cavalier King Charles Spaniel Club, and the Constitution, Bylaws, and the Rules of the Blue Ridge Cavalier King Charles Spaniel Club, Inc. The application shall state the name, address, and occupation of the applicant(s) and it shall carry the endorsement of two Active (substitute the words – Regular or Household) members in good standing, who have been members for one (1) year. Such application may be for Active or Junior membership. (substitute the words – Regular, Associate, Household or Junior membership.) 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. At the next club meeting the application will be voted upon and affirmative votes of two thirds (2/3) of the members present and voting by secret ballot at that meeting shall be required to elect the applicant. Applicants for membership who have been rejected by the Club may not reapply within six (6) months after such rejection.

**SECTION 4. Termination of Membership.** Membership 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 become incurred on the first (1st) 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 ninety (90) days after the first (1st) 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 any person be entitled to vote at any Club meeting or via any mail ballot if that member's dues remain unpaid as of the date of the vote or meeting.
- c. By expulsion. A membership may be terminated by expulsion as provided in **ARTICLE VI** of these Bylaws.

## **ARTICLE II**

### **Meetings**

**SECTION 1. Club Meetings.** The Club shall have no less than eight (8) meetings during any calendar year in the greater Asheville, North Carolina area at such time and place as may be designated by the Board of Directors. However, there shall be a required meeting during the month of August each year. Written notice of each such meeting shall be mailed at least (10) days prior to the date of the meeting. In the event the date of said meeting must be changed by the Board due to an emergency, notice of said substitute meeting shall be mailed at least ten (10) days prior to the date of said substitute meeting. The quorum for such meetings shall be twenty percent (20%) of the 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 (5) members of the Club who are in good standing. Such special meetings shall be held in the greater Asheville, North Carolina area at such place, date and hour as may be designated by the Board of Directors. Written notice of such meeting shall be mailed by the Secretary no more than seven (7) days from the date it is received by the Secretary and no less than ten (10) 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 meetings shall be twenty percent (20%) of the members in good standing.

**SECTION 3. Board Meetings.** The first meeting of the Board shall be held immediately following the election. Other meetings of the Board of Directors shall be held at such times and places in the greater Asheville, North Carolina area as are designated by the President or by a majority vote of the entire Board. Written notice of each such other meeting shall be mailed by the Secretary to each member of the Board at least ten (10) days prior to the date of the meeting. The quorum for a Board Meeting shall be a majority of the Board.

**SECTION 4. Special Board Meetings.** Special meetings of the Board may be called by the President or three (3) members of the Board. A request for a Special Board Meeting shall be made to the Secretary in writing, signed by all those requesting the meeting. The meetings shall be held at such time and place in the greater Asheville, North Carolina area as are designated by the President or by a majority vote of the entire Board. Written notice of a Special Board Meeting shall be mailed no more than seven (7) days from the date it is received by the Secretary and no less than ten (10) days prior to the date of the meeting, and said notice shall state the purpose of the meeting and that no other business may be discussed. Minutes of Special Board Meetings shall be mailed to all Board Members within two (2) weeks of the meeting. A quorum for a Special Board Meeting shall be a majority of the Board.

**SECTION 5. Voting.** Each Active Member (substitute the words – Regular or Household Member) in good standing whose dues are paid for the current year shall be entitled to one (1) vote at any meeting of the Club at which he is present. Each member of the Board of Directors shall be entitled to one (1) vote on any issue before the Board. In all cases, the presiding officer shall vote in accordance with Robert’s Rules of Order. Proxy voting shall 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 Officers and three (3) other persons, all of whom shall be members in good standing and all of whom shall be elected for one-year terms at the Club’s Annual Meeting as provided in **ARTICLE IV** and shall serve until their successors are elected. General management of the Club’s affairs shall be entrusted to the Board of Directors.

**SECTION 2. Officers.** The Club’s officers, consisting of the President, Vice President, Secretary, and Treasurer, shall serve in their respective capacities both with regard to the Club and its meetings and the Board and its meetings.

a. President. The President shall preside at all meetings of the Club and the Board of Directors and shall have the duties and powers normally appurtenant to the office of the President in addition to those particularly specified in these Bylaws.

b. Vice President. The Vice President shall have the duties of and exercise the powers of the President in the event of the President’s death, absence, incapacity, resignation, or removal from office.

c. Secretary. The Secretary shall keep a record of all meetings of the Club, 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, and carry out such other duties as are prescribed in these Bylaws.

d. Treasurer. The Treasurer shall collect and receive all moneys due or belonging to the Club. Moneys shall be deposited in a bank designated by the Board, in the name of the Club. The books shall at all times be open to inspection by the Board and a report shall be given at every meeting 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 Treasurer shall be bonded in such amount as the Board of Directors shall determine.

