



TREASURE STATE RETRIEVER
CLUB CONSTITUTION AND
BY-LAWS
APPROVED MAY 30, 2018

Treasurer State Retriever Club Inc.

Constitution

Approved May 20, 2017

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Article I

Name and Objectives

Section 1. The name of the club shall be Treasurer State Retriever Club Inc.

Section 2. The objective of the club shall be;

- A. To further the advancement of all retriever field trial and hunting test breeds.
- B. To do all in its power to protect and advance the interests of retriever field trials and hunting tests and to encourage sportsmanlike conduct at such events.
- C. To conduct sanctioned and licensed retriever field trials and hunting tests under the rules and regulations of the American Kennel Club.
- D. To disseminate knowledge, conduct educational and training events and promote the training of retrievers and encourage the training of judges.
- E. To conserve game birds by the use of a trained retriever.
- F. To afford opportunity and maintain the Bob Sparks Retriever Grounds for the training of retrievers and for hosting trials, and other related events.

Section 3. The club shall not be conducted or operated for profit and no part of any profits or 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.

Article II

Membership:

Section 1. Eligibility

Any breeder, owner and/or fancier of hunting dogs regardless of sex, race, creed or color shall be eligible for membership in said organization.

There shall be four types of membership open to all persons who are in good standing with the American Kennel Club and the United Kennel Club and who subscribe to the purposes of this club. The club's primary purpose is to be representative of the retriever community in the Southwestern Montana area. All persons must undergo the membership application process as outlined in Section 3 which includes standing rules, and limits of club liability.

A. General Membership: All members must be 18 years of age or older and **must** resides within the state of Montana and have full voting rights. Membership shall be paid by March 31th of the current year to maintain voting rights.

B. Family Membership: All members must reside within the state of Montana and shall be limited to 2 adults living in the same household and those children under the age of 18 years of age, who also live in the household. The two adults shall have full voting rights. Membership shall be paid by March 31th of each year to maintain voting rights.

C. Junior Membership: The member must be under 18 years of age, and must reside in the state of Montana, must be under adult supervision when on club grounds and has no voting privileges.

D. Out of State Membership: may apply to anyone not living in the state of Montana. Family Memberships and Junior Memberships must apply and abide by the same rules listed above for each specific membership application with the exception that these memberships shall have no voting privileges.

Section 2. Dues

Membership dues shall be set at the Annual Meeting for the following year and are due and payable by March 31st of each calendar year. Recommendations regarding the dues shall be made to the general members by the Board of Directors prior to a vote by the membership. No member whose dues are not current by March 31st of each year will not be allowed to vote.

Section 3. Application for Membership

Each applicant for membership shall apply on the official application form as approved by the Board of Directors. Applicants shall submit to the Secretary the signed application(s) which shall provide that the

applicant agrees to abide by the Treasurer State Retriever Club's constitution, Bylaws, standing rules, the rules of the American Kennel Club and the United Kennel Club. In the case of a family membership, both applicates shall sign the application.

Members are expected to abide by the AKC Code of Sportsmanship, (a copy of the AKC Code of Sportsmanship is attached, Attachment A) and Hunting Retriever Rule Book section under sportsmanship. (Ref. Only)

Accompanying the application, the prospective member shall submit payment of dues in full for the current year. All applications will be filed with the Secretary.

Membership of TSRC is subject to the approval of the Board of Directors.

All TSRC members must respect the rights, dignity and worth of all members, guests/visitors, judges and handlers regardless of age, gender, ability, race, cultural background, religious beliefs.

All members must respect all AKC / HRC Officials / Judges and publicly accept their decisions.

All members should be a positive role model, treat other members, judges and guests with the same level of respect you would expect to be shown to you.

Use correct and proper language at all times.

Section 4. Termination of Memberships

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. TSRC membership dues already paid will not be refunded.

B. By lapsing - A member will be considered as lapsed if such member's dues are not paid on or by March 31 of each calendar year.

