

Constitution of Greater Cincinnati Golden Retriever Club, Inc.

Adopted: March 18, 1975

Revised: November 30, 2011

Article I

Name and Objects

Section 1.

The name of the Club shall be GREATER CINCINNATI GOLDEN RETRIEVER CLUB, INC.

Section 2.

The objects of the Club shall be:

- a. to encourage the members to perfect, by selective breeding, sound Golden Retrievers and to do all possible to develop and promote their natural abilities and qualities, while still maintaining their exceptionally good dispositions.
- 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 the Golden Retriever shall be judged.
- c. to do all in its power to protect and advance the interest of the breed by encouraging sportsmanlike competition at dog shows, field trials, obedience trials, and tracking tests.
- d. to conduct sanctioned matches, specialty shows, field trials, obedience trials, rally trials, agility trials, hunt tests, tracking tests, and all AKC events for which the club is eligible under the rules of The American Kennel Club.

By-Laws

ARTICLE I

Membership

Section 1.

There shall be two types of membership. First, "Regular Membership" is open to all persons 18 years of age and older. Second, "Junior Membership", is open to all persons 12-18 years of age, and is equivalent to Regular Membership with the exclusion of voting rights. All members must be in good standing with The American Kennel Club 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.

Section 2.

DUES: Dues shall be no more than \$15.00 per year for single memberships and \$20.00 per year for family memberships (two persons residing in the same household). Dues shall be payable on or before the first 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 his dues for the ensuing year.

Section 3.

ELECTION TO MEMBERSHIP: Each applicant for membership shall apply on a form as approved by the Board of Directors and which shall provide that the applicant agrees to abide by these constitution and by-laws, the constitution and by-laws of the Golden Retriever Club of America, and the rules of The American Kennel Club. The applications shall state the name, address, and occupation of the applicant and it shall carry the endorsement of one member in good standing. 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 3/4 of the members present and voting at that meeting shall be required to elect the applicant.

Applicants for membership who have been rejected by the Club may not re-apply within six months after such rejection.

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 debt to the Club. Unpaid dues, trophy pledges, and any other money obligations are considered debts to the Club and they become incurred on the first day of each fiscal year.
- b. **by lapsing:** A membership may 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 Board may grant an additional 60 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 VI of these by-laws.

Article II

Meetings and Voting

Section 1.

CLUB MEETINGS: Meetings of the Club shall be held in or within 25 miles of the area of Greater Cincinnati on the fourth Tuesday of each month except July, and August, at such hour and place as may be designated by the Board of Directors. Notice of such meeting shall be mailed or sent electronically by the Secretary at least 5 days prior to the date of the meeting. The quorum for such meetings shall be 10% 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 the receipt of a

petition signed by five members of the Club who are in good standing.

Such special meetings shall be held in or within 25 miles of the area of Greater Cincinnati, at such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Secretary at least 5 days and not more than 15 days prior to the date of the meeting, and such 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% of the members in good standing.

Section 3.

BOARD MEETINGS: Meetings of the Board of Directors shall be held in or within 25 miles of the area of Greater Cincinnati at least 6 times per calendar year, at such hour and place designated by the Board. Written notice of each such meeting may be physically or electronically mailed by the Secretary at least 5 days prior to the date of each such meeting. The club may also hold said Board meetings via teleconference or videoconference. The quorum for such meeting shall be a majority of the Board.

Section 4.

SPECIAL BOARD MEETINGS: Special meetings of the Board may be called by the President, and shall be called by the Secretary upon the receipt of a written request signed by at least three members of the Board. Such special meetings shall be held in or within 25 miles of the area of Greater Cincinnati, at such place, date, and hour as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be 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 majority of the Board.

Section 5.

VOTING: Each Regular Member in good standing whose dues are paid for the current year shall be entitled to one vote at any meeting of the Club at which he is present. Proxy voting will not be permitted at any Club meeting or election.

Article III

Directors and Officers

Section 1.

BOARD OF DIRECTORS: The Board of Directors shall be comprised of the President, Vice-President, Secretary, Treasurer, and 3 other persons called Trustees, all of whom shall be Regular 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. 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 all meetings of the club and of the Board and of all matters of which a record shall be ordered by the Club. The Secretary shall 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 by-laws.
- d. The Treasurer shall collect and receive all monies due or belonging to the Club. The Treasurer shall deposit the same in a bank approved by the Board, in the name of the Club. The Treasurer books shall at all times be open to inspection of the Board and 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 The Treasurer shall render an account of all monies 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 offices 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 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 1st day of January and end on the 21st 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 January at which officers and directors for the ensuing year 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 and 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 3.

ELECTIONS: The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The 3 nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected.

Section 4.

