

# **LEAP AGILITY CLUB OF CENTRAL OF MASSACHUSETTS, INC.**

## **CONSTITUTION**

### **ARTICLE I**

#### **Name and Objectives**

SECTION 1. The name of the club shall be Leap Agility Club of Central Massachusetts, Inc.

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

- A. Promote agility training for purebred dogs.
- B. Disseminate knowledge regarding agility training.
- C. Coordinate agility training sessions for dogs and/or handlers.
- D. Encourage the training of judges.
- E. Hold and support agility trials under the rules and regulations of the American Kennel Club.
- F. Promote cooperation, harmony, and good sportsmanship among 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 or residual 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 charges.

## **BYLAWS**

### **ARTICLE I**

#### **Membership**

SECTION 1. Eligibility. There shall be six types of membership: Individual, household, junior, senior, honorary, and associate.

- A. Individual Membership. Individual membership shall be entitled to all privileges of the club.
- B. Household Membership. Household membership shall be open to two adults residing in the same household and to their children under 18 years of age and

shall be entitled to all privileges of the club.

- C. Junior Membership. Members of the club under a household membership who are under 18 years of age shall automatically be junior members. Junior membership in the club shall be open to all persons under the age of 18 years who are in good standing with the American Kennel Club and who subscribe to the purposes of the club. Junior membership shall be entitled to all privileges of the club.
- D. Senior Membership. Senior membership shall be open to persons over the age of 60. Senior membership shall be entitled to all privileges of the club.
- E. Honorary Membership. Honorary membership shall be granted to a person, by 2/3 vote of the board, and recognized as having provided extraordinary service to the club.
- F. Associate Membership: Associate membership shall be open to persons residing outside of the local territory. Associate members are entitled to all privileges of the club with the exception that they may not vote or hold office.

SECTION 2. Dues. Membership dues shall not exceed \$25 per year, payable on or before the first day of May each year. No member may vote whose dues are not paid for the current year. During the month of February, the treasurer/membership chairperson shall send to each member a statement of dues for the ensuing year. New members elected after March 1 shall not be billed again for dues until the following year.

SECTION 3. Election to Membership. Each applicant for membership shall apply on a form as approved by the Board of Directors and which shall provide that the applicant agrees to abide by the certificate of incorporation and bylaws of the club and the rules of the American Kennel Club. Accompanying the application, the prospective member shall submit dues payment for the current year. All applications are to be filed with the membership chairperson. The Board of Directors of the Club may adopt and amend from time to time the rules which shall apply to the application and approval process for club membership, including the reading of the applications, the timing of voting on applications and the voting requirements for approval of membership applications.

Applicants for membership who have been rejected by the club may not reapply within six months after such rejection.

SECTION 4. Termination of Membership. Memberships may be terminated as follows:

- A. By resignation. Any member in good standing may resign from the club upon written notice to the secretary.
- B. By lapsing. A membership shall be considered lapsed and automatically terminated if such member's dues remain unpaid 60 days after the first day of

May. However, the board may grant an additional period to such delinquent members in meritorious cases. In no case may a person whose dues are unpaid be entitled to vote at any club 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. General meetings of the club shall be held at least six times yearly in the Greater Sturbridge area at such an hour and place as may be designated by the board of directors. The secretary shall notify the members of each meeting at least 10 days before the date of each meeting. ***The meeting notice may be made by U.S.P.S. mail or email.*** The quorum for such meetings shall be those present who are 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 of the club who are in good standing. Such meetings shall be held in the Greater Sturbridge area at such place, date and hour as designated by the board. The secretary shall notify the members of such a meeting at least five days prior to the meeting. The notice ***may be made by U.S.P.S. mail or email and*** shall state the purpose of the special meeting. No other club business may be transacted at this meeting. The quorum for such a meeting shall be 20 percent of the members in good standing.

SECTION 3. Board Meetings. Meetings of the board of directors shall be held at least six times yearly in the Greater Sturbridge area, ***by teleconference, or by videoconference*** at such ***date and hour and place*** as designated by the board. The secretary shall notify the members, ***either by U.S.P.S. mail or email,*** of each meeting at least 10 days before the date of each meeting. The quorum for such meeting shall be a majority of the board. The board may conduct its business through the secretary at the discretion of the president.

