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Quicksilver Agility Club

CONSTITUTION AND BYLAWS

ARTICLE I: Name.

The name of the organization shall be the “Quicksilver Agility Club”; hereinafter called the Club.

ARTICLE 11: Objectives.

The objectives of the Club shall be:

- A. Support the sport of dog agility.
- B. Educate the members and the public about the sport of dog agility.
- C. Conduct training classes and informal and formal events associated with dog agility.
- D. Protect and advance the interests of dog agility by encouraging sportsmanlike competition and responsible dog ownership of any breed.
- E. To educate young people in the proper care, handling and training of their dogs.
- F. Provide services or funds to benefit similar not-for-profit organizations.
- G. To lease, own, purchase, hold or maintain real and other property of any kind in the State of Nevada to facilitate the accomplishments to these ends.

ARTICLE III: Non-Profit Status.

The Club shall not be conducted or operate for profit and no part of any profits or remainder of residues from dues, fees or donations shall inure to the benefit of any member or individual.

ARTICLE IV: Membership.

Section A: Types.

There shall be two types of membership.

1. **ACTIVE MEMBERSHIP.** Active membership shall consist of members in good standing. There shall be three categories.
 - a. **INDIVIDUAL MEMBERSHIPS** shall be open to all persons at least eighteen (18) years of age who subscribe to the purposes of the club.
 - b. **HOUSEHOLD MEMBERSHIPS** shall be open to all households who subscribe to the purposes of the club. Household memberships shall be limited to two voting members per household. Voting members must be at least eighteen (18) years of age.
 - c. **JUNIOR MEMBERSHIP** shall be a member of seventeen (17) years of age or less with no voting privileges.
2. **HONORARY MEMBERSHIP.** Honorary Membership shall consist of categories established by the Board of Directors. Honorary Membership shall not have the privileges of Active Membership and shall not have voting power.
3. Types of membership may be changed only by amendment to this Constitution. The Categories may be expanded by a vote of the membership as needed. Dues will be determined at the same time and manner as the other memberships of the club.

Section B: Responsibilities and Privileges.

Only **Active Members** in good standing shall be eligible to avail themselves of the privileges delineated herein. To maintain good standing, a member must have no outstanding debts to the club.

1. Members are entitled, and are requested, to participate in all events sponsored or cosponsored by the Club, and to attend all meetings held by the Club, and to receive the Club newsletter.
2. Members shall have preference for those classes and events which admission is limited.
3. Members are entitled to vote at all meetings of the Club. Each member is entitled to one vote; household memberships are limited to a maximum of two votes per household. The individual must exercise the voting privilege.
4. Proxies are not permitted.
5. Junior members of a Dual/Family membership are not permitted to vote.
6. Members whose dues are unpaid at the date of any meeting shall not be permitted to vote at the meeting.

Section c: Application for membership.

Applicant for membership shall apply on a form approved by the Board of Directors and shall provide that the applicant agrees to abide by the constitution, bylaws, standing rules and other duly established rules of the Club. The applicant shall state the name and address of the applicant and the applicant shall submit dues for the current year with the application. All applications shall be filed with the Secretary of the Club and be read at the meeting following receipt.

Section D: Dues.

Membership dues for the upcoming year shall be determined by the membership at the October general meeting. The treasurer shall prepare or have prepared and mailed statements of dues to each member not later than December 15 of each year. Dues are payable by January 31 of each year and are overdue on the first day of March and are a debt to the Club. Any New Membership paid in full during the month of December shall not be required to pay the annual dues for the next calendar year. No renewals will be accepted after the last day of February of the current calendar year.

Section E: Termination.

Membership may be terminated by:

1. **Resignation.** Except when in debt to the Club, any member may resign by giving written notice to the Secretary.
2. **Lapsing.** A membership shall be lapsed and automatically terminated if a member's dues remain unpaid on the first day of March of each year. The Board may grant an extension until July 1 on an individual basis and for sufficient cause.
3. **Expulsion.** A membership may be terminated by expulsion as provided in Article IX of this constitution.

Section F: Discrimination.

Membership shall not be discriminated against on the basis of race, color, nationality, sex, religion, nor on the basis of the breed, or mixed breeding of any member's dog(s).

ARTICLE V: Meetings

Section A: Regular Club Meetings.

All meetings of the Club shall be held at places and times determined by motions prior to the meetings. Regular Club meetings shall be held monthly at times and places as agreed by the membership. Twenty percent (20%) of Members in good standing including no less than two (2) Officers shall constitute a Quorum of any Regular or Special Club Meeting.

Section B: Annual Club Meeting.

The January Meeting shall be considered the Annual Meeting.

Section C: Special Club Meetings.

Special club meetings may be called by the President, by a majority vote of the Board of Directors present and voting at any regular meeting of the Board, or by the Secretary upon receipt of a petition signed by five (5) members in good standing. Such meetings shall be held at a time and place designated by the authority calling the meeting.

Section D: Notice.

