

CONSTITUTION AND BYLAWS OF
ANOKA COUNTY MINNESOTA KENNEL CLUB

CONSTITUTION

ARTICLE I
NAME AND OBJECTS

SECTION 1. The name of the Club shall be the Anoka County Minnesota Kennel Club.

SECTION 2. The objects of the Club shall be:

(a) To further the advancement of

- all breeds of purebred dogs.

(b) to do all in its power to protect and advance the interests of

- dog shows
- obedience trials
- tracking tests

and to encourage sportsmanlike competition at such events and

(c) to conduct

- sanctioned matches
- dog shows
- obedience trials
- tracking tests
- and any other event for which the club is eligible under the Rules and Regulations of the American Kennel Club.

SECTION 3. The Club shall not be conducted or operated for profit and no part of any profits remainder or residue from dues or donations to the Club shall inure to 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 1
MEMBERSHIP

SECTION 1. Eligibility. There shall be six (6) types of membership:

- (a) Individual Membership. Open to all persons eighteen years of age and older who are in good standing with the American Kennel Club, Inc. and who subscribe to the purposes of this Club. Individual members enjoy all club privileges including the right to vote and hold office.
- (b) Family Membership. Open to all families who are in good standing with the American Kennel Club, Inc. and who subscribe to the purposes of this Club. Family membership shall be limited to any two members living in the same household of a family eighteen years of age or older, each of which shall be entitled to one vote and to hold office.
- (c) Junior Membership. Open to all persons between the ages of 9 and seventeen years on a non-voting, non-office holding status which may automatically convert to regular membership at age 18, and who are in good standing with the American Kennel Club, Inc. and who subscribe to the purpose of the Club.
- (d) Individual Associate Membership. Open to all individuals eighteen years of age and older who are in good standing with the American Kennel Club, Inc. and who subscribe to the purposes of this Club. Associate Membership is entitled to all club privileges except voting and holding office.
- (e) Honorary. An individual who has made significant contributions to the Sport or Club; honorary members pay no dues and are not eligible to vote, but can maintain individual or family membership if they pay dues.
- (f) Life. For those individuals who have been members for 20 years; Life members pay no dues but are eligible to vote and hold office.

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. The board of directors shall review the dues at the 1st quarter's board meeting annually. The board shall determine the amount of dues for the fiscal year payable on or before the 1st day of April. Dues shall not exceed \$35.00 for Individual Membership, \$50.00 for family membership, \$20.00 for Junior Membership, or \$35.00 for Associate Membership.

In absence of action by the board, dues shall remain unchanged for the following year. No member may vote whose dues are not paid for the current fiscal year.

During the month of February, the Membership Chair or Secretary in the absence of a Membership Chair shall send to each member a statement of his or her dues for the next fiscal year.

SECTION 3. Election to Membership. Each applicant for membership shall apply on a as provided by the Board of Directors and which shall provide that the applicant agrees to abide by these constitution and bylaws and the rules of the American Kennel Club, Inc. The applicant shall state the name, address, and occupation of the applicant and it shall carry the endorsement of two members 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 by secret ballot and affirmative votes of two-thirds of the members present and voting at that meeting shall be required to elect the applicant to membership.

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 by:

- (a) 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. Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation.
- (b) Lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 90 days after the first day of the fiscal year, however, the Board of Directors may grant an additional 90 days of grace to such delinquent member 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) 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. There shall be a minimum of nine meetings of the club each year

in the Anoka County Area or via telephone conference call or via video conference in accordance with AKC policy and state law at such place, date, and hour, as may be designated by the Board of Directors. Written notice or e-mail in accordance with the AKC e-mail notification policy, of such meeting shall be mailed by the Secretary at least 10 days prior to the date of the meeting to all members who, as of the mailing date, are eligible to vote at the meeting. The quorum for such meetings shall be 20 percent 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 receipt of a petition signed by five members in good standing. Such special meetings shall be held in the Anoka County Area or via telephone conference call or via video conference in accordance with AKC policy and state law at such place, date, and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice or e-mail in accordance with the AKC e-mail notification policy, of such 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 said 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 percent of the members in good standing.

SECTION 3. Board Meetings. To reflect the authority vested in them the Board shall meet at least six times per year or at any time as deemed necessary by the board in the Anoka County Minnesota Area or via telephone conference call or via video conference in accordance with AKC policy and state law at such place, date, and hour as may be designated by the Board. Alternatively, the Board may choose to utilize teleconferencing or videoconferencing in accordance with AKC policy. Meeting notice shall be in written form and sent via USPS mail or by e-mail in accordance with the AKC e-mail notification policy. Notice of each such meeting shall be sent by the Secretary at least 5 days prior to the date of the meeting. The quorum for such meeting shall be a majority of the entire board of directors in office at the time of the meeting.

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 in the Anoka County Area or via telephone conference call or via video conference in accordance with AKC policy and state law at such place, date, and hour as may be designated by the person authorized herein to call such meeting. The Secretary shall mail written notice or e-mail in accordance with the AKC e-

mail notification policy, of such meeting 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 the majority of the Board.

