

# EVERGREEN GOLDEN RETRIEVER CLUB CONSTITUTION AND BYLAWS

Effective June 27, 2019

## CONSTITUTION ARTICLE I NAME AND OBJECTIVES

**SECTION 1.** The name of the Club shall be the EVERGREEN GOLDEN RETRIEVER CLUB.

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

- A. To preserve the structure, soundness, temperament, natural abilities, and personality of the Golden Retriever as described in the breed standard, and to do all possible to bring their natural abilities and 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 the Golden Retriever shall be judged.
- C. To protect and advance the interest of the breed by encouraging sportsmanlike conduct at dog shows, field events, obedience trials, and all functions and events where EGRC is being represented.
- D. To conduct sanctioned matches and specialty shows, field events, obedience and rally trials, agility trials, and tracking tests under the rules and regulations of the American Kennel Club.
- E. To educate members and the public in all aspects of owning a Golden Retriever.

**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.** In this document, the EVERGREEN GOLDEN RETRIEVER CLUB will be referred to as the Club and references to it will be capitalized.

**SECTION 5.** The members of the Club shall adopt and from time to time revise such bylaws as may be required to carry out these objectives.

**BYLAWS  
ARTICLE I  
MEMBERSHIP**

**SECTION 1. ELIGIBILITY:** Membership shall be open to all persons who are in good standing with the American Kennel Club (AKC) and who subscribe to the objectives and the Code of Ethics of this club. While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of Golden Retriever owners in its immediate area.

**SECTION 2. TYPES OF MEMBERSHIP:** The following types of membership will be offered:

- A. VOTING MEMBERSHIP is for all individuals 18 years of age and older wishing to participate in an active role in the Club. A Voting Member has voting privileges and may hold elective office.
- B. NON-VOTING MEMBERSHIP is for individuals 18 years of age and older who wish to maintain affiliation with the Club, but are not currently regularly participating in club activities. A Non-Voting Member may not vote and may not hold elective office.
- C. JUNIOR MEMBERSHIP is for all individuals 17 years of age and younger. Junior Members may not vote or hold elective office.

**SECTION 3 DUES:** Membership dues not to exceed \$40.00 shall be payable on or before the first day of January of each year. A member is not in good standing until appropriate dues are paid for the current year. During the month of November, the treasurer or membership chair shall notify each member of the dues owed for the ensuing year. At the time a member pays dues for the year, that member shall also decide whether to select Voting or Non-Voting Membership status for that year. Dues for Non-Voting and Voting members shall be the same but Junior Members shall be less. The amount of dues shall be specified in the Standing Rules.

**SECTION 4. ELECTION TO MEMBERSHIP:** Each applicant for membership shall apply on a form as provided by the Board of Directors and which shall provide that the applicant agrees to abide by this Constitution and Bylaws and the rules of the American Kennel Club. The application shall state the name, address, and occupation of the applicant, and be endorsed by two EGRC members in good standing.

- A. **VOTING MEMBERSHIP:** Prospective new members for a Voting Membership must have attended at least two EGRC functions, one of which must be a regular meeting within 12 months of application.
- B. **NON-VOTING MEMBERSHIP:** Prospective new members for a Non-Voting Membership must have attended one EGRC function within 12 months of application.

- C. **JUNIOR MEMBERSHIP:** Both Voting and Non-Voting Memberships may include any family members under 18 years of age as a Junior Member with no additional dues, providing the junior's name, date of birth, and relationship to the adult applicant are included on the adult's application or renewal form. Juniors without an EGRC member in their family may join as an individual Junior Member by submitting a Junior Membership Application. The Junior Membership Application must be endorsed by two EGRC members as sponsors and be submitted to the Membership Chair with the appropriate dues. Junior Membership Applications will not be subject to a vote, but the junior applicant must have attended one EGRC function within 12 months of application.

Each applicant shall specify the type of membership and include the appropriate dues payment for the current year. The dues payment shall not be deposited until the applicant is elected into membership. Prospective members shall submit a membership application to the Membership Chair. Upon receipt, the Membership Chair shall notify the membership of the applicant's request to join the Club. With the exception of Juniors, membership applications shall be voted upon at the next club meeting by secret written ballot. A majority vote by the Voting Members present and voting shall be required to elect the applicant. Applicants elected within the last three months of the year shall be carried over to membership the following year.