C. By expulsion - A membership may be terminated by expulsion as provided in Article VII of these bylaws. TSRC membership dues will not be refunded.

Article III

Meetings and Voting

Section 1. Club Meetings

The club shall meet at least once annually in the Southwest Montana area at such hour and place as designated by the Board of Directors. Notice of each such meeting shall be given by the Secretary at least 10 days prior to the date of the meeting. A quorum is 20% of the membership that are entitled to vote and that are present at the meeting.

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 special meeting shall be held at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. Notice of such meetings shall be given by the Secretary no less than 5 days and not more than 15 days prior to the date of the meeting. The quorum for such a meeting shall be the majority of the members present.

Section 3. Board Meetings

Meetings of the Board of Directors shall be held a minimum of two times each year at such hour and place as may be designated by the Board or President. Notice of each such meeting shall be given by the Secretary no less than 5 days prior to the date of the meeting. The quorum for such a meeting shall be majority of the Board.

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, date, and hour as may be designated by the person authorized herein to call such meeting. Notice of such meeting shall be given by the Secretary no less than 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 a majority of the Board.

Section 5. Voting

Only in state Members who reside in Montana with voting rights and who are currently 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 that member is present. Both hard copy and electronic ballots will be accepted for voting at the Annual Meetings. Proxy voting will not be accepted for election of Club officers at the Annual Meetings, bylaws changes and misconduct proceedings. A signed proxy vote will be accepted for all other types of voting.

Article IV

Directors and Officers

Section 1. Board of Directors

The Board shall be comprised of the President, Vice President, Secretary and Treasurer and three (3) Directors to be elected for a staggered term of two years. All officers and members of the Board of Directors shall be members in good standing and shall be elected at the Club's Annual Meeting as Provided in Article V and shall serve until their successors are elected.

All officers will agree to be members of the Hunting Retriever Club as long as the club continues Hunting Retriever Club membership.

Section 2. The Duties of the Board of Directors Shall Be:

- A. To assist and advise the President and to act as overall guide to the Club.
- B. To transact necessary business in the intervals between Club meetings and such other business as may be referred to it by the Club.
- C. To appoint an auditor or auditing committee to audit the financial records every two years, and whenever a new Treasurer is elected.
- D. To approve the audit report and make a financial report to the Club, at the annual meeting.

Section 3. 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 meeting.

- 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 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. This person shall have charge of the correspondence, notify members of meetings, keep a roll of the members of the Club with their addresses and phone numbers and send an updated copy of this to each member as needed. This person will carry out such other duties as are prescribed in these bylaws.
- D. The Treasurer shall collect and receive all moneys due or belonging to the club. This person shall deposit the same in a bank designated by the Board, in the name of the Club. Financial books shall at all times be open to inspection of the Board and the Treasurer shall report them at every meeting the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting the treasurer shall render an account 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.

E. Checks drawn on the Club's account must be signed by two designated officers.

F. The President shall be authorized to make monetary expenditures, up to but not exceeding \$500.00 to meet any unforeseen emergency. Such an expenditure shall be reported at the next Board of Directors meeting of the Club.

G. The offices of Secretary and Treasurer may be held by the same person in which case the board shall be comprised of the officers and four Directors.

Section 4. 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 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 that purpose; except that the 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. Board members who are inactive or incapable of performing their Board duties and having any unexcused absences from the Board of Directors meetings may be replaced at the Board of Directors discretion.

Article V

The Club Year, Annual Meeting, Elections

Section 1. Club Year

The Club's fiscal year and the Club's official year shall begin on the 1st day of January and end on the 31st day of December.

Section 2. Annual Meeting

The annual meeting shall be held anytime during the month of May. At this time the officers and directors for the ensuing year shall be elected by secret written ballot (if there is contest) from among those nominated in accordance with Section 4 of this Article. The new Board of Directors shall take office beginning immediately. Each retiring officer shall turn over to his successor in office all properties relating to that office within 30 days of the election. These by law changes shall take effect for election of officers May 2017.

