



Constitution & Bylaws

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Coulee Kennel Club, Inc. Constitution & Bylaws

Revised July 2022

~Constitution~

ARTICLE I: Name and Objects

Section 1: Club Name

The name of the club shall be "Coulee Kennel Club, Inc."

Section 2: Objects

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 interest of all dogs;
- C. To conduct classes, for the training dogs and their handlers;
- D. To hold and support dog shows, conformation trials, obedience trials, agility trials, sanctioned matches, and any other event under the rules and regulations of the American Kennel Club,
- E. To promote cooperation and good sportsmanship among its members in the training and exhibition of dogs.

Section 3: Non-Profit Status

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 benefit any member or individual.

Section 4: Revisions

The members of the club shall adopt and may from time to time revise the Constitution and Bylaws as may be required to carry out these objectives.

~Bylaws~

ARTICLE I: Membership & Dues

Section 1: Membership

Four types of memberships are available for persons in good standing with the American Kennel Club and who subscribe to the purpose of this club. Memberships shall be unrestricted as to their place of residence.

1. Voting Membership:
 - a. Open to all persons 18 years of age and older. Voting Members shall be entitled to all rights and privileges of the Coulee Kennel Club, Inc. They shall be counted in all quorums, vote on all issues, and be entitled to hold any office after three months' membership as stated in ARTICLE IV. Section 4, of these bylaws.
2. Family Membership:
 - a. Two (2) Adult members residing in the same household and any children under the age of 18, each adult member is eligible to vote and hold office. Any children shall not be counted in quorums, entitled to vote, or hold office.
3. Junior Membership:
 - a. Open to all individuals ages 9 through 17. A birth date shall be required on the application. Junior members shall not be counted in quorums, entitled to vote or hold office.
4. Honorary Membership:
 - a. This membership is for past members who are no longer active in the club. An active club member may nominate any past or non-active member of the Coulee Kennel Club, Inc for honorary membership. A majority vote will elect this nomination into honorary membership. This membership is a lifetime membership and shall not be counted in quorums, entitled to vote, or hold office.

Section 2: Annual Dues

Annual Dues Shall Be:

- \$20.00 | Voting Membership
- \$30.00 | Family Membership
- No Fee | Junior Membership
- No Fee | Honorary Membership

All Dues are payable on or before the annual meeting in January. During October, the Secretary shall send each member an email notice of dues for the following year. Any member joining the club after July of any year will pay one-half of the appropriate annual membership dues. Members whose dues are not paid for the current year will not be eligible to vote.

Section 3: Election to Membership

1. Each applicant for membership shall apply on a form approved by the Board of Directors with the endorsement of two members. The prospective members shall submit with the application the appropriate dues 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 the receipt, at which the applicant is present
2. The applicant's name shall be published in the meeting minutes following the first reading. At the next club meeting, when the applicant is present, the application will be read for a second time, followed by a vote by all members present. Upon affirmative votes of three-fourths of the members present and voting at the meeting, the club will then elect the applicant.
3. Applicants who have been rejected by the club may not re-apply within six months after such rejections.
4. Persons whose membership has lapsed may be reinstated by submitting to the secretary a request for reinstatement, accompanied by current dues owed in the first six (6) months of membership lapse. Lapsed memberships after the six (6) month grace period will need to reapply to membership.

Section 4: Termination of Membership

Membership with the Coulee Kennel Club, Inc. may be terminated:

1. 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. Obligations, other than dues, are considered a debt to the club, and they must be paid to the club before resignation.
2. By lapsing. Membership will be considered as lapsed and automatically terminated if such members' dues remain unpaid within 60 days after the annual meeting. In no case may a person be entitled to vote at any club meeting whose dues are unpaid as of the date of the meeting. The board may grant an additional 60 days.
3. By expulsion. A membership may be terminated by expulsion as provided in ARTICLE IV of the Bylaws.

ARTICLE II: Meetings

Section 1: Regular Monthly Club Meetings

1. Meetings of the Coulee Kennel Club, Inc. shall be held in or near the city of La Crosse on the fourth (4th) Tuesday of each month at an hour and place designated by the president. There shall be no regular meeting in December. The quorum for each meeting

will be twenty-five percent (25%) of the total voting members. Notice of the said meeting shall be sent by the Secretary at least two (2) days from the date of the meeting.

