

Constitution & Bylaws of the Big Sky Tracking Dog Club of Montana

(adopted by club vote on August 13, 2017)

SECTION 1. The name of the club shall be “The Big Sky Tracking Dog Club of Montana”.

SECTION 2. The objects of the club shall be to:

1. Promote **and encourage** the training of purebred **and mixed breed dogs**.
2. Disseminate knowledge regarding tracking, scent work, obedience, rally, agility and other AKC companion and/or performance events;
3. Conduct classes, seminars, and/or workshops for the training of dogs and their handlers;
4. Encourage the training of judges;
5. Hold and support all events for which the club is eligible under the Rules and Regulations of The American Kennel Club including but not limited to tracking, scent work, obedience, rally, and agility;
6. Promote cooperation and good sportsmanship among its members in the training and exhibition of dogs.

SECTION 3. The club shall not be conducted or operated for profit and no part of any profits or remainder of residue from dues or donations to the club shall inure to be the benefit of any member or individual.

SECTION 4. The members of the club shall adopt and may from time to time revise such bylaws as may be required to carry out these objectives.

Bylaws

ARTICLE I - - MEMBERSHIP AND DUES

SECTION 1. Eligibility

There shall be three types of membership (Individual, Junior and Family) open to all persons 10 years of age and older who are in good standing with The American Kennel Club and who subscribe to the purposes of this club. Individuals between the ages of 10 and 17 years are considered to be Juniors. Junior members are not entitled to vote or hold office. Memberships for persons 18 years of age and over will be either of the Individual or Family type. Family memberships are offered to households with more than one person 18 years of age or older.

While membership is to be unrestricted as to residence, the club’s primary purpose is to be representative of the breeders and exhibitors in the State of Montana. Members shall show a commitment to participation in the club’s activities by attending a minimum of one club meeting or by assisting at one club event per year.

SECTION 2. Dues

Membership dues shall not exceed \$20.00 per year for individual regular membership, \$10.00 per year for junior membership and \$30.00 per year for family membership. All dues are due and payable on or before the first day of January of each year. No member may vote whose dues are not paid for the current year. During the month of December 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 club and which shall provide that the applicant agrees to abide by the constitution and bylaws of the Big Sky Tracking Club of Montana, and the rules of the American Kennel Club. The application shall state the name, address, and contact information of the applicant and it shall carry the endorsement of a 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 will be circulated to the Membership in good standing by email for review and e-vote (voting to remain open for 5 calendar days). Affirmative votes of two-thirds of the responding membership shall be required to elect the applicant.

Any applicant who has been rejected by the club may not reapply 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, and dues obligations are considered a debt to the club and they are incurred on the first day of each fiscal year.
- (b) By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid thirty days after the first day of the fiscal year. However, the board may grant an additional thirty 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 bylaws.

ARTICLE II - - MEETINGS AND VOTING

SECTION 1. Club Meetings

Meetings of the Club shall be held periodically, and at a minimum annually, at such hour and place within the State of Montana as may be designated by the board of directors. Notice of each meeting shall be made by the secretary at least 10 days prior to the date of the meeting. Members may attend meetings telephonically or electronically. The quorum for such meetings shall be 20% of the members in good standing.

SECTION 2. Special Club Meetings

Special club meetings may be called by the president, and shall be called by the secretary upon receipt of a written request signed by at least three members of the board. Such special meetings shall be held at such a place within the State of Montana, date, and hour as may be designated by the persons authorized herein to call such meetings. Notice of such a meeting shall be made by the secretary at least five days prior to the date of the meeting, and said notice shall state the purpose of the meeting and no other club business may be transacted thereat. Members may attend special meetings telephonically or electronically. 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 the State of Montana and may be held telephonically or electronically. The quorum for such a meeting shall be a majority of the board. Such meetings may be held in conjunction with the regular meetings of the club.

SECTION 4. Special Board Meetings

Special meetings of the board may be called by the president; and shall be called by the secretary upon receipt of a written request signed by at least three members of the board. Such special meetings shall be held at such place within the State of Montana, date and hour as may be designated by the person authorized herein to call such meeting. Special board meetings may be held telephonically or electronically. Notice of such meeting shall be made by the secretary at least five 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. The quorum for such a meeting shall be a majority of the board.

SECTION 5. Voting

Each member over the age of 18 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/she is present or is attending telephonically or electronically, or for any vote taking place by e-vote. The membership must be provided at least 10 days notice of any e-votes. Absentee voting is allowed if in writing and received by the secretary prior to the meeting at which the vote will be taken. Proxy voting will not be permitted at any club meeting or election.

