



Constitution Of Greater Lincoln Obedience Club, Inc.

Article 1. Name and Objectives

Section 1. The Name of the Club Shall Be “Greater Lincoln Obedience Club, Inc.”

Section 2. The Objectives of this Club shall be:

- (a) to disseminate knowledge regarding dog training and to promote training of all dogs;
- (b) to hold and support performance events under the rules and regulations of the American Kennel Club and other dog organizations;
- (c) to conduct classes for the training of dogs and their handlers and to provide an opportunity for members to practice with their dogs in preparation for entry of such dogs in performance events;
- (d) to promote cooperation and good sportsmanship among its members in the training and exhibition of dogs.

Section 3. The Club shall not be conducted or operated for profit and no part of or 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 by-laws as may be required to carry out these objectives



By Laws Of Greater Lincoln Obedience Club, Inc.

Note: All references to “written notice” in this document shall be construed to include electronic means as well as hard copy.

Article I. Membership

Section 1. Eligibility: There shall be two types of Membership open to all persons nineteen years of age and older who are in good standing with the American Kennel Club and the United Kennel Club and who subscribe to the purposes of the Club, defined as individual (persons nineteen years of age or older) and household (spouse or significant other). While membership is to be unrestricted as to residence, the Club’s primary purpose is to promote obedience training and humane care of all dogs in its immediate area. A member in good standing with Greater Lincoln Obedience Club, Inc. shall mean one who pays annual dues and promotes and adheres to the purposes, objectives, policies and rules of the Club.

Section 2. Dues: Membership dues shall be determined by the Board of Directors during the month of October each year, payable on or before the date of the annual January meeting. The November Barker each year will carry an announcement that dues are now payable. No member whose dues are not paid for the current year may vote, hold office, or sit in on any board meeting.

Section 3. Election to 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 these by laws. This application shall state the name and contact information of the applicant and shall carry the sponsorship of one member in good standing. Accompanying the application, the prospective member shall submit dues payment for the current year. The applicant shall then be considered a probationary member. Probationary members have access to full member benefits. If cause is found within 30 days to deny continuation of membership all benefits cease. Names of probationary members and their sponsors will be published in the first available Barker publication. Any reservations to probationary members shall be submitted to the Board of Directors in accordance to Article 6, Section 2 of these by laws within the 30 days.

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

(a) By Resignation: Any member in good standing may resign from the Club by a written notice to the Corresponding Secretary, but no member may resign in good standing when in debt to the Club. Dues, contractual obligations, and any amount pledged to the Club shall be considered a debt to the Club. All debts for the previous year must be paid by the annual January meeting.

(b) By Lapsing: A membership will be considered as lapsed and automatically terminated if such member’s dues remain unpaid at the January meeting. The Board of Directors may grant an additional 90 days of grace to such delinquent members in meritorious cases. In no case may a person whose dues are unpaid be entitled to vote at any Club meeting. Contractual obligations and any amount pledged to the Club shall be considered a debt to the Club and be due and payable at the time of termination.

(c) By Expulsion: A membership may be terminated by expulsion as provided in Article VI of the Constitution and By Laws. Dues, contractual obligations and any amount

pledged to the Club shall be considered a debt to the Club and be due and payable at the time of termination.

Section 5. Special Membership: The Club membership may from time to time elect to lifetime membership those members who have been members in good standing for twenty (20) years; or been consistently outstanding in training, Club participation, and service. Those people will be exempt from payment of dues, but retain full Club membership.

Article II. Club Meetings and Voting

Section 1. Club Meetings: Meeting of the Club shall be held monthly, on the first Thursday of each month, with the exception of holidays or other extenuating circumstances. There shall be an annual meeting in January. Written notice of each such meeting shall be published in the monthly newsletter at least ten (10) days prior to the date of the meeting. The quorum for such meetings shall be twenty percent (20%) of the members in good standing.

Section 2. Special Club Meetings: Special Club meeting may be called by the President, or by a majority vote of the Board members present and voting at any regular or special meeting of the Board, or by the Recording Secretary upon receipt of a petition signed by five members of the Club who are in good standing. Such special meetings shall be held at such hour and place as may be designated by the person or persons authorized herein to call such a meeting. Written notice of such meeting shall be made by the Corresponding Secretary or a person appointed by the Corresponding Secretary at least five (5) days and not more than fifteen (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. The **quorum** for such meeting shall be twenty percent (20%) of the members in good standing.

Section 3. Board Meetings: Meetings of the Board of Directors shall be held monthly at such hour and place as may be designated by the President of the Board. Written notice of each such meeting shall be published in the Barker at least five (5) days prior to the date of the meeting. The quorum for such meeting shall be a majority of the Board.

