

BATTLE RIVER CANINE ASSOCIATION
Society By-laws

GENERAL

SECTION 1 NAME

1.1 The name of the society is: "Battle River Canine Association" herein after called The Society.

1.2 The area of operation: The Society shall operate but is not limited to the City of Camrose and can include all surrounding areas within East Central Alberta, which encompasses a rural population.

SECTION 2 OBJECTS

2.1 The objects of the Society are:

- i) To encourage and promote quality in the breeding of purebred dogs and to do all possible to bring their natural qualities to perfection.
- ii) To encourage interest and education in all aspects unique to all breeds recognized by the CKC.
- iii) To urge members and breeders to accept the standards of all breeds as approved by the Canadian Kennel Club as the premier standard of excellence; to do all in its power to protect and advance the interest of all breeds and to encourage sportsmanlike competition at Conformation Shows, Obedience Trials, Agility Trials, Field Trials, and any other event sanctioned by the CKC.
- iv) To conduct sanctioned and approved events under the rules of the Canadian Kennel Club and to abide by the principles of the CKC.
- v) The Society shall be operated on a non-profit basis. Any resulting surplus shall not be used to the benefit of any member of the Society.
- vi) The members of the Society shall adopt and may from time to time revise such by-laws as may be required to carry out these objects.
- vii) The Society may affiliate itself to the CKC or any other organization devoted to the objects of the Society

Article 1 – Membership

SECTION 1 MEMBERSHIP YEAR:

The membership year shall be the calendar year.

SECTION 2 ELIGIBILITY

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Persons eighteen years of age or older are eligible for active membership. Ownership of a purebred dog is not necessary for membership in the Society, but Members must subscribe to the objects of the Society.

SECTION 3 APPLICATION FOR MEMBERSHIP

3.1 Application for 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 this constitution and by-laws and the rules of the Canadian Kennel Club. The applications shall state the name and address of the applicant. Accompanying the application, the prospective members shall submit dues payment for the current year. Note: Any individual rejected for membership by the Society must be provided with a written explanation.

3.2 Approval of Membership. Applicants will be accepted by the majority vote of the general membership. A Member in Good Standing must sponsor new members.

SECTION 4 CLASSES OF MEMBERSHIP

4.1 There shall be three types of memberships: Active, Associate, and Life Members.

a) Active members

- i) shall have full voting rights (one vote for single members, two votes for family membership) at regular meetings and Annual meeting,
- ii) may hold office in the Society,
- iii) shall attend at least six meetings or work activities per year unless absent for valid reasons as determined by the Board of Directors of the Society,
- iv) may receive newsletters, breeders list and referral list, and
- v) shall pay full dues as per appropriate membership (family or single).

b) Associate members

- i) shall pay dues
- ii) do not have voting rights,
- iii) are not bound by obligations of active membership, and
- iv) may receive newsletters, breeders list and referral list only.

c) Life membership

- i) shall be accorded to an individual by majority vote of the Society at an Annual meeting upon fifteen years of good standing as an Active member of the Society,
- ii) Shall have all rights and privileges of an Active member of the Society, and
- iii) Shall not be bound by the obligations nor pay the dues of Active membership.

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- d) Active Junior members
 - i) shall have no voting rights,
 - ii) may not hold office in the Society,
 - iii) shall be under 18 years of age,
 - iv) shall pay dues,
 - v) shall have all rights and privileges of an Active member of the Society,
 - vi) shall attend at least six meetings or work activities per year unless absent for valid reasons as determined by the Board of Directors of the Society.

SECTION 5 TERMINATION OF MEMBERSHIP

A member may terminate membership as follows:

- a) Resignation
 - i) A member in good standing may resign from the Society upon written notice to the Secretary.

- b) Lapsing
 - i) A membership will be considered lapsed and automatically terminated if a member's dues remain unpaid thirty days after the beginning of the Society's fiscal year.
 - ii) A membership will be reinstated with no penalty upon payment if paid within sixty days after the beginning of the Club's fiscal year.