**SECTION 5. RENEWALS AND CHANGES OF MEMBERSHIP:** A member must select the type of membership for the coming year at the time of paying dues. In order to renew as a Voting Member, one must have attended at least two regular club meetings and have provided at least one service to the Club. If these conditions are not met, membership renewal shall be as a Non-Voting Member. During the membership year, a Voting Member may change status to a Non-Voting Member by notifying the Board in writing of intention to do so. A Non-Voting Member may change to a Voting Member by notifying the Board in writing with proof of having met the requirements for a Voting Member. Under special circumstances, a member who does not meet the Voting Member requirements may be approved by the Board as a Voting Member in order to address a critical need of the Club.

Upon their 18th birthday, juniors will no longer be eligible for Junior Memberships. They may apply for a Non-Voting Membership without any attendance requirement for up to one year, providing they submit a Renewal Application with the appropriate dues. They may instead apply for a Voting Membership, providing they meet the criteria described above in Article I, Section 4, Election to Membership, and submit a Renewal Application with the appropriate dues. All other criteria in Article I, Section 4, Election to Membership, shall apply. Junior Members turning eighteen during the year will still be eligible at the end of the year for any awards or trophies exclusively for Junior Members, based on points earned during the year prior to their 18th birthday.

**SECTION 6. TERMINATION OF MEMBERSHIP:** Membership shall be terminated as follows:

- A. By Resignation - Any member in good standing may resign from the Club upon written notice to the Recording Secretary, but no member may resign when in debt to the Club. Dues obligations are considered a debt to the Club and become incurred on the first day of each physical year.
- B. By Lapsing - Any membership will be considered lapsed and automatically terminated if such member's dues remain unpaid after March 1. However, the Board may grant an additional ninety (90) days of grace to such delinquent members in meritorious cases. In no way may a person be considered a member in good standing whose dues are unpaid.
- C. By Expulsion - Membership may be terminated by expulsion as provided in Article VI, Section 4, of the Constitution and Bylaws.

**SECTION 7. REINSTATEMENT OF MEMBERSHIP.** A person whose membership has lapsed under Section 6B of this Article may apply to the Board for reinstatement within the same calendar year. All other persons whose memberships have terminated must apply for election to membership as described in Section 3 of this Article.

## **ARTICLE II** **MEETINGS AND VOTING**

**SECTION 1. CLUB MEETINGS:** Meetings of the Club shall be held within the greater Seattle, Washington, area, at such hour and place as designated by the Board of Directors. There shall not be less than 5 meetings each year in addition to the Annual Meeting. However, monthly meetings are to be encouraged. These regular meetings shall be held during the fourth week of the month, or at such time and place as may be designated by the Board of Directors. The Annual Meeting shall be held in the month of October. Written notice of each such meeting shall be published in the newsletter and/or on the website 7 days prior to the date of the meeting. The quorum for such a meeting shall be 20% of the Voting Membership in good standing.

**SECTION 2. SPECIAL CLUB MEETINGS:** Special club meetings may be called by the President or at a board meeting by a majority vote of the board members present, or by the Corresponding Secretary upon receipt of a petition signed by five (5) club members in good standing. Such meetings shall be held within the greater Seattle, Washington, area at such hour and date and place as may be designated by the person or persons authorized herein to call such meetings. Written notice shall be published in the newsletter and/or on the website 7 days prior to the date of 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 20% of the Voting Members in good standing.

**SECTION 3. BOARD MEETINGS:** Meetings of the Board of Directors shall be held within the greater Seattle, Washington, area at least 7 times a year, at such times and places as designated by a majority vote of the entire Board. As needed, the Board may use teleconferencing to conduct board meetings. The Agenda of the meeting shall be given to each board member by the President at least two (2) days prior to the date of the meeting. The quorum for such meetings shall be a majority of the Board of Directors.

**SECTION 4. SPECIAL BOARD MEETINGS:** Special meetings of the Board may be called by the President, or shall be called by the Corresponding Secretary on receipt of requests from any three members of the Board. Such special meetings shall be held within the greater Seattle, Washington, area at such hour, date and place as may be designated by the person authorized herein to call such meetings. As needed, the Board may use teleconferencing to conduct special board meetings. Written notice of such meetings shall be mailed or e-mailed to all board members by the President or the Corresponding Secretary at least six (6) days prior to the date of the meeting. Such notice shall state the purpose of the meeting and no other business shall be transacted. A quorum for such meetings shall be a majority of the Board of Directors.

**SECTION 5. VOTING:** Each Voting Member in good standing shall be entitled to one vote at any meeting of the Club at which he is present. Proxy or absentee voting will not be permitted at any club meeting or election. Elections shall be held by secret written ballot.

