

Revised November 2014 with amendments approved in 2014

**THE GREATER PITTSBURGH GOLDEN RETRIEVER CLUB
BYLAWS**

**ARTICLE I
NAME AND OBJECTS**

**SECTION 1
Identification**

The name of the Club shall be the GREATER PITTSBURGH GOLDEN RETRIEVER CLUB hereinafter referred to as the Club.

**SECTION 2
Objects**

The objects of the Club shall be:

- A.** To recognize that the Golden Retriever is a gun dog and to encourage the members to perfect, by selective breeding, Golden Retrievers that possess the appearance, soundness, temperament, natural ability and personality that is reflected in the standard of the breed, and to do all possible to advance and promote the perfection of these qualities;
- B.** To urge members and breeders to accept the standards of the breed as approved by the American Kennel Club as the only standard of excellence by which Golden Retrievers shall be judged;
- C.** To do all in its power to protect and advance the interests of the breed by advocating responsible ownership and breeding of Golden Retrievers and encouraging sportsmanlike competition at all events;
- D.** To encourage and conduct matches, dog shows, obedience trials, hunt tests, and any other event for which the Club is eligible under the Rules and Regulations of The American Kennel Club or the Golden Retriever Club of America.

**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 inure to the benefit of any member or individual.

**SECTION 4
Revisions**

The members of the Club shall adopt and may from time to time revise such bylaws as may be required to carry out these objects.

ARTICLE II MEMBERSHIPS

SECTION 1 Eligibility

There shall be four types of memberships open to all persons who are in good standing with the American Kennel Club and who subscribe to the objects of the Club. A member shall be deemed to be in good standing when (a) all dues and other obligations to the Club by such member are current and (b) such member's membership has not lapsed or terminated in any manner, and (c) such member has not been suspended or expelled per the provisions of these bylaws.

SECTION 2 Types of Membership

- A. Regular Membership:** Open to persons 18 years of age and older. Regular
A. members have all the privileges of the Club including voting and holding office. Club breeders who wish to benefit from the Puppy Referral Service to advertise and place their puppies must be a Regular member.

- B. Junior Membership:** Open to persons up to 18 years of age. Junior members cannot vote or hold office. They may apply for regular or associate membership upon reaching their 18th birthday. Junior members are not computed in determining a quorum.

- C. Associate Membership:** Open to persons 18 years of age and older. Associate members are entitled to all Club privileges except voting, holding office and eligibility for Club awards. Associates members are not computed in determining a quorum.

- D. Honorary Membership:** Any individual who has rendered exceptional service to the Club or to the breed may be proposed by a member of the Board of Directors, hereinafter referred to as the Board, for election to an Honorary membership. Election shall be by an affirmative 2/3 vote of the entire Board. Such member shall be exempt from payment of dues and shall have all rights, privileges and duties of membership except the rights to vote or hold office. The recipient shall be given an appropriate notification of the honor. Any honorary member shall have the option of holding active membership with all rights, privileges and duties thereof, by payment of the annual dues. An Honorary member who elects not to pay dues is not computed in determining a quorum.

SECTION 3

Membership Dues

A. Membership dues shall be set yearly at the discretion of the Board, at a rate not to exceed twenty percent (20%) above the previous year's dues. Dues are payable on or before the first day of March of each year. No member may vote whose dues are not paid for the current year. During the month of January, the Membership Chairperson shall notify all members of their dues for the ensuing year.

B. New applicants joining on or after November 1st shall be entitled to membership for one-half the yearly dues.

SECTION 4

Election to Membership

A. Each applicant for Regular membership must have attended two Club functions, one of which is a Club meeting. Each applicant for Associate membership or Junior membership must have attended one Club function or one Club meeting. Applicants for all types of membership shall apply on a form as approved by the Board and which shall provide that the applicant agrees to abide by these bylaws and the bylaws and rules of The American Kennel Club. The application shall state the name, address and occupation of the applicant and it shall carry the endorsement of two members in good standing. Accompanying the completed application, the prospective member shall submit dues payment for the current year.