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 written request ***signed (mail or email) from by*** at least three members of the board. Such meeting shall be held in the Greater Sturbridge area, ***by teleconference, or by videoconference*** at such ***place,*** date, and hour as may be designated by the person authorized to call such meetings. The secretary shall notify the members of such a meeting at least five days prior to the meeting. ***Notice may be made by U.S.P.S. mail or email.*** Any such notice shall state the purpose of the meeting and no other business shall be transacted at that meeting. The quorum for such a meeting shall be a 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 at any meeting of the club at which he or she 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 ~~nine~~ *ten* persons, all of whom shall be members in good standing. The officers shall be elected for one-year terms, *with the exception of the AKC delegate who will be elected for a three-year term*, at the club's annual meeting. The four other directors shall serve two-year terms with two board members being elected at each annual meeting. The president, vice president and non-officer directors shall not serve more than two consecutive years. 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, treasurer, *AKC delegate*, and membership chairperson 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 meeting 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.
- B. The vice president shall have the duties and exercise the powers in the absence of the president.
- 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, keep roll of the members of the club with their addresses, and carry out such other duties as directed by the board.
- D. The membership chairperson shall distribute and receive membership applications, notify new members of their election to membership, send out notice of dues, and carry out such other duties as directed by the board.
- E. 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 previously reported; and at the annual meeting an accounting shall be rendered of all moneys received and expended during the previous fiscal year.
- F. The AKC Delegate shall represent the club and serve as a liaison in AKC*

*matters. This shall be an elected position for a term of three years. The AKC delegate shall be a voting member of the board of directors.*

SECTION 4. 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, or at a special board meeting called for the purpose, except that a vacancy in the office of the 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.

SECTION 4. Removal. A director may be removed from office at any time with or without cause by a majority vote of the directors then in office or by a majority vote of the members.

SECTION 5. Resignation. Any director or officer may resign at any time by giving his or her resignation in writing to the president, treasurer, clerk or any other officer or director of the corporation.

#### ARTICLE IV

##### The Club Year, Annual Meeting, Elections

SECTION 1. Club Year. The club's fiscal year shall begin on the first day of May and end on April 30th. 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 on the first Saturday in the month of April and shall be called by the president, treasurer, clerk or any director. In the event the annual meeting is not held on such date, a special meeting in lieu of the annual meeting may be held with all the force and effect of an annual meeting. Officers, *delegate to the American Kennel Club*, and directors for the ensuing year shall be elected at the annual meeting 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 who has not been nominated may be a candidate in a club election. During the month of December, 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 board shall name a chairman for the committee and it shall be such person's duty to call a committee meeting. The committee shall report to the secretary its nominations not less than 30 days before the last meeting prior to the annual meeting so the slate can be sent with the

notice for that meeting.

- A. The committee shall nominate one candidate for each office, *and* positions on the board, *and AKC delegate*, after securing the consent of each person so nominated. *The AKC delegate may be, but need not be, a club officer or director.*
- B. Upon receipt of the nominating committee's report, the secretary shall notify each member of the candidates so nominated.
- C. Additional nominations may be made at the meeting preceding 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. No person, *except for the position of AKC delegate*, may be a candidate for more than one position. The secretary shall notify the members of all such additional nominations after this meeting.
- D. Nominations cannot be made at the annual meeting or 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 in such matters as agility matches, agility 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. The chairman of each committee shall serve for a term of one year and may be reappointed to as many additional terms as is mutually acceptable by the president and committee chairman.

SECTION 3. Any committee appointment may be terminated by a majority vote of the full membership of the board upon written *or electronic* 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 shall automatically be suspended from the privileges of this club for a like period.

SECTION 2. Charges. Any member may prefer charges against a 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, 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 interest 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 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 the 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, wit 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 recommendation. 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 the 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 in 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 2/3 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.

## ARTICLE VII Amendments

SECTION 1. Amendments to the articles of organization 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 articles of organization and bylaws may be amended by a 2/3 vote of the members present and voting at any regular or special meeting called for the purpose, provided the proposed amendments have been included in the notice of the meeting and mailed *or emailed* to each member at least two weeks prior to the date of the meeting.

***SECTION 3. No amendments to the constitution bylaws that are adopted by the club shall become effective until it has been approved by the Board of Directors of 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 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, nor any assets of the club shall be distributed to any members of the club. But after payment of 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
- Approval of minutes of the last meeting
- Report of president
- Report of secretary
- Report of treasurer
- Reports of committees
- Election of officers and board (at annual meeting)
- Election of new members
- Unfinished business
- New business
- Adjournment

SECTION 2. At meeting of the board, the order of business, unless otherwise directed by a majority vote of those present, shall be as follows:

- Approval of minutes of last meeting



Report of secretary  
Report of treasurer  
Reports of committees  
Unfinished business  
New business  
Adjournment

ARTICLE X  
Parliamentary Authority

SECTION I. 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 bylaws and any other special rules of order the club may adopt.

As amended and dated at Sturbridge, MA this 30th day of April, 2015.