

**GRAND VALLEY KENNEL CLUB, INC.  
CONSTITUTION**

**ARTICLE I  
Name and Objects**

SECTION 1 The name of the Club shall be **GRAND VALLEY KENNEL CLUB, INC.**

SECTION 2 The objectives of the Club shall be:

- (a) to further the advancement of all breeds of purebred dogs;
- (b) to do all in its power to protect and advance the interest of all breeds of purebred dogs and to encourage sportsmanlike competition at dog shows, agility trials, and obedience trials;
- (c) to conduct sanctioned matches, dog shows, agility, rally, and obedience trials under the rules of the American Kennel Club;
- (d) to abide by the AKC rules and regulations governing dog shows, agility trials, rally, and obedience trials.

SECTION 3 The club shall not be conducted or operated for profit and no part of any profits or remainder of 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 objectives.

**BYLAWS**

**ARTICLE I  
Membership**

SECTION 1 Eligibility

There shall be four types of membership open to all persons who are in good standing with the American Kennel Club (AKC) and who subscribe to the purposes of the Grand Valley Kennel Club (GVKC) and the American Kennel Club.

- (a) Family
- (b) Individual, open to all persons eighteen years of age or older
- (c) Junior Member, open to all persons under 18 with an adult sponsor
- (d) Friends of the Grand Valley Kennel Club

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

## SECTION 2 Newsletter/Correspondence Subscribers

There shall be a non-voting membership designated as "Friends of the Grand Valley Kennel Club" that entitles such individuals to newsletters and mail or electronic (email) notification of club events. All other rights and privileges of full membership shall not apply.

## SECTION 3 Dues

Family, Individual, Junior, and Friends of the Grand Valley Kennel Club membership dues and fees shall be determined by the Board annually at the October meeting. Families consist of adults and children under eighteen (18) years of age in the same household. All dues for new membership shall be at the full rate for those elected to membership between January and June and at one-half (1/2) of the full rate for those elected to membership between July and December. By the 15<sup>th</sup> day of November the Treasurer shall send each member a statement of dues for the ensuing year.

## SECTION 4 Elections to Membership

Each applicant for membership shall submit a form approved by the board of Directors in an application packet that includes an owner/handler agreement, a signed statement that the applicant is in good standing with the AKC, the Constitution and Bylaws of the GVKC, and the Code of Sportsmanship of the American Kennel Club. The application shall carry the endorsement of two members in good standing. Accompanying the application, the prospective member shall submit dues payment for the current year, which shall be returned if the applicant is rejected. Each applicant must attend at least one regular meeting prior to submitting his or her application.

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; a seventy-five percent (75%) affirmative vote of the members present and voting at this meeting shall be required to elect the applicant to membership.

Applicants for membership who have been rejected by the club may not reapply within six (6) months after such rejection.

## SECTION 5 Termination of Membership

Memberships may be terminated:

- (a) By resignation. Any member in good standing may resign from the Club upon written notice to the Secretary. Any member who resigns when in debt to the Club will not be considered for membership renewal until the debt is fully satisfied.

- (b) By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid as of the January Board meeting. However, the Board may grant an additional thirty (30) days of grace period to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting when dues are unpaid as of the date of that meeting.
- (c) By expulsion. A membership may be terminated by expulsion as provided in Article VI of these Bylaws.
- (d) Individuals whose memberships have terminated must reapply with a new application to resume membership.
- (e) A written request for refund of dues will be considered by the Board on a case-by-case basis.

## **ARTICLE II Meeting and Voting**

### **SECTION 1 Regular Club Meetings**

Regular meetings of the Club shall be held in Mesa County, Colorado, on the THIRD Tuesday of each month at such hour and place as may be designated by the Board of Directors. The quorum for such meetings shall be twenty percent (20%) of the members in good standing.

### **SECTION 2 Special Meetings**

Special 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 twenty percent (20%) of the members of the Club who are in good standing. Such special meetings shall be held in Mesa County, Colorado, at such place, date, and time as may be designated by the person or persons authorized herein to call such meetings and shall take place within fifteen (15) days after said call, majority vote, or receipt. The Secretary shall mail or e-mail written notice of such meeting to all members in good standings at least five (5) days prior to the date of the meeting, and such notice shall state the purpose of the meeting. No other Club business may be transacted at such special meeting. The quorum for such meeting shall be fifty percent (50%) of the members in good standing.

### **SECTION 3 Board Meetings**

Meetings of the Board of Directors shall be held in Mesa County, Colorado, prior to the regular monthly meeting at a time and place announced at the previous regular meeting or by personal contact at least (5) five days prior to the Board meeting. The quorum for such meeting shall be a majority of the members of the Board. Board meetings shall be open to all members as non-participating spectators.

Any member wishing to address the Board will need to contact the Secretary or President to be given time on the agenda.