- c) Expulsion A membership may be terminated by expulsion as determined by the membership of the Society for the following reasons:
 - i) Evidence of behavior in direct conflict to the bylaws of the Society.
 - ii) Any member expelled, terminated, suspended, debarred, or deprived of membership rights by the Canadian Kennel Club would be similarly expelled, terminated, suspended, debarred, or deprived of membership rights by the Battle River Canine Association for a like period of time.
 - iii) Conviction of cruelty to animals.
 - iv) Any member who bred an animal that is not free of obvious physical defects at the time, affecting the general health and well-being of the animal.

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ARTICLE 2 – BOARD OF DIRECTORS

SECTION 1 THE BOARD OF DIRECTORS

The Board of Directors shall consist of the Officers of the Society and the Chairpersons of each Committee.

SECTION 2 OFFICERS OF THE SOCIETY

The President shall preside at meetings and shall have the duties and powers specified by the By-Laws. The President shall be an ex officio member of all committees.

The Vice-President shall have all the powers and exercise the duties of the President, when the President is absent.

The Secretary shall prepare and keep records off all meetings and correspondence of the Society and of all other documents as directed by the Society. The Secretary shall notify members of meetings, maintain a membership list, and record member's attendance at all meetings.

The Treasurer shall collect and receive all moneys due or to become due belonging to the Society and Receipts. At every regular meeting, the Treasurer shall report in writing all financial transactions since the past meeting and balances of all cash accounts to the Society. At the annual meeting the Treasurer shall submit and audited account of the books from the previous year.

Committee Chairpersons shall be appointed at the Annual Meeting by a motion of the members of the Society. The duties and objects of each Committee shall be determined at the Annual meeting. The action of any Committee is subject to the approval of the Board of Directors.

SECTION 3 NOMINATIONS

3.1 Nominating Committee. The Nomination Committee shall be chosen at the November meeting by the Board and shall consist of three members in good standing.

3.2 The Committee shall nominate from among eligible members of the Society one candidate for each office and procure the acceptance of each nominee so chosen.

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- i) All candidates in a Society election must be nominated at the December meeting.
- ii) Each Active member shall be entitled to nominate one candidate for each office. Additional nominations of eligible members may be made in written petition to the Secretary on or before the Annual Meeting.
- iii) Each nominee has the right to decline the nomination by notifying the Secretary.
- iv) No member may run for more than one elected office at a time.
- v) Nominees must be at least 18 years old.
- vi) Nominees must be a CKC member in good standing throughout their term.

SECTION 4 ELECTIONS

- i) The elections of Officers shall take place at each alternate annual meeting.
- ii) Absentee ballots will be not allowed. Voting by proxy shall not be permitted.
- iii) Each elected Officer shall hold the position for two years.
- iv) All officers are limited to five consecutive terms in any single office.
- v) The nominated candidate receiving the greatest number of votes shall be declared elected.
- vi) In no case may a person whose dues are unpaid as of the date of the Annual meeting be entitled to vote at any meeting.
- vii) When only one candidate stands for a position, that candidate is declared elected by acclamation.
- viii) All voting shall be by written secret ballot.

SECTION 5 REMOVAL FROM OFFICE

Any Officer who fails to attend or report to two-thirds of Society meetings, or who for any reason proves unsatisfactory in his/her position, may be removed from the office by a majority vote of members present at a Regular Society meeting. The proposed removal must be moved at the previous meeting.

SECTION 6 VACANCY

Any vacancy occurring on the Board of Directors shall be filled for the balance of the term of office by appointment of the President. The appointment must be endorsed by majority of Society members at the first Regular meeting of the Society following the appointment.

SECTION 7 COMMITTEES

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- 7.1 Standing Committees. The Society may each year appoint standing committees to advance the work of the Society in such matters as Conformation Shows, Obedience Trials, Agility Trials, Field 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. Ad hoc committees may from time to time be appointed by the Society to aid the Board with specific projects.
- 7.2 Termination of Committees and Appointments. Any committee or committee appointment may be terminated by a majority vote of the Society upon written notice being sent to the appointee, and the Society may appoint a successor to the person whose services have been terminated.

ARTICLE 3 – MEETINGS

SECTION 1 **REGULAR MEETINGS**

- i) The Society shall hold Regular meetings once a month, except for the months of February, July, and August at a time and place to be specified in the Standing resolutions.
- i) Five (5) members in good standing shall constitute a quorum at the Regular meeting.