SECTION 5. Voting. Each member in good standing whose dues are paid for the current year shall be entitled to one vote, pursuant to Article I, Section 1, 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 shall be comprised of the officers and three other persons, and all of whom shall be members in good standing all of whom shall be elected for two-year terms at the Club's Annual Meeting as provided in Article IV and shall serve until their successors are elected. To ensure continuity of leadership, the positions of President, Treasurer and one board member will be elected in odd numbered years; the positions of Vice President, Secretary and two board members shall be elected in even numbered years. General management of the Club's affairs shall be entrusted to the Board of Directors.

AKC Delegate. The AKC Delegate shall be elected in odd numbered years, serving a two-year term.

SECTION 2. Officers. The Club's officers consisting of the President, Vice-President, Secretary and Treasurer shall serve in their respective capacities with regard to both the Club and its meetings and the Board and its meetings.

- (a) The President shall preside at all meetings of the Club and 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.
- (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; have charge of the correspondence, notify members of meetings, notify officers and directors of their election to office, and carry out such other duties as are prescribed in these bylaws. In the absence of the Membership Chair, the Secretary also shall notify new members of their election to membership, and keep a roll of the

members of the Club with their addresses which shall be sent to any member in good standing, upon written request, not more than once every club year.

- (d) 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 of the Board and a report be given at every meeting of the condition of the Club's finances and every item of receipt or payment not before reported; and 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 may determine.
- (e) The AKC Delegate shall report to the Club all actions and matters discussed at the AKC's Quarterly Meetings. The AKC Delegate will not be a member of the Board. The AKC Delegate is charged with the responsibility of advising the Board of Directors of proposed amendment to the Rules Applying to Registration and Dog Shows, of elections and appointment to the AKC Board of Directors, and of all other matter pertaining to the world of purebred dogs. When the AKC agenda calls for a delegate vote on policy changes, the AKC Delegate seeks voting instruction from the Board of Directors. Copies of the official minutes of the meeting are forwarded to the Board of Directors.
- (f) The Membership Chair. The board may appoint a member of the Club to serve as Membership Chair. This position is not a member of the Board and does not have board voting privileges. This appointee handles all aspects of membership including maintaining the membership roster, sending and collecting dues notices, and notifying new members of their election to membership while distributing new membership packet.
- (g) The Assistant to the Secretary. The board may appoint a member of the Club to serve as the Assistant to the Secretary. This position is not a member of the Board and does not have board voting privileges. This appointee will assist the secretary by executing limited secretarial duties in the absence of or as requested by the Secretary or Board.

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 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 and the resulting vacancy in the office of Vice-President shall be filled by the Board.

ARTICLE IV
CLUB YEAR. ANNUAL MEETING. ELECTIONS

SECTION 1. Club Year: The Club's fiscal year shall begin on the 1st day of April and end on the 31st day of March. 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, Delegate to The American Kennel Club, and Directors for the ensuing year shall be elected by secret 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 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 three 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 August, 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 call a committee meeting which shall be held on or before November 1.

- (a) The committee shall nominate one candidate for each available office, Delegate, who may but need not be an officer or director of the club, and Board positions, 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 at least 10 days before the November Meeting, shall notify each member in writing of the candidates so nominated.
- (c) Additional nominations may be made at the December 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 proposed candidate shall present to the Secretary a written statement signifying willingness to be a candidate. No person may be a candidate for more than one position except for the position of the

- Delegate.
- (d) Nominations cannot be made at the annual meeting or in any other 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 in such matters as dog shows, obedience trials, trophies, annual prizes, membership, and other fields which may well be served by committees. 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 any of 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 refer 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 \$50.00, 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, and in no event less than 15 days before the hearing, 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 either reprimand the defendant or 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 defendant's right to appear before his fellow-members at the ensuing Club meeting which considers the Board's recommendations. Immediately after the Board has reached 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 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 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 in his own behalf if he wishes. The members shall then vote by secret ballot on the proposed expulsion. A two-thirds 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. Immediately after the members have voted on the expulsion, the results of the vote shall be filed with the Secretary, who shall promptly notify the members of the decision. If the members vote to expel a member, such expulsion shall take effect not less than 5 days after the meeting at which the vote was taken.

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 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 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 by a 2/3rds affirmative vote of the members present and voting by secret ballot at any regular or special meeting called for that 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.

SECTION 3. No amendment to the constitution bylaws that is adopted by the club shall become effective until the Board of Directors of the American Kennel Club has approved it.

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 good standing. 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, 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, the order of business, so far as the character and nature of the meeting may permit, shall be as follows:

- Roll Call
- Minutes of previous meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report 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 a majority vote of those present, shall be as follows:
Reading of minutes of previous meeting Report of Secretary
Report of 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 to which they are not inconsistent with these bylaws and other special rules of order that the Club may adopt.

AMENDMENTS TO THE CONSTITUTION AND BY-LAWS OF
ANOKA COUNTY MINNESOTA KENNEL CLUB

Appendix A

Reserved for future

Amendments Resolution passed December 6, 1997
Revised: January 12, 2008
August 19, 2015
January 20, 2021