NOMINATIONS: No person may be a candidate in a Club election who has not been nominated. During the month of September, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom shall be a member of the Board. The Secretary shall immediately notify the

committeemen and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his duty to call a committee meeting which shall be held on or before November 1st.

- a. The committee shall nominate one candidate for each office and three candidates for the three 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 before November 10th notify each member in writing of the candidates so nominated.
- c. Additional nominations may be made at the November meeting by any member in attendance provided that the person so nominated does not decline when his name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his proposer shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. No person may be a candidate for more than one position, and the additional nominations which are provided for herein may be made only from among those members who have not accepted a nomination of the Nominating Committee.
- 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.

COMMITTEES: The Board may each year appoint standing committees to advance the work of the Club in such matters as sanctioned matches, specialty shows, field trials, obedience trials, rally trials, agility trials, hunt tests, tracking tests, and all AKC events for which the club is eligible, trophies, annual prizes, membership, and other fields which may well be served by committees. Additional special committees may also be appointed by the Board to aid it on particular projects. All such committees shall always be subject to the final authority of the Board.

Section 2.

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.

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 \$10.00 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 of a hearing by the Board not less than 3 weeks nor more than 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 the hearing and an assurance that the defendant may personally appear in his own defense and bring witnesses if he wishes.

Section 3.

BOARD HEARING: The Board shall have complete authority to decide whether counsel may attend the hearing, but both complainant shall be treated uniformly in that regard. 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 6 months from the date of the hearing. And, if it deems that punishment insufficient, it may also recommend to the membership that the punishment be expulsion. In such case, the suspension shall not restrict the defendant's right to appear before his 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.

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 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 own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The meeting 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's suspension shall stand.

Article VII

Amendments

Section 1.

Amendments to the constitution and by-laws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by 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 3 months of the date when the petition was received by the Secretary.

Section 2.

The constitution and by-laws may be amended by a 2/3 vote of the Regular 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 mailed to each member at least two weeks prior to the date of the meeting.

Article VIII

Dissolution

Section 1.

The Club may be dissolved at any time by the written consent of not less than 2/3 of the members, provided, however, that the Secretary shall have mailed to each member a copy of the proposed resolution dissolving the Club at least 10 days prior to such meeting. In the event of the dissolution of the Club 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 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 Board of Directors.

Article IX

Order of Business

Section 1.

At any 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 (at annual meeting)

Election of new members
Unfinished business
New business
Adjournment

Section 2.

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

Reading of minutes of last meeting
Report of Secretary
Report of Treasurer
Reports of Committees
Unfinished business
Adjournment

Article X

Section 1.

ROBERT'S RULES OF ORDER (Revised) shall govern the Greater Cincinnati Golden Retriever Club, Inc., in all cases to which they are applicable, and in which they are not inconsistent with the by-laws or the special rules of order of this Club.

Section 2.

The Constitution must be reviewed every three years by a committee of three appointed by the Board and revision recommended as necessary.

By-laws Committee: Anita Bjork-Laesser, Chairman
Revised November, 2011

Standing Rules

Standing rules may be adopted by a majority vote at any business meeting. At any meeting they may be suspended by a majority vote, or they may be amended or rescinded by a 2/3 vote. If previous notice of the proposed action was given, they may be amended or rescinded by a majority vote.

Membership

1. Any person who meets the qualifications described in ARTICLE I of the BY-LAWS and fulfills the following prerequisites may apply for membership:
 - a. Shall have attended at least two (2) regular meetings of the Club.
 - b. Shall have indicated a willingness to serve the Club in some capacity such as committee member, steward, trophy donor, etc.
 - c. Shall not have been nor is presently engaged in the buying and selling of dogs for re-sale.
 - d. Shall not have sold puppies in litter lots.
2. Membership in the Golden Retriever Club of America:
 - a. It is desirable that all G.C.G.R.C. members also be members of G.R.C.A.
 - b. It is mandatory that all officers of G.C.G.R.C. also be members of G.R.C.A.
 - c. To be a member in good standing, all financial obligations must be paid by the Annual Meeting.

Finance

1. Submission and payment of Bills:
 - a. The Treasurer is authorized to pay bills only after the submission of written voucher which should be. Whenever possible, the original bill.
 - b. The Treasurer shall submit all bills to the Board of Directors for review . The Treasurer shall have authority to pay regular and ordinary bills without specific Board approval.
 - c. The Treasurer shall pay all bills by check which shall be counter-signed either by the President or by the Secretary.
 - d. The Treasurer or receipt of club monies, excluding membership dues, trophy pledges, and Do-Line subscriptions, shall give a signed statement or receipt verifying the amount tendered.
2. Treasurer's Responsibilities
 - a. The Treasurer shall send monthly statements for all accounts due.
 - b. The Treasurer shall submit all financial records for audit at the conclusion of each year.
 - c. Brag Box funds shall be deposited in the G.C.G.R.C. trophy fund savings account and shall be reported by the Treasurer in the monthly report.
3. Submission of Budget
 - a. The March Board meeting will be the annual Budget Planning Meeting.
 - b. Each committee should submit, for Board approval, a detailed budget for any/all upcoming events, by March 1 of each calendar year, or at least

thirty days prior to the planned event; in either case, the budget must be approved before any monies have been committed to expenditure.