### **ARTICLE III** **OFFICERS AND DIRECTORS**

**SECTION 1. BOARD OF DIRECTORS:** The Board of Directors shall be comprised of the President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, and three other persons as Directors, all of whom shall be Voting 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. Not more than one member of any family shall serve on the Board of Directors at any one time. Family shall mean persons occupying the same household who are related by blood, marriage or adoption. Family shall mean mother, father, son, daughter, husband, wife, brother, sister, stepparents, stepchildren, or in-laws who are occupying the same household.

- A. General management of the Club's affairs shall be entrusted to the Board of Directors.
- B. The Board of Directors is answerable to the general membership. Voting Members present and voting may, by a two-thirds vote, overturn a decision of the Board, except that standing rules may, at any time, be amended or rescinded by the general membership in the manner described in Article VIII.

**SECTION 2. OFFICERS:** The officers of the Club shall be a President, a Vice-President, a Recording Secretary, a Corresponding Secretary, and a Treasurer, who shall serve in their terms of office and 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 assigned to the office of President, in addition to those particularly specified in these Constitution and Bylaws.
- B. The Vice-President shall succeed to exercise the duties and have the powers of the President in case of the President's death, absence, or incapacity. The Vice-President shall serve as the Club's parliamentarian.
- C. The Recording Secretary shall keep a record in the form of minutes at all meetings of the Club and all meetings of the Board of Directors. It shall include all votes taken and all matters of which a record shall be ordered by the Club. The Recording Secretary shall also keep a running file of standing rules and publish any changes and additions annually.
- D. The Corresponding Secretary shall have charge of the correspondence, notify new members of their election to membership, and notify Officers and Directors of their election to office.
- E. The Treasurer shall collect and receive all monies due or belonging to the Club and receipt therefore. He/She shall deposit the same in a bank satisfactory to the Board in the name of the Club. His/Her books shall at all times be open to inspection by the Board. He/She shall report to the Board at every meeting the condition of the Club's finances, and every item or receipt or payment not before reported. An account of all monies received and expended during the previous fiscal year shall be rendered at the Annual Meeting. There shall be an annual audit of the Club's books and an accounting of the Club's property. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

**SECTION 3. VACANCIES:** Any Vacancy occurring on the Board of Directors during the year shall be filled until the next Annual Election by a majority vote of all the remaining members of the Board at its first regular meeting following the creation of such vacancy. Should the Presidency become vacated, the Vice-President will automatically become President until the next annual meeting.

**SECTION 4. APPOINTMENTS.** Any officer's duties listed in Article III, Section 2 above may be temporarily delegated to another Voting or Non-Voting Member in good standing at any time.

**ARTICLE IV**  
**THE FISCAL YEAR, ANNUAL MEETING,**  
**ELECTIONS, BOOKS AND RECORDS**

**SECTION 1. FISCAL YEAR:** The Club's fiscal year shall begin on the first day of January and end on the 31<sup>st</sup> day of December.

**SECTION 2. ANNUAL MEETING:** The Annual Meeting shall be held in the month of October at which Directors and Officers 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 joint Board Meeting after the election, and each retiring officer shall turn over to his successor in office all properties and records relating to that office within thirty (30) days after election.

**SECTION 3. NOMINATIONS:** Any person nominated for a position on the Club's Board of Directors must be a Voting Member in good standing. No member may be a candidate in a club election who has not been nominated. During the month of July, 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 Corresponding Secretary shall immediately notify the committee members of their selection. The Board shall name a Chair for the Committee and it shall be his/her duty to coordinate the work of the committee. The Committee shall complete the slate by the September board meeting

- A. The committee shall nominate one Voting Member as a candidate for each office and three (3) Voting Members as candidates for the three (3) other positions on the Board. After securing the consent of the each person so nominated, the committee shall immediately report their nominations to the President in writing by mail or e-mail. No member of the Nominating Committee shall accept nomination from the committee, but may accept nomination from the floor at the September General Meeting.
- B. The Nominating Committee's slate shall be reported to the membership by the Newsletter, published at least 7 days prior to the September General Membership meeting
- C. Additional nominations may be made at the September General Meeting by any member in attendance provided that the member 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 have received prior written consent signifying his willingness to be a candidate. No member may be a candidate for more than one office and the additional nominations which are provided for herein may be made only from among those members who haven't accepted a nomination from the Nominating Committee.

If there is no quorum present at the September General Meeting and club business may not be conducted, additional nominations may be accepted by the Secretary at any time. These nominations shall be in written form with the written consent of the nominee included.

