

**ARIZONA WHIPPET ASSOCIATION
CONSTITUTION AND BYLAWS**



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CONSTITUTION

SECTION 1: The name of the Club shall be Arizona Whippet Association (AZWA).

SECTION 2: The objectives of the club shall be:

(a) to unite people sharing a common interest in breeding, showing, racing, coursing, obedience, agility and other activities for the purpose of exerting a combined influence upon matters affecting the Whippet breed;

(b) to urge members and breeders to accept the breed standard as approved by the American Kennel Club as the only standard of excellence by which Whippets shall be judged;

(c) to promote and maintain a high standard of conduct in transactions affiliated with breeding, showing, racing, coursing, obedience, agility and/or any other sanctioned event in which Whippets can participate;

(d) to conduct sanctioned matches, obedience trials, lure coursing trials and specialty shows under the rules of the American Kennel Club;

(e) to conduct track, field and/or performance events 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. No income to the Club from any source, including dues, donations, or entry fees shall inure to the benefit of any Club member or individual.

SECTION 4: The Club members shall adopt and may from time to time revise such Bylaws as may be required to implement these objectives.

BYLAWS

Article I

MEMBERSHIP

SECTION 1: Eligibility. There shall be four types of membership – life, individual, household, and junior. Life membership may be awarded to individuals who have been members for a long period of time (usually 20+ years); Life members pay no dues but are eligible to vote and hold office. Individual membership is open to all adult persons 18 years of age and older who are in good standing with the American Kennel Club and who subscribe to the purposes and objectives of this club. Individual members enjoy all club privileges including the right to vote and hold office. Any minor person, between 10 and 17 years of age, who resides in the home of an adult member, shall be considered a Junior member with all membership privileges, except the right to vote or hold office. Members in good standing holding Junior status may convert to Individual membership status upon turning 18 years of age. A Household membership is open to two (2) adult members residing in the same household, each eligible to vote and hold office.

SECTION 2: Dues. Membership dues shall be a sum to be determined by the Board of Directors. Individual and Junior membership dues not to exceed \$15 per year, household membership dues not to exceed \$20 per year. Membership dues are payable on or before the **first day of June** each year. No member may vote whose dues are unpaid for the current year. During the month of **March**, the Treasurer shall send to each member a statement of dues for the ensuing year. Dues shall be considered delinquent if unpaid within sixty days following **June 1st** and shall result in termination of membership. Dues for new members will be reduced to \$8 per year for Individual and Junior memberships and \$10 per year for household memberships for those applications received in the second half of the fiscal year.

SECTION 3: Election to Club Membership. Each membership applicant shall apply on a form approved by the Board of Directors. Such form will provide that the applicant agrees to abide by the Constitution and Bylaws of the AZWA, the rules of The American Kennel Club and any other sanctioning body of any performance event in which the Club may participate.

The application shall include the name, address, and telephone number of the applicant and it shall carry the endorsement of two members in good standing, not of the same family or household. 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 and affirmative votes of 2/3 of the members present and voting by secret ballot at that meeting shall be required to elect the applicant.

An application which has received a negative vote by the Club may be presented by the applicant's endorsers to the Board for further review.

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

SECTION 4: Termination of Membership. Membership may be terminated:

(a) **By Resignation.** Any member in good standing may resign from the Club upon written or email notice to the Secretary; but no member may resign when indebted to the Club. Obligations other than dues are considered a debt to the club and must be paid prior to resignation.

(b) **By Lapsing:** A membership will be considered lapsed and automatically terminated if such member's dues remain unpaid 60 days after the first day of the fiscal year; however, the Board may grant an additional 30 days of grace to such delinquent members in meritorious cases. A person whose dues are unpaid is not entitled to vote at any Club or Board meeting.

(c) **By Expulsion.** A membership may be terminated by expulsion as provided in Article VI of this Constitution and Bylaws.

Article II

MEETINGS

SECTION 1: General Membership Meeting. The club meeting must be held in the greater Phoenix area, including communities south to Tucson Arizona, and shall be held at such hour and place as may be designated by the board of directors. Written notice of each such meeting shall be mailed by the Secretary at least 10 days prior to the date of 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 of the club who are in good standing. Such meetings shall be held within the greater Phoenix area, including communities south to Tucson Arizona, at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Secretary at least five 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.

(a) Special Club meetings must be attended in person.

SECTION 3: Board Meetings. Meetings of the Board of Directors shall be held at least 6 times per year within the greater Phoenix area including communities south to Tucson Arizona or via telephone conference call or via video conference at such hour and place as may be designated by the board. Written notice of each such meeting shall be mailed by the Secretary at least five days prior to the date of the meeting. The quorum for such a meeting shall be a majority of the board.

(a) Board meetings may be held in person, or via teleconference or videoconference.