The Secretary shall give, or cause to be given, notice of club meetings at least seven (7) days before the scheduled meeting date.

Section E: Order of Business for General Meetings.

Insofar as the character and nature of club meetings shall permit, each session shall be limited to ninety (90) minutes, the order of business shall include:

1. Introduction of new members
2. Minutes of the last meeting will be printed and distributed.
3. Report of the Secretary
4. Report of the Treasurer
5. Report of sanctioning body representative(s).
6. Reports of the Committees
7. Unfinished business

8. New business
9. Adjournment

Section F: Board of Directors Meetings.

Meetings of the Board of Directors shall be held before the Annual Club Meeting and at such other times as may be set by the Board.

Section G: Special Meetings of the Board of Directors.

Special meetings of the Board of Directors shall be called by the President or by the Secretary upon the receipt of a written request signed by at least three (3) members of the Board. Such special meetings shall be held at a time and place designated by the authority calling the meeting. Board members shall be informed of the purpose of the meeting. No business except that for which the meeting was called shall be discussed at the meeting.

Section H: Notice.

The Secretary shall give, or cause to be given, notice of Board and Special meetings at least seven (7) days before the scheduled meeting date when possible.

Section I: Order of Business for Board Meetings.

Unless otherwise directed by a majority vote of those present, the order of business at Board meetings shall be:

1. Report of the Treasurer
2. Reports of the Board Members
3. Unfinished business
4. New business
5. Adjournment

ARTICLE VI: Directors and Officers.

Section A: Board of Directors.

The Club shall be governed by a Board of Directors elected annually by the membership. The Board shall establish policies and administer all affairs and activities of the Club. The Board may authorize any officer or agent to enter into any contract or execute and deliver any agent in the name of and on behalf of the membership. Such authority may be general or specific.

1. **Composition.** The Board of Directors shall be composed of the President, Executive Vice-President, Vice President for Training and Education, Secretary, Treasurer, and four Members At Large. All Directors shall be members in good standing.
2. **Transactions of Business.** The President of the Club shall act as Chairman of the Board of Directors and shall preside at all meetings of the Board. In the absence of the President, the Executive Vice-President shall preside. In the absence of both the President and Executive Vice-President, any existing board member may preside.
3. **Vacancies.** Vacancies occurring on the Board shall be filled by majority vote of the remaining members of the Board at the first meeting following the creation of the vacancy.
4. **Quorum.** A simple majority shall constitute a quorum for the transaction of business except as otherwise specified by the constitution and bylaws.

Section B: Officers.

The Officers of the Club shall be the President, Executive Vice-President, Vice President for Training and Education, Secretary and Treasurer. Officers shall be elected annually by the membership.

1. **President.** The President shall preside at all meetings of the Club and shall have the duties and powers normally appurtenant to the office of President in addition to those specified in this constitution and bylaws. The President shall perform other duties as assigned by the Board of Directors.
2. **Executive Vice-President.** The Executive Vice-President shall have the duties and exercise the powers of the President in the event of the President's absence, death or incapacity. The Executive Vice-President shall perform other duties as may be assigned by the President.
3. **Vice-President for training and Education.** The Vice-President for training and Education shall oversee

the scheduling of classes and their locations, coordinate instructors, oversee the organization of seminars and workshops, and work with committees to put on educational programs for the community. The Vice-President for training and Education shall perform other such duties as may be assigned by the President.

4. **Secretary.** The Secretary shall keep the minutes and records of transactions of all Club meetings and of all matters of which a record may be ordered by the Club.
 - a. Notification of new members to the Club.
 - b. Notify officers and directors of their election.
 - c. Keep a roll of Club members and their addresses.
 - d. Have charge of all correspondence.
 - e. Keep a binder and an accounting of all legal documents
 - f. Keep a binder of all minutes of all meetings.
 - g. Perform other duties assigned by the constitution and bylaws and by the President.
5. **Treasurer.** The Treasurer shall:
 - a. Collect and receive all monies due or belonging to the Club, and deposit such monies in a bank satisfactory to the Club in the name of the Club.
 - b. Keep records of the receipt and disbursement of monies. Such records are to be always open to inspection by the Board.
 - c. Report at every meeting of the Board and the Club the condition of the Club's finances and every item of receipt and payment not before reported.
 - d. Report at the annual meeting all monies received and paid out during the previous fiscal year.
 - e. Perform other duties assigned by the constitution and bylaws and by the President.

Section C: Other Members of the Board of Directors.

1. **Elected Members at large.**

ARTICLE VII: Club Year and Elections.

Section A: Club Year.

The Club's Fiscal and Official Year shall begin January 1 and end on December 31.

Section B: Elections.

