

# THE SOUTHEASTERN GREYHOUND CLUB

## BY-LAWS

### ARTICLE I Membership

**Section 1. Eligibility.** There shall be one type of membership, open to all persons eighteen years of age and older who subscribe to the purposes and objectives of the Club. However, the Board of Directors may, at their discretion and by a majority vote, bestow Honorary Membership upon any person in recognition of his/her service to the Club or to the Greyhound breed. Such an Honorary Member shall be exempt from the payment of an initiation fee or dues. He/she may not vote or hold office. An Honorary Member may apply for regular membership as provided in Section 3 of this Article.

**Section 2. Initiation Fees and Dues.** A one-time initiation fee, in an amount to be determined by the Board of Directors, shall be paid by each new member, and shall be submitted with his/her application for membership.

Membership dues, in an amount to be determined by the Board of Directors, shall be payable on or before the 31st day of January of each year. A member whose dues are not paid for the current year may not vote. During the month of November, the Treasurer shall send to each member a statement of his/her dues for the coming year. Dues obligations are considered a debt to the Club, and they become incurred on the first day of each fiscal year.

**Section 3. Application for Membership.** Each applicant for membership shall complete a form approved by the Board of Directors which provides that the applicant agrees to abide by the Constitution and By-laws of the Club. Such application shall be deemed accepted when received and signed by the Secretary unless it is rejected by a majority vote of the Board of Directors.

**Section 4. Termination of Membership.** Membership 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.

(b) By lapsing. A membership will be considered as lapsed and automatically terminated if a member's dues remain unpaid 30 days after the due date. In no case may a person be allowed 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

**Section 1. Monthly Meetings.** The Club shall meet monthly, at the time and place established by the Board of Directors. A quorum for the monthly meeting 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 at a meeting of the Board 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 a meeting shall be held at the place, date and time as may be designated by the Board of Directors. Written notice of a Special Club meeting shall be mailed by the Secretary at least 7 days and not more than 20 days prior to the meeting. The notice of the meeting shall state the purpose of the meeting; no other Club business may be transacted at the meeting. The quorum for a Special Club meeting shall be 10% of the members in good standing.

**Section 3. Board Meetings.** There shall be a minimum of three meetings of the Board of Directors annually. Other meeting of the Board shall be held at such times and places as are designated by a majority vote of the entire Board. Notice of each Board meeting shall be given by the Secretary to each Board member at least 7 days in advance, by mail, telephone, or in person. The quorum for a Board meeting shall be a majority of the Board voting in person or by mail.

**Section 4.** The Board of Directors may conduct its business by mail through the Secretary, or by telephone.

## ARTICLE III Officers & Directors

**Section 1. Board of Directors.** The Board of Directors shall be comprised of the President, Vice President, Secretary, Corresponding Secretary, Treasurer, and three other persons, all of whom shall be Club members in good standing. They shall be elected for two year terms, in accordance with the provisions of Article IV, with the exception of the three other persons, who shall be elected for staggered two year terms, 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, Corresponding 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 absence, incapacity, or death.

(c) The Secretary shall keep a record of all meetings of the Club and of the Board, of all votes taken by mail, and of all matters of which a record shall be ordered by the President or the Board. He/she shall accept applications for membership on behalf of the Club, shall provide notice of meetings as provided in these By-Laws, shall notify Officers and Directors of their election to office, shall keep a roll of the members of the Club and their addresses, and shall carry out such other duties as are prescribed in these By-Laws.

(d) The Corresponding Secretary shall have charge of and maintain the correspondence of the Club, and shall be the officer designated to carry on official communications with those organizations with which the Club has business.

(e) The Treasurer shall collect and receive all moneys due or belonging to the Club. He/she shall deposit Club funds in a bank approved by the Board of Directors, in the name of the Club. The Treasurer shall maintain the Club's financial records, which shall at all times be open to inspection by the Board. The Treasurer shall report at each Club meeting and each Board meeting the condition of the Club's finances, including every item of receipt or payment not before reported.

**Section 3. Vacancies.** Any vacancies occurring on the Board of Directors or among the Officers during the year shall be filled for the unexpired term of office by a majority vote of all the remaining members of the Board.

#### **ARTICLE IV**

##### **The Club Year, Voting, Nominations, Elections**

**Section 1. Club Year.** The Club's fiscal and official year shall begin on the 1st day of January, and shall end on the 31st day of December. The elected Officers and Directors shall take office on January 1st of alternating years. Each former officer shall turn over to his/her successor all properties and records pertaining to that office within thirty days.

**Section 2. Voting.**

(a) For purposes of the election of Officers and Directors, voting shall be limited to members in good standing.

(b) For purposes of monthly Club meetings or Special Club meetings, voting shall be limited to those members in good standing who are present at the meeting.

**Section 3. Nominations.** 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 Board of Directors by September 15 of each year. The Committee shall consist of three members and two alternates, all members in good standing, no more than one of whom may be a member

of the current Board of Directors. The Board shall name a Chairman for the Nominating Committee. The Nominating Committee may conduct its business by mail or telephone.

(a) The Nominating Committee shall nominate from among the eligible members of the Club a candidate for each office and each open position on the Board of Directors, and shall procure the acceptance of each nominee. The Committee shall then submit its slate of candidates to the Secretary, who shall mail the list to each member of the Club on or before October 15, so that additional nominations may be made by the members of the Club if they so desire.