2. At the meeting of the club, the order of business, so far as the character and nature of the meeting may permit shall be as follows:
 - a. Roll Call
 - b. Minutes of Last Meeting
 - c. Report of President
 - d. Report of Secretary
 - e. Report of Treasurer
 - f. Report of Committees
 - g. Election of Officers & Board (at annual meeting)
 - h. Election of New Members
 - i. Unfinished Business
 - j. Brags
 - k. Adjournment

Section 2: Special Club Meetings

Special club meetings may be called by the president or by a majority vote of the board members who are present and voting at any regular or special meeting of the board. These meetings shall be held in or near the city of La Crosse, and the secretary shall send notice of such meetings including the meeting's purpose within two (2) days from the date of the meeting. The quorum for each meeting will be 25 percent (25%) of the total number of members.

Section 3: Board Meetings

1. Meetings of the Board of Directors shall be held at least quarterly in or near the city of La Crosse at a time and place designated by the board. The secretary shall send notice of such meeting at least two (2) days before the meeting date to the entire membership. The quorum at such meetings shall be a majority of the board.
2. At the meetings of the board, the order of business, unless otherwise directed by a majority vote of those present, shall be as follows:
 - a. Reading of Minutes of Last Meeting
 - b. Report of President
 - c. Report of Secretary
 - d. Report of Treasurer
 - e. Reports of Committees
 - f. Unfinished Business
 - g. New Business
 - h. Adjournment

Section 4: Special Board Meetings

Special board meetings may be called by the president or by a majority vote of the board members who are present and voting at any regular or special meeting of the board. These meetings shall be held in or near the city of La Crosse, and the secretary shall send notice of such meetings including the meeting's purpose at least two (2) days before the meeting date. The quorum at such meetings shall be the majority of the board.

Section 5: Voting at Meetings

Each member in good standing whose dues are paid for the current year shall be entitled to 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.

Section 6: Parliamentary Authority

The rules contained in the current edition of "Roberts's Rules of Order, Newly Revised", shall govern the club in all cases to which they apply and in which they are not inconsistent with these Bylaws and any other special rules of order the club may adopt.

ARTICLE III: Directors, Officers, and AKC Delegate

Section 1: Board of Directors

The board of directors shall consist of seven (7) members and shall be comprised of the president, vice president, secretary, treasurer, and three (2) other persons all of whom shall be elected for one-year terms of the club's annual meeting as for writing as provided in ARTICLE IV. General management of the club's Affair shall be entrusted to the board of directors. Any decision made by the board of directors may be overruled or modified by a three-fourths majority vote of the membership at any regular meetings.

Section 2: Officers

The club's officers (president, vice-president, secretary, and treasurer) shall serve their respective capacities both regarding the club and its meetings and the board and its meetings.

Duties of each officer:

1. The PRESIDENT shall preside at all meetings of the club and the board and shall have duties and powers as authorized by the president and shall carry out such other duties as prescribed in these bylaws.
2. The VICE-PRESIDENT shall have the powers and exercise the duties of the president in case of the president's death, absence, or incapacity and shall be responsible for planning educational programs for members.

3. The SECRETARY shall keep a record of all meetings of the club and the board and of all matters of which a record shall be ordered by the club; have charge of 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 members of the club with their addresses, and carry out such other duties as prescribed in these bylaws.
4. The TREASURER shall collect and receive all monies due or belonging to the club. Monies 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 monies received and expended during the previous fiscal year.
5. The DELEGATE TO THE AKC shall represent the club at all AKC delegate meetings and all other such duties that are pertinent to that position. The person for this position shall be selected by the board of directors and approved by the membership. The AKC delegate position shall be for a term of three years.

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 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 the vacancy 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.

ARTICLE IV: Club Year, Annual Meeting, Elections, and Nominations

Section 1: The Club Year

The club's fiscal year shall begin on the first (1st) day of January and end on the thirty-first (31st) day of December of each year.

The club's official year shall begin immediately at the conclusion of elections at that annual meeting and 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 directors and officers for the ensuing year shall be elected by secret, written ballot from among those nominated in accordance with section four (4) of ARTICLE IV. They shall take office immediately upon conclusion of the meeting and each retiring officer shall turn over to the successor in office and all properties and records relating to that office within thirty (30) days after the election.

Section 3: Elections

The nominated candidate receiving the greatest number of votes for each office or other position on the board shall be declared elected.