All applications are to be filed with the Secretary or Membership Chairperson and each application is to be read at the first meeting of the Club following its receipt. The name of the applicant will then be published in the Club newsletter. At the subsequent general meeting the applicant will be voted upon. An affirmative vote of $\frac{3}{4}$ of the members present at the meeting shall be required to elect the applicant.

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

SECTION 5

Termination of Membership

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. Dues obligations are considered a debt to the Club and they become incurred on the first day of March.

B. By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid upon the first day of the fiscal year; however, the Board may grant an additional thirty days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose

dues are unpaid as of the date of that meeting.

- C. **By expulsion.** A membership may be terminated by expulsion as provided in Article VII of these bylaws.

ARTICLE III MEETINGS AND VOTING

SECTION 1 Club Meetings

Meetings of the Club shall be held at least eight times per year on the third Thursday of the month, in the Greater Pittsburgh Area at such hour and place as may be designated by the Board.

Written notice of each meeting shall be mailed by the Secretary at least ten days prior to the date of the meeting. The quorum for such meetings shall be twenty percent of the members in good standing, but not less than ten.

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 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. Written notice of such a meeting shall be mailed by the Secretary at least five days and not more than fifteen days prior to the date of the meeting, and such notice shall state the purpose of the meeting, and no other Club business may be transacted thereat. The quorum for such a meeting shall be twenty percent of the members in good standing, but not less than ten.

SECTION 3 Board Meetings

Meetings of the Board shall be held in the Greater Pittsburgh Area at least eight times per year during the same month as and prior to the general meeting, at such time and place as may be designated by the Board. Written notice of each 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.

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 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 a meeting. Written notice shall be mailed by the Secretary at least five days and not more than ten 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

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 meeting or election.

ARTICLE IV DIRECTORS AND OFFICERS

SECTION 1

Board of Directors

The Board shall be comprised of seven members including the President, Vice President, Secretary, Treasurer and three Directors, all of whom shall be members in good standing and all of whom shall be elected for one-year terms at the Club's annual meeting as provided in Article V and shall serve until the Successors are elected. General management of the Club's affairs shall be entrusted to the Board.

In addition to the Board Members, to provide continuity, an outgoing President may serve as a non-voting member of the Board for a period of one year. The past president will agree to remain available to the newly elected president and board to provide background and guidance if requested.

Any Board member with two consecutive unexcused absences at Board meetings will be asked to resign his position.

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 and its meetings.

- 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. He shall have charge of the correspondence, notify members of meetings, notify officers and directors of their election to office, keep a roll of the members of the Club with their addresses, as maintained by the Membership Chairperson, and 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. He shall deposit the same in a bank designated by the Board, in the name of the Club. At the Treasurer's discretion, he will advise the Board of any funds available for investment and not required for normal Club operating expenses. The Treasurer's books shall at all times be open to inspection by the Board and he shall report to them at every meeting the condition of the Club's finances and every item of receipt or payment not before reported. At the annual meeting he shall render an account of all moneys received and expended during the previous fiscal year. He shall be bonded at the Club's expense.

SECTION 3

Vacancies

Any vacancies occurring on the Board or among the officers during the year shall be filled until the next annual election by majority vote of the remaining members of the Board at its first meeting following the creation of such a 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 V

THE CLUB YEAR, ANNUAL MEETINGS, NOMINATIONS AND ELECTIONS

SECTION 1

Club Year

The Club's fiscal year shall begin on the first day of May and end on the 30th day of April. The Club's official year shall begin immediately at the conclusion of the annual meeting and shall continue through the next annual meeting.

SECTION 2

Annual Meeting

The Annual Meeting shall be held on the third Thursday of May, at which time Officers and Directors for the ensuing year shall be elected by secret, written ballot from among those nominated in accordance with Section 3 of this Article. They shall take office immediately upon the conclusion of the annual meeting.

Each retiring officer shall turn over to his successor in office all properties and records relating to the office by the first day of June.