(b) Additional nominations of eligible members may be made by written petition addressed to the Secretary and received at his/her regular address on or before November 15, signed by at least five members and accompanied by the written acceptance of each such nominee signifying his/her willingness to be a candidate. No person shall 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 by the Nominating Committee.

(c) Nominations cannot be made at monthly meetings or Special Club meetings other than as provided above.

**Section 4. Elections.** If there are no valid additional nominations in accordance with Section 3, paragraph (b), the Nominating Committee's slate shall be declared elected as of January 1st, and no balloting will be required. If there is more than one valid nomination for one or more position, the vote shall be conducted in the following manner:

(a) The Secretary will prepare and mail to each member in good standing a ballot clearly stating the nominees for contested positions by November 30th.

(b) The Board shall appoint a three person Election Committee to count ballots, and shall name one of those persons Chairman. No member of the Election Committee shall be a nominee for office. The Secretary shall supply to the Election Committee a list of members to whom ballots have been mailed.

(c) The ballots as sent by the Secretary shall include the name and address of the Chairman of the Election Committee, and shall be returned by members to the Chairman by December 20th.

(d) The Election Committee will verify the eligibility of each voting member submitting a ballot, tabulate the votes, and report the results of the election to the Secretary by December 30th. The Secretary will in turn report the election results to the Board of Directors by January 1st, and to the members as soon as practicable. In the event of a tie vote, the Secretary shall re-ballot within ten days, and report the results to the members and the incoming Board by February 1st. If the tie is not resolved by the second vote, the election will be decided by a simple majority of the Board in office prior to the election.

## ARTICLE V Committees

**Section 1.** The Board of Directors may each year appoint standing committees to advance the work of the Club. Special committees may also be appointed by the Board to aid it on particular projects. All committees shall be subject to the final authority of the Board.

**Section 2.** Any committee appointment may be terminated by a majority vote of the Board upon written notice to the appointee. The Board may appoint successors to those persons whose service has been terminated.

## ARTICLE VI Discipline

**Section 1. AKC/ASFA Suspension.** Any member who is suspended from the privileges of the American Kennel Club or the American Sighthound Field Association shall be automatically suspended from the privileges of the 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 breed. Written charges with specifications must be filed in duplicate with the Secretary, together with a deposit of \$10, which shall be forfeited if such charges are not sustained by the Board or a committee 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.

The Board shall first consider whether the actions alleged in the charges, if proven, would constitute conduct prejudicial to the best interests of the Club or the breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club or the breed, it may refuse to exercise jurisdiction.

If the Board exercises jurisdiction of the charges, it shall fix a date for a hearing by the Board or a Committee of not less than three members of the Board, not less than three weeks nor more than six weeks thereafter. The Secretary shall promptly send by registered mail one copy of the charges to the accused member (hereinafter referred to as "the respondent"), together with a notice of the hearing and notice of the respondent's right to personally appear in his/her own defense and bring any witnesses if he/she wishes.

**Section 3. Board Hearing.** The Board or Committee shall have complete authority to decide whether counsel may attend the hearing, but both the complainant and the respondent shall be treated uniformly in that regard. Should the Board or Committee sustain the charges after hearing all the evidence and testimony presented by the complainant and the respondent, the Board or Committee may, by a majority vote of those present, suspend the respondent from all privileges of the Club for not more than six months from the date of the hearing.

If the Board or Committee 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 respondent's right to appear before his/her fellow members at the next monthly meeting which

considers the recommendation of the Board or Committee. Immediately after the Board or Committee has reached a decision, its findings shall be put in written form and filed with the Secretary. The Secretary shall in turn notify each of the parties of the decision and penalty, if any.

**Section 4. Expulsion.** Expulsion of a member from the Club may be accomplished only at a monthly meeting of the Club following a hearing and upon the recommendation of the Board or Committee as provided in Section 3 of this Article. The respondent shall have the privilege of appearing in his/her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the findings and recommendations, and shall invite the respondent, if present, to speak in his/her own behalf. The members shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting shall be necessary for expulsion. If expulsion is not so voted, the 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 and signed by twenty percent of the members in good standing. Amendments proposed by such a 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 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/she may indicate his/her choice for or against the action to be taken. The notice shall specify a date not less than thirty days after the date of 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 limit shall be required to effect any amendment.

## **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. In the event of the dissolution of the Club, other than for purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club nor any proceeds thereof shall be distributed to any members of the Club, but after payment of any debts of the Club, its property and assets shall be given to charitable organizations selected by the Board of Directors and dedicated to the adoption of Greyhounds.

**ARTICLE IX**  
**Order of Business**

**Section 1.** At 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 the Last Meeting  
Report of the President  
Report of the Secretary  
Report of the Treasurer  
Reports of Committees  
Unfinished Business  
New Business  
Adjournment

**Section 2.** At meetings of the Board of Directors, the order of business, unless otherwise directed by a majority vote of those present, shall be as follows:

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

**ARTICLE X**  
**Parliamentary Authority**

**Section 1.** The rules contained in the current edition of *Robert's 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 By-Laws and any special rules of order the Club may adopt.