Elections of officers and directors shall be held at the November Club meeting in compliance with the following rules:

1. **Nominations.** Before October 1 of each year, the Board shall select a Nominating/Election committee of three members and two alternates. No more than one of the members or alternates shall be a member of the Board. The Board shall designate one member of the committee as chairperson. The Secretary shall immediately notify the members of the committee of their selection. The chairperson shall cause the committee to meet on or before the second Monday in October and:
 - a. Select at least one nominee for each office.
 - b. Obtain a written or verbal statement of willingness to serve from nominees to their nomination.
 - c. Report the nominations to the Board.
 - d. Nominations of persons not nominated by the committee may be made at the October Club Meeting. Nominations may be made by any member present and in good standing; subject to either a verbal statement by the nominee of willingness to serve, or submission at the meeting of a written statement of willingness to serve (nomination need not be seconded).
 - e. No person may be nominated except by means specified in this article.
 - f. No person may be a candidate for more than one position.
2. **Balloting.** Balloting shall be by secret, written ballot. Ballots will be printed and mailed on or before October 20 to all members in good standing. The ballots will be collected and counted by the Nominating Committee at the November Meeting. The President or Executive Vice-President may verify the count.
3. **Election.** The nomination candidate receiving the most votes for each office shall be elected. In the case of a tie, a re-vote will be done at the December meeting/event.

ARTICLE VIII: Committees.

Section A: Standing Committees.

The Board may establish standing committees annually to advance the work of the Club. These committees are always subject to the authority and direction of the Board. A member of the Board of Directors must be a member of any standing committee.

Section B: Special Committees.

The Board may establish special committees to aid specific projects. Special committees shall be disestablished upon completion of the project for which they are appointed.

Section C: Committee Chairperson.

Committee chairpersons shall be appointed by the President and/or Board of Directors.

Section D: Accept or Decline.

Committee chairpersons may accept or decline the services of any member as a member of the committee.

Section E: Termination.

Committee chairpersons may be terminated by a majority vote of the Board. The terminated person shall be notified of the termination in writing.

ARTICLE IX: Discipline.

Section A: Suspension.

Any member suspended by any nationally recognized dog club may be suspended by the Club for a like period. A Board decision will be final.

Section B: Grievances.

Any member with a grievance may direct that grievance to the Board of Directors by letter. Letters submitted to the Board may be signed or unsigned. The Board will investigate each grievance and respond to the author in writing. Responses to unsigned letters will be published in the club newsletter.

Section C: Charges.

Any member may charge any other member with conduct prejudicial to the best interest of the Club or the Sport of Dog Agility. Written charges and specifications must be filed with the Secretary along with a deposit of \$25.00. The deposit shall be forfeit if the charges are not sustained.

The Secretary shall send a copy of the charges to each member of the Board or present them at a Board meeting. The Board shall determine by a simple majority if the charges constitute conduct prejudicial to the best interest of the Club. If the Board determines the charges do not constitute such action, the charges will be dismissed without prejudice. If the Board judges the charges are prejudicial, a hearing shall be scheduled for no less than three and no more than six weeks after the determination.

The Secretary shall notify the accused member of the charges and the date of the hearing by registered mail.

Section D: Board Hearing.

The witness and the complainant have the right to appear personally at the Board hearing and to bring witnesses. The Board has the right to determine if counsel may attend the hearing and if witnesses will be heard. The accused and the complainant will be treated alike. The Board, after hearing evidence, shall determine if the charges are sustained by a simple vote. If the charges are sustained, the Board shall take one of the following actions, by majority vote:

1. Admonish the accused.
2. Suspend the accused from the Club membership for a maximum of six months, or
3. Recommend to the membership that the accused be expelled. The accused shall be suspended pending the hearing on the recommendation to expel.
4. The Secretary shall notify the accused and complainant of the Board's decision and penalty in writing.

Section E: Expulsion.

Expulsion shall be by one of two means:

1. Recommendation for expulsion from the Board shall be heard by the membership at a regular or special meeting between 30 and 60 days after the Board makes the recommendation. The defendant has the right to appear before the meeting and to speak on their own behalf. The membership shall vote on the expulsion by secret, written ballot; a two-thirds vote of the members present and voting being necessary for expulsion.
2. Any member convicted of a violation of animal cruelty, neglect, or abuse laws shall be expelled automatically.

ARTICLE X: Amendments and Changes.

Section A: Amendments and Changes.

Amendments and changes to the Constitution and Bylaws may be proposed by the Board or by written petition addressed to the Secretary signed by twenty percent of the membership. The proposed amendment with the recommendations of the Board shall be submitted to the membership for vote within three months following the receipt of the petition.

Section B: Special or Regular Meeting.

The Constitution and Bylaws may be amended at any special or regular meeting of the Club by affirmative vote of two-thirds of the members attending, provided that two-thirds majority includes at least a simple majority of the membership.

Section C: Voting.

The Secretary shall advise the membership of the vote in writing at least two weeks before the regular or special meeting at which the vote will take place.

ARTICLE XI: Dissolution.

Upon the dissolution of the corporation (Club), assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to the state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XII: Matters Not Otherwise Covered.

Anything not covered by the Constitution, Bylaws, or Standing Rules shall be governed by Roberts Rules of Order, Revised.

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