SECTION 2 **BOARD MEETINGS**

Board meetings may be held at the call of the President to discuss issues that arise between regular meetings. Decisions made by the Board of Directors must be ratified at the next regular meeting. Four (4) Board Members shall constitute a quorum at the Board meeting

SECTION 3 **ANNUAL MEETING**

- i) The Society shall hold an Annual meeting in February.
- ii) Five (5) members in good standing shall constitute a quorum at the Annual meeting.
- iii) Members shall be notified of the Annual meeting by mail, email, or telephone at least 21 days prior to the meeting.
- iv) The Election of Officers shall be held at the Annual meeting.
- v) Committee Chairpersons shall be appointed at the Annual meeting.

SECTION 4 **SPECIAL MEETINGS**

- I) Special meetings shall be called by the President at the request of at least 10 percent of the Active members.

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- II) Members shall be notified by telephone, mail, or email at least 7 days before the Special Meeting.
- III) The quorum at a Special Meeting shall be the same as the quorum at a regular meeting.

SECTION 5 CONDUCT OF MEETINGS

All meetings of the Society and its Committees and all other matters of protocol and procedures not otherwise herein specified, shall be governed by the Common Law of Procedure as laid out in Robert's Rules of Order, current editions.

Order of Business of Regular meetings:

- 1. Attendance List
- 2. Minutes of the last meeting
- 3. Report of the Secretary
- 4. Report of the Treasurer
- 5. Report of the Committee Chairpersons
- 6. Correspondence
- 7. Unfinished Business
- 8. New Business
- 9. Adjournment

Each Active member in good standing shall be entitled to vote at any Society meeting. Family memberships are entitled to two votes. If a member is unable to attend the meeting, the member may deliver, or have delivered, in a sealed Envelope, containing a ballot on any matter to be voted upon at any Society meeting, to the Secretary and the member's vote shall be counted as if the member were present. Any such absentee ballot must clearly set forth the question being voted upon.

SECTION 6 DISCIPLINE

- 6.1** Canadian Kennel Club Suspension. Any member who is suspended, debarred, expelled, or deprived of privileges from the privileges of the Canadian Kennel Club automatically shall be suspended, debarred, expelled, or deprived of the privileges of this Society for a like period.
- 6.2** Complaints. Any member may lay a complaint against a member for alleged misconduct prejudicial to the best interests of the Society. Written complaints containing details of the alleged misconduct of must be filed in duplicate to the Secretary together with a deposit of (\$ 50.00). The Board,

is authorized, at its sole discretion, to direct that the deposit be returned to the complainant. In the event that the Board dismisses the complaint as

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- 6.3** frivolous and vexatious, the Board is authorized, at its sole discretion, to retain the deposit to cover the costs of the investigation and hearing.
- 6.4** The Secretary upon receiving such a complaint, within 30 days shall forward a copy of the complaint, along with a notice of hearing to the defendant, the complainant, and each member of the Board.
- 6.5** The hearing date shall be set no later than 60 days from the receipt of the complaint. A minimum of four (4) members of the Board must be present. Should a complaint be registered against the Secretary, the President shall then act in accordance with these by-laws. The Secretary shall then notify in writing, each of the parties of the decision within 30 days.
- 6.6** Expulsion.
- a) The expulsion of a member of the Society shall be accomplished at the first Regular meeting following a proper Hearing and upon the recommendation of the Board as stated in Article 1, Section 4 of these By-Laws. The President shall read the complaint and report the findings and recommendations of the Board and shall invite the defendant to speak on his or her own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present shall be necessary for expulsion. Voting by proxy is not permitted.

ARTICLE 4 – FINANCIAL

SECTION 1 FINANCIAL YEAR

The financial year of the Society shall be the calendar year

SECTION 2 DUES

Individual membership dues shall be specified by Standing Resolutions.

SECTION 3 REMUNERATION

No officer or Committee member or other active member of the Society shall receive any form of remuneration for service.

SECTION 4 BANKING

The funds of the Society shall be placed in any Canadian Chartered Bank. The bank can be changed by the Treasurer after approval at any Regular meeting. . The Society will have a separate and independent bank account in the name of the Society.