Section 4: Nominations

No person may be a candidate in a Club election who has not been nominated. No person may be a candidate in a Club election who has not been a member for a period of three (3) months prior to nominations. During the month of September, the president shall select a nominating committee chair. The chair shall then appoint at least three (3) members, not more than one (1) of whom shall be a board member. The nominating chair shall call a committee meeting before the regular club meeting in October.

1. The committee shall discuss and nominate at least one candidate for each office and at least three (3) candidates for other positions on the board. The nominating chair shall obtain verbal acceptance of nominated candidates during the October meeting where they present their nominations. Upon verbal acceptance by candidates, the chair will provide a list of nominees to the secretary prior to the November meeting.
2. The candidates must notify the secretary of their acceptance in writing or by email.
3. Additional nominations may be made at the November Meeting by any member in attendance, provided the person so nominated does not decline when their name is proposed. If the proposed candidate is not in attendance at the meeting the proposed candidate shall present the secretary with a written statement signifying his/her willingness to be a candidate by letter or email. No person may be a candidate for more than one position.
4. Nominations cannot be made at the annual meeting except as provided in ARTICLE IV, Section 2, or in any manner other than as provided in Section 4.

ARTICLE V: Committees

Section 1: Standing Committees

The board may each year appoint standing committees to advance the work of the club in such matters as dog shows, performance trials, annual awards, membership, and other events that 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: Termination of Committee Appointments

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.

Section 3: Auditing Committee

The auditing committee shall examine the records of the treasurer no later than the first month following the fiscal year and report its findings to the club at the following meeting.

Section 4: Show Committee

The show committee shall consist of the show chair, all officers and board members, and any show subcommittee members. The fiscal year's show chair should be in attendance at all board meetings for the fiscal year in which they are the show chair.

Section 5: Education and Donation Committee

The education and donation committee shall be responsible for providing a fiscal report of donations at a minimum quarterly and a fiscal year report at the annual banquet each year.

Section 6: Junior Scholarship Committee

The junior scholarship committee shall be responsible for providing a fiscal report of donations at a minimum quarterly and a fiscal year report at the annual banquet each year.

ARTICLE VI: Discipline

Section 1: American Kennel Club Suspension

Any member who is suspended from privileges of the American Kennel Club automatically shall be suspended from the privileges of the Coulee Kennel Club, Inc. for a like period.

Section 2: Charges

An individual member may prefer charges against another individual member of 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 acts 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 that would be prejudicial in the best interest 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 (3) weeks nor more than six (6) weeks thereafter. The secretary shall promptly send one copy of the charges and the specifications 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 the hearing of all evidence and testimony presented by the complainant and defendant, the board may by a majority vote of those present reprimand 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 restart the defendant's right to appear before his/her fellow members at the ensuing club meeting which considers board recommendations. Immediately after the board has reached a decision, its findings shall be put in writing 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 following a meeting of the club, following a board hearing, and upon the board's recommendation as provided in Section 2 of this ARTICLE. Such proceedings may occur at a regular or special meeting of the club, to be held within sixty (60) days but not earlier than thirty (30) days after the date of the board's recommendation of expulsion. The defendant shall have privileges of appearing on his/her own behalf, no evidence shall be taken at this meeting. The president shall read the charges and the board's findings and recommendation, and shall invite the defendant, if present, to speak on his/her own behalf if he/she wishes. The members shall then vote by secret ballot on the proposed expulsion. A two-thirds majority vote of those present shall be necessary for expulsion. If expulsion is not so voted, the board's suspensions will stand.

ARTICLE VII: Amendments

Section 1: Proposed Amendemnts

Amendments to this constitution and bylaws may be proposed by the board of directors or by written petition addressed to the secretary and signed by a two-thirds majority 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: CKC Approval of Ammendments

This constitution and bylaws may be amended by a two-thirds vote of the members present and voting at any regular meeting or special meeting called for the purpose. However, the proposed amendments must be embodied in the call for such a meeting, and the secretary shall send such amendments to each member at least two weeks prior to the date of such meeting.

Section 3: AKC Approval of Amendments

No amendment to the constitution and bylaws that is 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: Dissolving of Club

The club may be dissolved at any time by 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 member 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.

THIS CONSTITUTION AND BYLAWYA FOR THE COULEE KENNEL CLUB, INC., ARE APPROVED ON THIS DAY ___ OF ___, 2022

**Coulee Kennel Club, Inc.
Constitution and Bylaws Revised 7/2022
Approved**