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 except when in compliance Article IV Section 3 subsection G.

Section 4. Nominations

No person may be a candidate in the Club election who has not been nominated. Prior to the election the Board shall select a Nominating Committee consisting of three members not more than one of whom shall be a member of the Board. The Board shall name a Chairman for the Committee and it shall be his duty to call a committee meeting.

A. The committee shall nominate one candidate for each office and Board position that is up for election after securing the consent of each person so nominated shall immediately report the nomination to the members.

B. No additional nominations may be made at the meeting by any member in attendance. Additional nominations may be submitted to the Chairman of the Nominating Committee no later than 30 days prior to the Annual Election. Nominees must be in good standing with the club and accept the nomination. No person may be a candidate for more than one position, except for the office of Secretary and Treasurer, and the additional nominations which are provided for herein may be made only from among those members who have not accepted a nomination of the Nominating Committee. All nominees deemed acceptable by the Nominations Committee shall be placed on an approved Club ballot and sent to all Club members 2 weeks prior to the Annual Meeting. All ballots must be returned to the Secretary prior to the Annual Meeting.

Article VI

Committees

Section 1.

The President may each year appoint standing committee chairpersons to advance the work of the Club in such matters as retriever trials, hunting tests, membership and other fields or projects which may well be served by Committees. Appointed Chairpersons will then form their own Committee. Such Committees shall always be subject to the final authority of the Board.

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 VII

Discipline

Section 1. American Kennel / United Kennel Club Suspension

Any member who is suspended from the privileges of the American Kennel Club or the United Kennel Club will automatically be 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, the breed or the sport. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$20.00 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 for the 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/her own defense and bring witnesses if he/she 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 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/her 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

Any member of the Club may be expelled for Misconduct by word, deed, or act, detrimental to said Club, by a majority of the Board of Directors voting by secret ballot. Written notice of this action must be sent to the expelled member within five days thereof.

Expulsion of a member from the club may be accomplished during said club's annual meeting or a special club meeting called by the club President. This meeting will follow a special 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 BOD, 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/her own behalf.

The President shall read the documented incidents and allegations and the Board's finding and recommendation, and shall invite the member, if present, to speak in his/her own behalf if he/she 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 not stand.

Any member of the Club so expelled shall have the right to appeal to the membership for reinstatement. The said appeal shall be filed in writing, with the Secretary of the Club, within seven calendar days after said expulsion. The appeal for reinstatement shall be acted upon at the next General Membership meeting. Reinstatement shall be granted upon a two-thirds majority favorable vote of the members present at the meeting, providing there is a quorum as required in Article III SECTION 5. Voting on said appeal to be by secret ballot.

Any and all misconduct must be documented at the time of incident with location, witnesses, date, and detail explanation of the incident. These documents will be review by the BOD and they will decide if further action is needed. These documents will be kept on file with the club secretary.

Article VIII

Amendments

Section 1.

Amendments to the Constitution and bylaws may be proposed by the Board of Directors or by written petition to the Secretary signed by 20% 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 the petition was received by the Secretary.

Section 2.

The Constitution and bylaws may be amended by 2/3 vote of the members voting at any regular or special meeting called for that purpose, provided that a quorum is present, 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.

Article IX

Dissolution

Section 1.

The Club may be dissolved at any time by the written consent of not less than 100% of the members. In the event of the dissolution of the Club 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 or nonprofit organization whose purpose shall be conservation and preservation of wild life as selected by the Board of Directors and members of the Club.

Article X

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 last meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Election of officers and Board (at annual meeting)
- Unfinished business
- New business
- Adjournment

Section 2.

At meetings of the Board the order of business unless otherwise directed by majority vote of those present, shall be:

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

Article XI

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.

Constitution and Bylaws revised and adopted March 3, 2016.

Sent to AKC March 4, 2016.

Attachment A – AKC Code of Sportsmanship

Reference: Hunting Retriever Rule Book under Sportsmanship

Approved by the Membership on May 30, 2018