

Northeast Border Terrier Club Constitution and Bylaws

Article I

Name and Objectives

Section 1. The name of the club shall be the Northeast Border Terrier Club

Section 2. The objectives of the club shall be:

- a) to encourage and promote the breeding of purebred Border Terriers 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 border Terriers shall be judged;
- c) to do all in its power to protect and advance the interests of the breed and to encourage sportsmanlike competition at dog shows, obedience trials and all dog related activities;
- d) to provide aid for any Border Terrier in distress.

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.

Article II

Membership

Section 1. Eligibility There shall be three types of membership open to all persons who are in good standing with the American Kennel Club, with the Border Terrier Club of America, and who subscribe to the purposes of this club.

- a) Single membership: open to all persons 18 years of age or older.
- b) Household membership: open to two adults living at the same address, both of whom will enjoy all club privileges and each will be entitled to one vote on any matter placed before the membership. Household members will receive one copy of newsletters, and that will apply to junior members residing in the same household.
- c) Junior membership: open to all persons 17 years of age and under who will enjoy club privileges except those of voting and holding office.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of Border Terrier fanciers in New England, New York, New Jersey and Pennsylvania. Membership in the Border Terrier Club of America, while recommended, is not required.

Section 2 Dues Membership dues shall be set annually by the officers, but shall not exceed \$15.00 single, \$20.00 Household, \$5.00 Junior only. Dues shall be payable on or before the 1st day of January 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.

Section 3. Election to Membership Each applicant for membership shall apply on a form as approved by the officers and which shall provide that the applicant agrees to abide by these constitution and Bylaws and the rules of the American Kennel Club. The application shall state the name, address, and occupation of the applicant and it shall carry the signature of two members of the NBTC or BTCA. Signature endorsement by at least one NBTC member is required. Accompanying the application the prospective member shall submit dues payment for the current year.

Applicants, along with their address and the names of their endorsers will be published in one issue of the club newsletter. Club members will have 30 days from receipt of their newsletter to provide to the Club Secretary (in writing) any concerns or comments they may have about an applicant. Applicants may be elected by any meeting of the officers or by written vote of the officers by mail, phone or electronic mail. Affirmative votes of 3/4 of the officers present at a meeting, or 3/4 of all the officers in a vote by mail, phone or electronic mail, shall be required to elect an applicant.

An application which has received a negative vote by the officers may be presented by one of the applicant's endorsers at the next meeting of the Club and the Club may elect such an applicant by favorable vote of 90% of the members present.

Section 4. 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; but no member may resign when in debit to the Club. Dues obligations are considered a debt to the Club and they become incurred on the

first day of each fiscal year.

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b) by lapsing, A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 60 days after the first day of the fiscal year, however, the officers may grant an additional 30 days 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.

c) by expulsion, A membership may be terminated by expulsion as provided in article VII of these By-Laws.

Article III

Meetings

Section 1. Annual Meeting The annual meeting of the Club shall be held in conjunction with the Club's Specialty Show if possible, at a place, date, and hour designated by the Officers. If a Specialty Show is not held by the club, a place, date and hour of the annual meeting will be chosen by the officers, to occur within the first quarter of the Club's official year (as provided in Article IV, Section 1). Written notice of the annual meeting shall be mailed by the Secretary to each member at least 20 days prior to the date of the meeting. Such notice may be in a special mailing by the Secretary or announced in the newsletter. Five percent (5%) of the members in good standing shall constitute a quorum.

Section 2. Club Meetings There shall be at least three meetings of the Club each year. Club meetings shall be called by the President and shall be held at a place, date and hour designated by the officers. Written notice of the Club meetings shall be mailed to each member at least 20 days prior to the date of the meeting. Such notice may be in a special mailing by the Secretary or announced in the Newsletter. Five percent (5%) of the members in good standing shall constitute a quorum.

Section 3. Special Club Meetings Special Club meetings may be called by the President or a majority vote of the officers who are present at a meeting of the officers, or who vote by mail, and shall be called by the secretary upon receipt of a petition signed by 10% of the members of the Club who are in good standing. Such meeting shall be held at such place, date, and hour as may be designated by the Board. Written notice of such meeting shall be mailed by the Secretary at least 14 days prior to the meeting. The notice of the meeting shall state the purpose of the meeting and no other Club business may be transacted. The quorum for such a meeting shall be 10% of the members in good standing.