SECTION 3

Nominations

- A.** At the January Board meeting, the Board shall select a Nominating Committee consisting of five members, not more than two of whom may be members of the Board. The Secretary shall immediately notify the committeemen of their selection. The Board shall name a Chairman for the committee and it shall be his duty to call a committee meeting, which shall be held on or before March 1.
- B.** No person may be a candidate in a Club election who has not been a member, in good standing, for at least two consecutive years. No person other than the outgoing President may serve in any capacity on the Board for more than four consecutive years.
- C.** A majority of the Nominating Committee shall nominate one candidate for each Office and for each of the Director's positions. After securing the consent of each nominee, the Committee shall report in writing the nominations to the Secretary prior to the third Thursday in March.
- D.** Upon receipt of the Nominating Committee's report, the Secretary shall notify the membership of the candidates so nominated, as part of the notice of the April meeting.
- E.** Additional nominations may be made at the April meeting by any member in attendance provided that the person so nominated does not decline when his name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his proposer shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. No person may be a candidate for more than one position.
- F.** Nominations cannot be made at the annual meeting or in any manner other than as provided in this Section.

SECTION 4

Elections

- A.** 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.

ARTICLE VI

COMMITTEES

SECTION 1

Appointment and Dissolution of Committees

The Board, by majority vote, may appoint standing or special committees and committee

chairmen to advance the work of the Club in such matters as specialty shows, and field, obedience, agility and tracking trials, trophies, annual awards, membership and other projects which may well be served by committees. Such committees shall always be subject to the final authority of the Board.

By majority vote, the Board may dissolve any standing or special committee.

SECTION 2

Termination of Committee Appointees

Any committee appointee 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 Club Suspension

Any member who is suspended from any privileges of the American Kennel Club automatically shall be 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 in duplicate with the Secretary together with a deposit of \$10 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. The Board shall first consider, by a majority vote, whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club or the breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club or the breed, 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 a copy of the complainant's exact charges to the accused member by certified mail together with a notice stating the date, time and place of the hearing and an assurance that the accused may personally appear in his own defense and both may bring witnesses if they wish.

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 complainant and defendant, the Board may by a majority vote of its members, 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 is 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 disciplinary decision. Immediately after the Board has reached a decision, its findings 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 recommendations as provided in Section 3 of this 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 findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf if he wishes. A two-thirds vote, by secret written ballot, of the members present at the meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension from the Club for not more than 6 months shall stand.

ARTICLE VIII

AMENDMENTS

SECTION 1

Proposed

Amendments to the bylaws may be proposed by the Board or by written petition addressed to the Secretary signed by twenty percent of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board 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

Ratification

The bylaws may be amended by a two-thirds vote of the members present 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 IX DISSOLUTION

SECTION 1 Dissolution

The Club may be dissolved at any time by written consent of not less than two-thirds 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 the debts of the Club, its property and assets shall be given to a charitable organization selected by the Board.

ARTICLE X NON-DISCRIMINATION

SECTION 1 Non-Discrimination Clause

The Greater Pittsburgh Golden Retriever Club is an equal opportunity organization and will not discriminate on the basis of race, color, national origin, gender, sexual orientation, age or disability, in its activities and programs.

ARTICLE XI ORDER AND CONDUCT OF BUSINESS

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:

SECTION 1 General Meetings

- Roll Call
- Minutes of last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of Committees
- Election of Officers and Directors (at Annual Meeting)
- Election of New Members
- Introduction of New Members and Guests
- Unfinished Business
- New Business

Adjournment

SECTION 2
Board Meetings

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

Reading of minutes of last meeting
Report of the Secretary
Report of the Treasurer,
Reports of Committees
Unfinished Business
New Business
Adjournment

SECTION 3
Parliamentary Authority

The rules contained in *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.

SECTION 4
Financial Records and Audits

In order to provide for accurate financial records, the Board of Directors shall conduct a financial audit twice a year. These audits shall be conducted no later than May 30th and November 30th of each year. These results of these audits will be made available to the general membership no later than April 30th and December 30th of each year. The club audits shall be conducted by regular members of GPGRC who are not officers or members of the board. The auditors(s) shall be appointed by the Board.