#### SECTION 4 Special Board Meetings

Special meetings of the Board may be called by the President and shall be called by the Secretary upon receipt of a written or e-mail request approved by three (3) members of the Board. Such special meetings shall be held in Mesa County, Colorado, at such place, date, and time as may be designated by the person or persons authorized herein to call such meeting. The meeting shall take place within fifteen (15) days after said call or receipt. The Secretary shall give notice of such meeting to all members of the Board at least three (3) days prior to the date of the meeting. No other Club business may be transacted at such special meeting. The quorum for such meeting shall be fifty percent (50%) of the Board.

#### SECTION 5 Voting

Each adult member (18 and older) in good standing, whose dues are paid for the current year, shall be entitled to one vote at any regular meeting of the Club at which they are present. Proxy voting will not be permitted at any Club or Board meeting or election.

### **ARTICLE III Directors and Officers**

#### SECTION 1 Board of Directors

The Board of Directors shall consist of the President, Vice-President, Secretary, Treasurer, and three (3) elected members, all of whom shall be members in good standing. All shall be elected for a one (1) year term with the exception of the Secretary who shall be elected for a two (2) year term. The immediate Past-President and current show chair person may be included as non-voting members of the Board. In the interest of accomplishing the management affairs of the Club, a Board member who misses a total of three (3) Board meetings in a year will be terminated from his or her position.

#### SECTION 2 Officers

The Club's officers, consisting of the President, Vice-President, Secretary, and Treasurer shall serve in their respective capacities both with regard to the Club and its meetings, and the Board and its meetings.

- (a) The President shall preside at all meetings of the Club and of the Board, and shall have the duties and powers normally appurtenant to the office of the President in addition to those particularly specified in these Bylaws or by the Board, and shall be familiar with the Bylaws of the Club, Rules and Regulations of the AKC, and with Robert's Rules of Order.
- (b) The Vice-President shall have the duties and exercise the powers of the President in the case of the President's death, absence, or incapacity.

- (c) The Secretary shall keep a record of all meetings of the Club and of the Board, and of all other matters for which a record is necessary. The Secretary shall notify members of meetings, notify new members of their election to membership, keep a roll of the members of the Club with their addresses, and carry out such duties as are prescribed in this Constitution and Bylaws. The Secretary shall prepare and mail/e-mail all correspondence pertaining to the Club and any other correspondence as requested by the President and the Board of Directors.
- (d) The Treasurer shall collect, receive, and pay out all Club moneys and shall keep accurate records of such. The Treasurer shall deposit all receipts in a bank designated by the Board, in the name of the Club. The books shall be open to inspection at all regular and Board meetings. The Treasurer shall report to the Board at every meeting the condition of the Club's finances and every item of receipt or payment not before reported. At the annual meeting the Treasurer shall render an account of all moneys received and expended during the previous fiscal year. The Treasurer shall submit all records to the Audit Committee (see Article 5 Section 2) and shall be bonded in such amount as the Board of Directors shall determine.

### SECTION 3 Vacancies

Any vacancy occurring on the Board or among the offices during the year shall be filled for the unexpired term of office by a majority vote of the Board at its first regular meeting following such vacancy or at a Special Board meeting called for that purpose. A vacancy in the office of the 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 1<sup>st</sup> day of January and end on the 31<sup>st</sup> day of December. The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue through the election of the next annual meeting.

### SECTION 2 Annual Meeting

The annual meeting shall be held at the regular meeting the month of January at which Officers and Directors shall be elected by secret written ballot from among those nominated in accordance with Section 4 of this Article. They shall take office immediately upon the conclusion of the election. Each retiring officer shall turn over to the successor in that office all properties and records relating to the office within fifteen (15) days after the election.

### SECTION 3 Elections

The nominated candidates receiving the greatest number of votes for each office shall be declared elected. The three (3) nominated candidates for other positions on the Board that receive the greatest number of votes for such positions shall be declared elected. A tie vote shall be resolved by a second secret vote of the tied candidates.

### SECTION 4 Nominations

No person may be a candidate in a Club election who has not been nominated. During the month of October, the Board shall select a Nominating Committee consisting of three (3) members, not more than one (1) of whom shall be a current member of the Board. The Secretary shall immediately notify the committee members of their selection. The members of the Committee shall name a Chairperson for the Committee, and it shall be the Chairperson's duty to call a committee meeting, which shall be held on or before November 10.

- (a) The Committee shall nominate one (1) candidate for each office and three (3) candidates for the three other positions on the Board. After securing the consent of each person so nominated, the Committee shall immediately report their nominations to the Secretary in writing.
- (b) Upon the receipt of the Nominating Committee's report, the Secretary shall, on or before the December meeting, notify each member in writing of the candidates so nominated.
- (c) Additional nominations may be made at the December regular meeting by any member in attendance, provided that the person so nominated does not decline the nomination. If the proposed candidate is not in attendance at the meeting when nominated, the proposer shall present to the Secretary a written statement from the candidate signifying the person's willingness to be a candidate. No person may be a candidate for more than one position.
- (d) 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 Committees

The Board may each year appoint standing committees to advance the work of the club in such matters as dog shows, agility trials, obedience trials, trophies, annual prizes, inventory, membership, and any other area as may be necessary. Such committees shall always be subject to the final authority of the Board.