ARTICLE III - - DIRECTORS AND OFFICERS

SECTION 1. Board of Directors

The Board shall be comprised of the officers and one other person ('Member at Large'), whom shall be a member 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.

1. 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 bylaws.
2. The vice president shall have the duties and exercise the powers of the president in case of the president's death, absence, or incapacity.
3. 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 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 office, keep a roll of the members of the club with their addresses and carry out such duties as are prescribed in these bylaws.
4. The treasurer shall collect and receive all moneys due or belonging to the club. Moneys shall be deposited in a bank designated by the board, in the name of the club. The books shall at all times be open to inspection by the board and a report shall be given at every meeting on the condition of the club's finances and every item of receipt or payment not before reported. At the annual meeting an accounting shall be rendered of all moneys 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 officers 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, except that a vacancy in the office of president shall be filled automatically by the vice president and the resulting vacancy of vice president shall be filled by the board.

ARTICLE IV - - THE CLUB YEAR, ANNUAL MEETING, ELECTIONS

SECTION 1. Club Year

The club's fiscal year shall begin on the first day of January and end on the last 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 meeting.

SECTION 2. Annual Meeting

The annual meeting shall be held in the month of June, at which officers and directors for the ensuing year shall be elected by secret ballot, voice vote, e-vote, or absentee 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 the successor in office all properties and records relating to that office within thirty days after the election.

SECTION 3. Elections

The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The 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 March, the board shall select a nominating committee consisting of three members and two alternates, not more than one of whom may be a member of the board. The secretary shall immediately notify the committee members and alternates of their selection. The board shall name a chairman for the committee and it shall be such person's duty to organize the activities of the committee and call any meetings necessary for the committee to complete its charge.

- (a) The committee shall nominate one candidate for each office and 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, at least two weeks before the annual meeting, notify each member in writing of the candidates so nominated.
- (c) Additional nominations may be made at the annual meeting by any member in attendance, provided that the person so nominated does not decline when their name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, the proposer shall present to the secretary a written statement from the proposed candidate signifying willingness to be a candidate.
- (d) Nominations cannot be made in any manner other than as provided in this section.

ARTICLE V - - COMMITTEES

SECTION 1.

The board may each year appoint standing committees to advance the work of the club. Such committees shall always be subject to the final authority of the board. Special committees may also be appointed by the board to aid it on particular projects.

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 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 press charges against another member for alleged misconduct prejudicial to the best interest of the club. Written charges with specifications must be filed in duplicate with the secretary together with a deposit of \$25.00, 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 on the charges, it shall fix a date for a hearing by the board not less than three weeks nor more than six 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 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 months from the date of the hearing, and if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not restrict the defendants' right to appear before his fellow members at the ensuing club meeting which considers that the board's recommendation immediately after the board has made a decision. Its finding 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 sixty days but not earlier than thirty days after the date of the board's recommendation of expulsion. The defendant shall have the privilege of appearing on his own behalf, though

no evidence shall be taken at this meeting. The president shall read the charges and the board's finding and recommendation, and shall invite the defendant, if present, to speak on his own behalf if he wishes. The members shall then vote by secret ballot on the 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 secretary signed by twenty 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 secretary for a vote within three 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 members present, or attending telephonically or electronically, and voting at any regular or special meeting, or e-vote, 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. No amendment to the constitution and bylaws that is adopted by the club shall become effective until it has been approved by the board of directors and the American Kennel Club.

ARTICLE VIII - - DISSOLUTION

SECTION 1.

The club may be dissolved at any time by the written consent of not less than two-thirds of the members. In the event of the dissolution of the club other than for the purposes of reorganization 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 meetings of the club to order of business, so far as the character and nature of the meeting may permit, shall be as follows:

- (a) Roll Call
- (b) Minutes of last meeting
- (c) Report of President
- (d) Report of Secretary
- (e) Report of Treasurer

- (f) Report of Committees
- (g) Election of officers and board (at annual meeting)
- (h) Election of new members
- (i) Unfinished business
- (j) New business
- (k) Adjournment

SECTION 2.

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

- (a) Reading of minutes of last meeting
- (b) Report of Secretary
- (c) Report of Treasurer
- (d) Report of Committees
- (e) Unfinished business
- (f) New business
- (g) Adjournment

ARTICLE X - - PARLIAMENTARY AUTHORITY

SECTION 1.

The rules contained in the current edition of "Roberts Rules of Order, Newly Revised," shall govern the club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any other special rules of order the club may adopt.