- c. The budget must include all projected expenditures and receipts, and be effective March 1 through February 28, so that new committees appointed in January will have previously approved operating funds to use until their own budgets can be formulated and approved.
- d. If no monies are planned to be spent by any of the Standing Committees, a statement to that effect must be submitted.
- e. Miscellaneous small expenditures for the continuing operation of the club, such as long distance calls, postage, meeting refreshments, etc., need be neither anticipated nor budgeted.
- f. All budgets can be submitted to either the President or Treasurer prior to the March meeting
- g. All Standing Committee Chairpersons are invited to attend the March Board meeting to justify/explain their budgets.

STANDING COMMITTEES

Good Cheer

Awards

Christmas Party/Awards Banquet

Fun Day

Membership

Scrapbook

Programs

Field Trials (WC, WCX, Hunt Tests, Sanctioned Events)

Conformations Shows (Matches or Licensed)

Obedience/Rally Trials

Agility Trials

Tracking Tests

All other AKC events for which the Club is eligible

Newsletter

Ways and Means

- h. Any person or committee, excluding standing committees, authorized to spend monies, or enter into contracts on behalf of the Club shall, if the total expenditure or the amount of the contract exceeds fifty dollars (\$50.00), submit a budget to the Board of directors for approval prior to the expenditure of such monies or entering into such contracts.
- 4. Transfer of Funds
 - a. When the amount in the checking account exceeds the sum of Five Hundred Dollars (\$500.00), the Treasurer may at his discretion transfer a portion into the Club savings account.
 - 5. Fees for Members and New Members
 - a. Yearly membership dues shall be:
 - \$20.00 Family (2 members of the same household, each to be named)
 - \$15.00 Single

- b. New members received into the Club between January 1 and April 30 shall pay the full amount of dues ,
\$20.00 Family
\$15.00 Single
- c. New members received between May 1 and August 31 shall pay 2/3 of the full amount,
\$13.50 Family
\$10.00 Single
- d. New members received between September 1 and December 31 shall pay 1/3 of the full amount,
\$ 6.50 Family
\$ 5.00 Single

Committee Responsibilities

- 1. Each committee chairperson shall be responsible to present a written report of the activities and procedure of their committee at the end of the fiscal year.

Insurance

- 1. G.C.G.R.C. shall purchase an insurance policy each year to cover all activities of the Club.

Club Advertisements and Trophy Pledges

- 1. G.C.G.R.C. shall purchase an insurance policy each year to cover all activities of the Club.

Club Advertisements and Trophy Pledges

- 1. G.C.G.R.C. shall not donate trophy pledges or purchase advertisements under the name of G.C.G.R.C. to any event except those conducted with G.R.C.A. sponsorship

Awards

- 1. The December membership meeting will be the Annual Awards Dinner and/ or party.
- 2. To receive awards for titles at the awards meeting, the owner of the dog must have been a member in good standing of G.C.G.R.C. at the time the requirements for the title were met.
- 3. To be eligible to receive an award, the member must attend three meetings in the awards year, December 1 - November 30.
- 4. Win cards must be in the hands of the awards chairperson no later than thirty days after the achievement in order for it to be recognized.
- 5. The official cut off date for club plaques shall be the last weekend before the Annual Awards meeting, and shall be verified by win cards.
- 6. There shall be a limit of one plaque per dog.
- 7. Special Annual Trophies:
 - a. G.C.G.R.C. shall assume all financial responsibility for the cost of engraving the Special Trophies.

- b. In lieu of an insurance policy for the Special Trophies, a one hundred (\$100.00) special trophy fund shall be kept in the savings account and shall be accounted for by the Treasurer in his/her monthly report.
- c. The following Special Trophies will be based on the AKC's December - November listings for that year.
 - Laurell Best of Breed Trophy (inactive)
 - Oncore Best of opposite Trophy (inactive)
 - Sunmist Puppy Trophy (inactive)
 - Braemar Tri Trophy (inactive)
 - Rusticana Obedience Trophy (inactive)
 - Gandalf Field Trophy (inactive)All active Special Trophies for obedience except the Rusticana Trophy shall be awarded on the basis of AKC Records from December 1 - November 30.