SECTION 4: Special Board Meetings. Special Board meetings may be called by the President; and shall be called by the Secretary upon receipt of a written or electronic request by at least three members of the Board. Such special meetings shall be held within the greater Phoenix area, including communities south to Tucson Arizona, at such place, date, and hour as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be mailed by the Secretary at least five 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. The quorum for such a meeting shall be a majority of the board. (a) Special Board meetings may be held in person, or via teleconference or videoconference.

SECTION 5: Board Meeting Attendance. Any officer or Director who misses two Board meetings in the same fiscal year, without just cause as determined by the Board, will be determined to have vacated the position.

SECTION 6. 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 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 President, Vice President, Secretary, Treasurer, and five members, all of whom shall be members in good standing. These positions shall be held each year for one-year terms, elected at the Club's May 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 at its meetings. The officers shall be elected by the membership and they shall serve for one-year terms and until their successors are elected.

(a) The President shall preside at all Club and Board meetings and shall have the duties and power 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 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, which shall be sent to any member in good standing, upon written request, not more than once every club year, and carry out such other duties as are prescribed in these bylaws.

(d) The Treasurer shall collect and record 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; 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 shall determine.

SECTION 3: Vacancies. 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 the 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

THE CLUB YEAR, NOMINATIONS, ELECTIONS

SECTION 1: Club Year. The Club's fiscal year shall begin on the first day of June and end on the last day of May. 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. The elected Officers and Directors shall take office immediately upon the conclusion of the May election. Each retiring officer shall turn over to his successor in office all properties and records relating to that office within thirty days after election.

SECTION 2. Annual Meeting. The annual meeting shall be held in the month of May, at which officers 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 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. On or before February 1, 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 committeemen 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 March 1.

(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 April meeting, notify each member in writing of the candidates so nominated.

(c) Additional nominations may be made at the April 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 may be a candidate for more than one position.

(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 dog shows, lure coursing trials, agility or obedience trials, annual prizes, membership and other fields which may well be served by committee. 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 appointed 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 service has been terminated.

Article VI

DISCIPLINE

SECTION 1: American Kennel Club Suspensions. Any member who is suspended from any of the privileges of The American Kennel Club shall be automatically suspended from the privileges of this Club for a like period.

SECTION 2: Charges. Any member may prefer charges against another member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges with specifications must be filed together with a deposit of \$10.00 which shall be forfeited if such charges are not sustained. The Secretary shall send a copy of these charges to each Board member or present them at a Board meeting. The Board will then consider whether the actions in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club or of the Breed, or it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a hearing date by the Board or a Committee of not less than three Board members, not less than four weeks, or more than eight weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by registered mail together with notice of the hearing

and an assurance that the defendant may personally appear in his own defense and bring witnesses if they wish.

SECTION 3: Board Hearing. The Board or committee shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. After hearing all the evidence and testimony presented by complainant and defendant, should the charge be sustained, the Board or committee, by a majority vote of those present, may reprimand or suspend the defendant from all Club privileges for not more than six months from the date of the hearing. Alternatively, it may 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 or Committee's recommendation. 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 Club meeting following a hearing and upon recommendation of the Board or Committee as provided in Section 3 of this Article. The defendant shall have the privilege of appearing in his own behalf though no evidence shall be taken at this Club meeting. The President shall read the charges, the findings and the recommendations, and shall invite the defendant, if present, to speak on their own behalf. The Club members present shall then vote by secret, written 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 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 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 bylaws may be amended by a 2/3 secret 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 to each member at least two weeks prior to the date of the meeting.

Article VIII

DISSOLUTION

SECTION 1: The Club may be dissolved at any time by the written consent of not less than ¾ of the members. In the event of dissolution of the Club, other than for purposes of reorganization, whether voluntary or involuntary, or by operation of the law, none of the Club property, no Club proceeds, nor any

asset of the Club shall be distributed to any Club members. After payment of any Club debts, its property and assets shall be given to a charitable organization for the benefit of dogs, to be selected by the Board of Directors.

Article IX

ORDER OF BUSINESS

SECTION 1: The order of business at regular Club meetings, so far as the character and nature of the meeting may permit, shall be as follows:

Call to order
 Roll Call
 Reading of minutes from the last meeting
 Report of President
 Report of Secretary
 Report of Treasurer
 Committee Reports
 Election of New Members
 Election of Officers and Board (at the Annual Meeting)
 Unfinished Business
 New Business
 Adjournment

SECTION 2: The order of business at Board of Directors meetings, unless otherwise directed by majority vote of those present, shall be as follows:

Call to Order
 Reading of Minutes of the last meeting
 Report of Secretary
 Report of Treasurer
 Report of Committees
 Unfinished business
 New business
 Adjournment

Article X

RULES OF ORDER

SECTION 1: The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the meetings of the Club in all cases to which they are applicable and not inconsistent with these Bylaws and any other special rules of order the Club may adopt.