Section 4 Board Meetings Meetings of the Board of Directors shall be held at such times and places as are designated by the President. Written notice of such meetings shall be mailed by the Secretary to each officer at least 14 days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the officers voting in person, by mail or by email.

Section 5 Allowing for Business to be conducted through Electronic Mail. The Board may conduct its business by phone, or mail or electronic mail through the Secretary.

Article IV

Officers

Section 1 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 their meetings as a Board of Directors. They shall be elected to serve terms coincidental with the Club's official year as provided in Article V, Section 1. They shall serve until their successors are elected. General management of the Club affairs shall be entrusted to the officers as a Board of Directors.

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 By-laws.

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 meetings of the Club and of the Board and of votes taken by mail, and of all matters of which a record shall be ordered by the Club. 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 officer, keep a roll of the members of the club with their addresses, and carry out such other duties as are prescribed in these By-laws.

d) The Treasurer shall collect and receive all monies due or belonging to the Club. He/she shall deposit the same in a bank approved by the Board, in the name of the Club. His books shall at all times be open to inspection of the Board and he/she shall report to them at every meeting the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting he/she shall render an account of all monies received and expended during the previous fiscal year. At the conclusion

of the Club's fiscal year (as provided in Article V Section 1) the Treasurer will prepare an accounting of all monies received. That accounting will be distributed to all members via the newsletter or a special mailing of the Secretary.

The Treasurer shall turn over all records to an auditor to be appointed by the officers at the start of every new fiscal year (as provided in Article V, Section 1).

The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

Section 2. Vacancies Any vacancies occurring among the officers during the year shall be filled for the unexpired term of office by a majority vote of the membership from among candidates nominated by the Board. Except that the Vice-President will automatically fill the office of President, and the Vice-President will be filled by the above procedure.

Article V

The Club Year, Voting, Nominations, Elections

Section 1 The Club Year

a) The Club's fiscal year shall begin on the 1st day of January and end on the last day of December.

b) The Club's official year shall begin on the 1st day of May and shall continue through the last day of April. The elected officers shall take office on May 1st and serve until the April 30th following the next election. Each retiring officer shall turn over to his successor in office all properties and records relating to that office within 30 days after the election.

Section 2 Voting At all meetings of the Club voting shall be limited to those members in good standing who are present at the meeting, except for the election of officers and amendments to the Constitution and By-laws, which shall be decided by written ballot cast by mail. Voting by proxy shall not be permitted. The officers may decide to submit other specific questions for decision of the members by written ballot cast by mail.

Section 3 Election of Officers The election of officers shall be conducted by ballot by mail. Elections may be held every year and shall be held every two years. Ballots to be valid must be received by the Secretary before the thirtieth (30th) day of April. Ballots shall be counted by the Secretary, and one other Inspector of Elections if so required by the officers. The person receiving the largest number of votes for each position shall be declared elected. If any nominee is unable to serve for any reason, such nominee shall not be elected and the vacancy so created shall be filled by the new officers.

Section 4 Nomination and Ballots No person may be a candidate in a Club election who has not been nominated in accordance with these By-laws. A Nominating Committee shall be chosen by the Officers before November 15th prior to each election year. The Committee shall consist of three (3) members, all members in good standing, no more than one of whom shall be an Officer. The Officers shall name a chairman for the Committee. The Nominating Committee may conduct its business by mail, phone or by electronic mail.

a) The Nominating Committee shall nominate from among the eligible members of the Club, at least the number of members as candidates as there will be vacancies to be filled. The Committee shall procure the acceptance of each nominee so chosen, in writing. The Committee shall submit its slate by February 1st to the Secretary, who shall mail the list, including the full name and address of each candidate, to each member of the Club on or before February 15th, so that additional nominations may be made by the members if they so desire.

b) Additional nominations of eligible members may be made by written petition addressed to the Secretary and received at his/regular address on or before March 20th, signed by five(5) members and accompanied by the written acceptance of each such additional nominee signifying his willingness to be a candidate. If no valid nominations are received by the Secretary by April 1, the Nominating Committee's slate shall be declared elected and no balloting will be required.

c) If there are additional nominations received by the Secretary as set forth in sub-section b above the Secretary shall, on or before April 1st, mail to each member in good standing a ballot listing all of the nominees in alphabetical order (those of the Nominating Committee and any additional valid nominations as received under Sec. 4 b), together with a blank envelope and return envelope addressed to the Secretary marked "Ballot: and bearing the name of the member to whom it was sent. So that ballots may remain secret, each voter, after marking his or her ballot, shall seal it in the blank envelope which in turn shall be placed in the second envelope addressed to the Secretary or Inspector of Election. The Inspectors of Election shall check the returns against the list of member whose dues are paid for the current year prior to opening the outer envelopes and removing the blank envelopes, and shall certify the eligibility of the voters as well as the results of the voting.