Immediately following the September General Meeting, the Corresponding Secretary shall advise the membership via e-mail of the additional nominations. The final ballot shall be published in the October Newsletter. These additional nominations shall then appear on the election ballot at the Annual Meeting in October.

- D. Nominations cannot be made at the Annual Meeting or in any manner other than provided for in this section.

**SECTION 5. BOOKS AND RECORDS.** Current books and records of the Club shall be available for inspection by members at club meetings.

## **ARTICLE V** **COMMITTEES**

**SECTION 1.** The Board may appoint committees to advance the work of the Club in such matters as dog shows, agility trials, field events, obedience and rally trials, trophies, annual prizes, membership, and other areas which may be served by committees. Such committees shall always be subject to the final authority of the Board to aid it on particular matters.

**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 service has 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 another member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges with specifications must be filed in duplicate with the Corresponding Secretary together with a deposit of \$100.00, which shall be forfeited if such charges are not sustained.

The Corresponding Secretary shall promptly send a copy of the charges to each member of the Board, or present them at a board meeting. The Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interest of the Club or the breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interest of the Club or the breed, 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 or more than six (6) weeks thereafter. The Corresponding 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 the complainant and defendant 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 six (6) months from the date of the hearing. And, if it deems that punishment insufficient, the Board may recommend to the membership that the penalty be expulsion. In such a 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 Corresponding Secretary. The Corresponding Secretary shall in turn 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 no 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 the meeting. The President shall read the charges and the Board's findings and recommendation 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 two-thirds vote of the Voting Members 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 Bylaws may be proposed by the Board of Directors, or by written petition addressed to the Corresponding Secretary signed by twenty (20) percent 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 Corresponding Secretary for a vote within three (3) months of the date when the petition was received by the Secretary.

**SECTION 2.** The Constitution and Bylaws may be amended by a two-thirds vote of the Voting Members present and voting at a regular meeting, or a 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 (2) weeks prior to the date of the meeting.

**ARTICLE VIII**  
**STANDING RULES**

**SECTION 1.** The Board and/or general membership may, as the need arises, adopt, amend, or rescind, by a majority vote of the Voting Members present and voting at any meeting, standing rules relating to the details of administration of the Club.

**ARTICLE IX**  
**DISSOLUTION**

**SECTION 1. VOLUNTARY DISSOLUTION.** The Club may be voluntarily dissolved as follows: The Board shall adopt a resolution recommending that the Club be dissolved and directing that the question of such dissolution be submitted to a vote by the Voting Members which may be at either a regular meeting, a special meeting, or an annual meeting. Written notice stating that the purpose, or one of the purposes, of such a meeting is to consider the advisability of dissolving the Club, shall be given to each member at least fifteen (15) days prior to such meeting. A resolution to dissolve the Club shall be adopted upon receiving at least two-thirds of the vote of the Voting Members present and voting at such meeting.

**SECTION 2. DISTRIBUTION OF ASSETS.** In the event of dissolution by the Club, other than for purposes of reorganization, whether voluntary, involuntary or by operation of law, none of the Club's property or assets shall be distributed to any club member, but such property and/or assets after payment of club debts, shall be given to one or more organizations selected by the Club in accordance with Washington law, except that each such organization under Section 501 (c) (3) of the Internal Revenue Code of 1954 as amended, must benefit or work with dogs.

**ARTICLE X**  
**ORDER OF BUSINESS**

**SECTION 1.** At regular meetings of the Club, the order of business, so far as the character and nature of the meeting permits, shall be as follows:

- Approval of the minutes of the last meeting
- Report of the Board
- Report of the Corresponding Secretary
- Report of the Treasurer
- Report of the Committees
- Election of the Officers and Directors (at the 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:

Approval of the minutes of the last board meeting  
Report of the Corresponding Secretary  
Report of the Treasurer  
Report of Committees  
New Business  
Adjournment

**ARTICLE XI**  
**PARLAMENTARY AUTHORITY**

**SECTION 1.** The rules of parliamentary procedures contained in the latest revision of Robert's Rules of Order shall govern the Club in all matters of business to which they are applicable and in which they are not inconsistent with AKC rules, this Constitution and Bylaws document, or any special rules of order the Club may adopt.

**SECTION 2.** As parliamentarian, the Vice-President shall be provided with a current copy of the indexed Robert's Rules of Order and shall be responsible for knowing the Club Bylaws in the event any questions arise on club procedures. He/She shall be prepared to prevent discrepancies or illegal procedures.