## SECTION 2 Audit Committee

The Board at the December meeting shall appoint an Audit Committee consisting of three (3) members, one of which shall be a Board member. Said Committee shall review the Treasurer's records for accuracy. All records shall be made available to said committee. If said Committee at any time feels that the services of an independent Public Accountant or Certified Public Accountant are warranted, said Committee has the authority, with Board approval, to engage the service of the same. Upon completing of the examination of the records, a written report shall be provided to each Board member at the next regular meeting.

## SECTION 3 Termination

Any committee appointment may be terminated by a majority vote of the membership of the Board upon written notice to the appointee. The Board may appoint successors for the person whose service have been terminated.

- (a) In the event a designated committee member cannot attend a scheduled committee meeting, committee heads shall have the power to appoint or replace members as needed to complete a project at hand without having to go through Board approval.
- (b) The Board shall retain the right of control over all reporting and retains the right to reappoint committee heads as needed for successful completion of all work of the standing committees.

## SECTION 4 Club Inventory

Members who use Club equipment will be financially responsible for equipment not returned in the same condition in which it was checked out.

- (a) A master list of all club assets and their storage locations shall be maintained by the Treasurer.
- (b) No Club equipment shall be disposed of without prior Board approval.

## **ARTICLE VI Discipline**

### SECTION 1 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 Misconduct

Any member may prefer charges against another 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 non-refundable fee of

twenty-five dollars (\$25). The Secretary shall send a copy of the charges to each member of the Board. The Board shall first consider whether the actions alleged in the charges, if proven, would constitute conduct prejudicial to the best interests of the Club. If the Board entertains jurisdiction of the charges, it shall fix a date for a hearing by the Board neither less than three (3) weeks nor more than six (6) weeks thereafter. The Secretary shall promptly notify the accused member of the hearing by registered mail. The notice shall include a copy of the charges; information as to the date, time, and place of the hearing; an assurance that the defendant may personally appear in his or her own defense; and permission to bring witnesses if so desired.

### SECTION 3 Board Hearing

The Board shall have complete authority to decide whether counsel may attend the hearing, and both complainant and the 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 suspend the defendant from all privileges of the Club for a period to be determined by the Board. The Board may also recommend to the membership the penalty of expulsion. In such case, the suspension shall not restrict the defendant's right to appear before 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 in writing of the Board's decision and penalty, if any.

### SECTION 4 Expulsion

Expulsion of a member 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 or her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges, the Board's findings and recommendations, and shall invite the defendant, if present, to speak if the person so wishes. The members shall then vote by written 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. No refund of dues shall be granted to expelled members.

## **ARTICLE VII Amendments**

### SECTION 1 Proposals

Amendments to the Articles of Incorporation, Constitution, and these Bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary and 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. The Secretary shall distribute to the membership copies of the proposed amendments with the Board's recommendations for a vote within three (3) months of the date when the Secretary received the petition.

## SECTION 2 Adoption

The Articles of Incorporation, the Constitution, and the Bylaws may be amended by an affirmative two-thirds (2/3) vote of the members attending a meeting with at least twenty percent (20%) of the members in good standing present, provided that copies of the proposed amendments have been included in the notice of the meeting.

## **ARTICLE VIII Order of Business**

### SECTION 1 Regular meetings

At all meetings of the Club, Roberts Rules of Order shall be used as a guideline. The order of business, so far as the character and nature of the meeting may permit, shall be as follows:

- Roll Call
- Minutes of the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Reading of the Correspondence
- Reports of Committees
- Election of Officer and Board (at annual meeting)
- Elections of new members
- Unfinished Business
- New Business
- Adjournment

### SECTION 2 Board of Director 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 the last meeting
- Report of the Secretary
- Report of the Treasurer
- Reading of the Correspondence
- Reports of Committees
- Unfinished Business
- New Business
- Adjournment

## **AMENDMENT 1**

Adopted April 21, 1998

Any dog which poses a threat to the health or well-being of any other dog or person shall be banned from all Grand Valley Kennel Club functions, excluding AKC sanctioned events.

All dogs at Club functions must be crated or at all times under control of a responsible handler who knows the dog and is able to control the dog in all situations.

In the event of questionable behavior by a dog, a complaint must be presented, in writing, to the Board of Directors. The Board will appoint a committee of three (3) unbiased members who witnessed the incident to rule on the charges. A decision will be issued within ten (10) days to the Board and all parties involved.

## **CONSTITUTION AND BYLAWS REVISIONS**

Revisions approved by the membership on May 19, 2009