SECTION 5 DISSOLUTION OF THE SOCIETY

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The Society may be dissolved any time by providing to the Canadian Kennel Club written documentation signed by at least two thirds (2/3) of the members of that Society who are in favour of this decision; proxies are not permitted. In the event of the dissolution of the Society, other than for the purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of neither the Society, nor any proceeds thereof, nor any assets of the Society shall be distributed to any members of the Society. After the payment of the debts of the Society, its property and assets shall be given to a charitable organization for the benefit of dogs as selected by the Board.

SECTION 6 SIGNING OFFICERS

The President, Vice-president, and the Treasurer shall have signing authority for the Society. Any financial document of the Society shall be signed by either the President or Vice-president and the Treasurer.

SECTION 7 BOOKS

All records of the Society shall be kept in a convenient place and shall be open for inspection by appointment by any Active member.

SECTION 8 BORROWING POWERS

The Society shall not have any borrowing powers.

SECTION 9 YEARLY REVIEW OF THE BOOKS

Two Active Members in good standing shall review the books of the Society before the annual meeting. These Active Members shall be appointed at the previous annual meeting and shall sign the reviewed statements.

ARTICLE 5 – POLICY AND BYLAW REVISIONS

SECTION 1 SPECIAL RESOLUTIONS

Any proposal to alter these Bylaws shall be by Special Resolution and shall be presented for debate in at least two Regular meetings of the Society. Active members shall receive 21 days notice of a Special Resolution. Two thirds of all Active members present at Regular meeting shall be sufficient to approve the Special Resolution. Changes do not come into effect until the Special Resolution is registered at Corporate Registry. The Secretary shall submit, under date and signature, the Special Resolution to Corporate Registry for registration.

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SECTION 2 STANDING RESOLUTIONS

All policy matters of the Society, which do not require changes to the Bylaws, shall be recorded by Standing Resolution attached to the Bylaws. The Secretary shall keep a record, and at the Annual meeting provide copies of Standing Resolutions to Society members.

Approved at the meeting dated _____, 2003

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Witness: _____ Address: _____
Signature: _____

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STANDING RESOLUTIONS

ANNUAL DUES

As of June 1996 the annual dues of the Society shall be:

- Active Family - \$25.00
- Active Single - \$15.00
- Associate - \$10.00

MEETINGS

Shall be held the first Tuesday of every month at the Camrose Regional Exhibition commencing at 7:30 p.m.

INVENTORY OF SOCIETY EQUIPMENT

A member of the Incoming and Outgoing Executive shall conduct a physical inventory of Equipment and supplies at the beginning of each fiscal year. Records of this inventory will be kept by the Society Secretary and passed on to the next year Executive.

OUTGOING EXECUTIVE

All outgoing Executive members shall spend time to familiarize newly elected Executive members of their duties.

NEW MEMBERS

All new members will receive a copy of the Constitution and Bylaws complete with Standing Resolutions and Extraordinary Resolution upon acceptance of membership.

MEMBERS IN GOOD STANDING

Shall be defined as one who fulfills the obligations of their membership type as defined in the constitution.

ACTIVE & LIFE MEMBERS IN GOOD STANDING

Active members in good standing who have been members in good standing for at least one full year immediately preceding shall receive the following Society benefits:

- i) Discount on food & supplies at applicable wholesale rate.
- ii) Obedience Classes at 50% off the current rate.
- iii) Free mat time.

Application to Form a Society

We, the undersigned, declare that we desire to form a society under the Societies Act, and that:

1. The name of this society is: "Battle River Canine Association" herein after called the Society.
2. The objects of the Society are:
 - i) To work in cooperation with the Canadian Kennel Club (CKC).
 - ii) To encourage interest and education in all aspects unique to all breeds recognized by the CKC.
 - iii) To accept without reservation the Standards of the Breeds as approved by the CKC.
 - iv) To encourage Sportsmanlike competition at Dog Shows, Obedience Trials, Field Trials, and any other event sanctioned by the CKC.
 - v) To conduct Sanctioned and Licensed All Breed and Specialty Shows, Obedience trials, Tracking Tests, Working Certificate Tests, or any other event that may be sanctioned under the rules of the CKC,
 - vi) To provide educational opportunities for society members and the general public.
3. The Society shall operate but is not limited to the City of Camrose and all surrounding areas
4. The Society may affiliate itself with the CKC or any other organization devoted to the objects of the society.

Dated: _____, 1997

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Signature: _____ Address: _____
Print Name: _____

Witness: _____ Address: _____
Signature: _____