**SECTION 3. Vacancies.** Any 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 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.

### **ARTICLE IV**

## **The Club Year, Annual Meeting, Elections**

**SECTION 1. Club Year.** The Club's fiscal year shall begin on the first (1st) day of January and end on the last 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 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 thirty (30) days after the election.

**SECTION 3. Nominations.** No person may be a candidate in a Club election who has not been nominated. During the first week of June, the Board shall select a Nominating Committee consisting of three (3) members, not more than one of whom may be a member of the Board. The Secretary shall immediately notify the Committeemen of their selection. The Board shall name a Chairman for the Committee and it shall be such person's duty to call a Committee meeting and submit a report to the Secretary prior to July 15th.

a. **Number of Candidates.** 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. In no case shall the report be made later than July 15th.

b. **Member Notification.** Upon receipt of the Nominating Committee's report, the Secretary shall, at least two (2) weeks before the required August meeting, notify each member in writing of the candidates so nominated.

c. **Additional Nominations.** Additional nominations may be made at the required August meeting by any **Active** 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, 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. **Annual Meeting Nominations.** Nominations cannot be made at the Annual Meeting or in any manner other than as provided in this Section.

## **ARTICLE V Committees**

**SECTION 1. Standing and Special Committees.** The Board may each year appoint standing committees to advance the work of the Club in such matters as dog shows, obedience 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**

**SECTION 1. The American Kennel Club Suspension.** Any member who is suspended from 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. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of twenty-five dollars (\$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 interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date for a Hearing by the Board not less than three (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 Hearing and an assurance that the defendant may personally appear in his own defense and bring witnesses if he/she wishes.

**SECTION 3. Board Hearing.** The Board shall have complete authority to decide whether counsel 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 the complainant and defendant, the Board may by a majority vote of those present reprimand or suspend the defendant from all privileges of the Club for not more than six (6) 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 case, the suspension shall not restrict the defendant's right to appear before his/her fellow members at the ensuing Club meeting which considers the Board's recommendation. Immediately after the Board has reached a decision, its finding shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the Board's decision and penalty, if any.

**SECTION 4. Expulsion.** Expulsion of a member from the Club may be accomplished only 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 within sixty (60) days but not earlier than thirty (30) days after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing in his 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 members shall then vote by secret ballot on the proposed expulsion. A two thirds (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 VII**

### **Amendments**

**SECTION 1. Method of Proposing.** Amendments to the Constitution and Bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by twenty percent (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. Method of Adoption.** The Constitution and Bylaws may be amended by a two thirds (2/3) secret vote of the members present and voting at any regular or special meeting called for that 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. Method.** The Club may be dissolved at any time by the written consent of not less than two thirds (2/3) of the members. In the event of the dissolution of the Club other than for purposes of reorganization whether voluntary or involuntary or by operation of law, none of the property of the Club nor any proceeds thereof nor any assets of the Club

shall be distributed to any member of the Club, but after payment of the debts of the Club, its property and assets shall be given to a charitable organization for the benefit of dogs selected by the Board of Directors.

## **ARTICLE IX**

### **Order of Business**

**SECTION 1.** Regular Club Meetings. At meetings of the Club, the Order of Business, so far as the character and nature of the meeting may permit, shall be as follows:

Roll Call  
Minutes of Last Meeting  
Report of President  
Report of Secretary  
Report of Treasurer  
Reports of Committees  
Election of Officers and Board (Annual Meeting)  
Election of New Members  
Unfinished Business  
New Business  
Announcements  
Adjournment.

**SECTION 2.** Board Meetings. At meetings of the Board, the Order of Business, unless otherwise directed by majority vote of those present, shall be as follows:

Minutes of Last Meeting  
Report of President  
Report of Secretary  
Report of Treasurer  
Reports of Committees  
Unfinished Business  
New Business  
Announcements  
Adjournment.

## **ARTICLE X**

### **Parliamentary Authority**

**SECTION 1.** Robert's Rules of Order. The rules contained in the current edition of "Robert's Rules of Order, Newly Revised," shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any other special rules of order the Club may adopt.

Revised and amended  
February 20, 2001  
August 14, 2005  
12/06