Ballots must be received by April 30th. Results of the balloting shall be announced in the next newsletter following the election, or at the annual meeting, whichever comes first.

d) Nominations cannot be made in any manner other than as provided.

Article VI

Committees

Section 1 The officers may each year appoint standing committees to advance the work of the Club in such matters as dog show and matches, 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 officers. Special committees may also be appointed by the officers to aid the officers on particular projects.

Section 2 Editor of the Club Newsletter The officers may appoint an individual or individuals to serve as Editor of the Club Newsletter. This person (these people) shall be responsible for the timely publication and distribution of the newsletter and for insuring that a copy of each newsletter is given to the Secretary for the Club archives. Club members shall be invited to submit articles, etc., for publication. As with all committees, the Editor of the newsletter shall always be subject to the final authority of the officers.

a) The newsletter Editor will be responsible for appointing an Editorial Board for the newsletter. Such a board will be subject to final approval of the Club officers. The Editorial Board will develop an editorial policy for submissions to the newsletter and will help the Editor implement such a policy.

Section 3 Any committee appointment may be terminated by a majority vote of the full membership of the officers upon written notice to the appointee, and the officers may appoint successors to those persons whose service has been terminated.

Article VII

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 Charges Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the bred. Written charges must be filed in duplicate with the Secretary, who shall promptly notify the officers, who shall meet and fix a date for a hearing within not less than three (3) weeks nor more than six (6) weeks. The Secretary shall send one copy of the charges to the accused member by registered or certified mail (return receipt), together with a notice of the hearing and an assurance that the accused member may appear personally in his own defense and bring witnesses if he wishes.

Section 3 Hearing The Hearing shall be heard by all Officers and Directors (if any) of the Club. Should the charges against the accused member be sustained, after hearing all of the evidence and testimony presented at the hearing, the Officers, by a majority vote of those present may suspend the member from all privileges of the Club for not more than six (6) months from the date of the hearing. If the Hearing Board deems the action necessary or advisable, it may recommend to the membership of the Club that the accused member be expelled. Immediately after the Hearing Board has reached a decision, its findings shall be put in written form and filed with the Secretary who shall then notify each of the parties of the Hearing Board's decision.

Section 4 Expulsion Expulsion of a member from the Club may be accomplished only at the annual meeting or a special meeting of the Club following a hearing and upon the recommendation of the Hearing Board, as provided in Section 3 of this article. The accused member 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 findings and invite the accused member, if present, to speak in his own behalf. The meeting shall then 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 suspension shall still stand.

Article VIII

Amendments

Section 1 Amendments to the Constitution and By-laws may be proposed by the officers 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 Officers and must be submitted to the members with recommendations of the Officers 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 By-laws may be amended at any time provided a copy of the proposed amendment has been mailed by the Secretary to each member accompanied by a ballot on which he may indicate his choice for or against the action to be taken.

The notice shall specify a date not less than thirty (30) days after the mailing by which date the ballots must be returned to the Secretary to be counted. The favorable vote of 2/3 of the members in good standing whose ballots are returned within the time shall be required to effect any such amendment.

Article IX

Dissolution

Section 1 The Club may be dissolved at any time by the written consent of not less than 2/3 of the members. In the event of the dissolution of the Club whether voluntary or involuntary or by operation of the law, none of the property of the Club nor any proceeds thereof nor any assets of the Club shall be distributed to any members 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 Officers.

Article X

Order of Business

Section 1 At meetings of the Club, the order of business so far as the character and nature of the meeting shall permit, shall be as follows:

- Roll Call
- Minutes of last meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Announcement of election of Officers
- Election of new members
- Unfinished business
- New business
- Adjournment

These Bylaws were last updated Sept. 2001