Section 4. Special Board Meetings: Special meetings of the Board may be called by the President, or by the Recording Secretary upon receipt of a written request by at least three (3) members of the Board. Such special meeting shall be held at such hour and place as may be designated by the person authorized herein to call such meeting. Written notice shall be sent by the Corresponding Secretary at least five (5) days and not more than ten (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. A quorum for such a meeting shall be a majority of the Board.

Section 5. Voting: Each individual 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. In the event of a household membership, each member of the family who is over the age of 19 shall be entitled to one vote. Proxy voting WILL NOT be permitted at any Club meeting or election.

Article III, Section 1. Board of Directors

The Board shall be comprised of the Officers of the Club which consist of the President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Training Director, Dog-Sports Director, and three (3) at large members. The Board shall serve two (2) year terms staggered such that President, Vice President, Corresponding Secretary, and two (2) at large member shall be elected in odd numbered years and Recording Secretary, Treasurer, Training

Director, Dog-Sports Director, and one (1) at large members is elected in even numbered years. The immediate past President shall serve as a non-voting member of the Board for one consecutive year following his/her replacement. General management of the Club's affairs shall be entrusted to the Board of Directors. The Board must take into careful consideration the necessity for a written contract, stating financial and working terms, when dealing with any person, corporation, partnership or organization.

Article III, Section 2. Officers

The Club's officers, consisting of the President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Training Director, and Dog-Sports Director shall serve in their respective capacities both with regard to the Club and its meetings and the Board and its meetings. Officers may succeed themselves. They shall serve until their successors are elected.

a) President: The President shall preside at all meetings of the Club and the Board, and shall have the duties and powers normally appurtenant to the office of President, in addition to those particularly specified in this Constitution and By Laws; including, in the absence of the Treasurer, the disbursement of funds by check.

b) Vice President: The Vice President shall have the powers and exercise the duties of the President in case of the President's death, absence or incapacity.

c) Recording Secretary: The Recording Secretary shall keep record of all meetings of the Club and of the Board and of all meetings of which a record shall be ordered by the Club.

d) Corresponding Secretary: The Corresponding Secretary shall have charge of correspondence, notify officers and directors of their election, notify members of special meetings, keep a list of the members of the Club with their addresses and carry out such other duties as prescribed in this Constitution and By Laws.

e) Treasurer: The Treasurer shall collect and receive all monies due or belonging to the Club and receipt therefore. The Treasurer shall deposit the same in a bank satisfactory to the Board, in the name of the Club. The books shall at all times be open to inspection of the Board and the Treasurer report to them at every meeting the condition of the Club's finances and total receipts and payments not before reported. The Treasurer shall keep safe tax documents, building lease, insurance policies, and all other important documents for the Club. At the annual meeting the Treasurer shall render an account of all monies received and expended during the previous year.

f) Training Director: The Training Director shall oversee all Obedience and Specialty Class (ex: Tracking, Tricks, etc.) curriculum, instructors, class/teaching schedules, associated equipment, and correspond with the class registration director and Dog-Sports Director to develop posted class schedules. The Training Director shall manage the Obedience and Rally trial equipment and work with assigned trial chair(s) to ensure it is in good working order prior to trials.

g) Dog-Sports Director: The Dog-Sports Director shall oversee all Agility and Flyball Class curriculum, instructors, class/teaching schedules, associated equipment, and correspond with the class registration director and Training Director for submittal of class information in posted class schedules. The Dog-Sports Director shall manage the agility/flyball trial/tournament equipment and work with assigned trial chair(s) to ensure it is in good working order prior to trials/tournaments.

h) The President, Vice President, and Treasurer shall all have the power to disperse funds by check or debit card. Two (2) signatures shall be required on all checks. The Treasurer shall be bonded or insured.

Section 3. Vacancies: Any vacancies occurring on the Board during the year shall be filled for the unexpired term of office by a majority vote of all the then members of the Board at its first regular meeting following the creation of such vacancy.

Article IV. The Club Year, Annual Meetings, and Elections

Section 1. The Club Year: The Club's fiscal year shall begin on the first day of January and end on the thirty-first day of December. 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.

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 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 thirty (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 open position on the Board who receive the greatest number of votes shall be declared elected. In the event of a tie for an office or Board position, a run-off vote shall be held to determine the elected candidate.

Section 4. Nominations: No person may be a candidate in the Club election who has not been nominated. Any person nominated for a position must have been a member of the Club for at least one (1) year. During the month of October, the Board shall select a nominating committee consisting of three (3) members and two (2) alternates. The chair of the nominating committee shall immediately notify the committee and the alternates of their selection. The Board shall name a chairperson for the Committee and it shall be the chairperson's duty to call a committee meeting which shall be held on or before October 10th.

(a) The committee shall nominate at least one (1) candidate for each office and one candidate for each of the open at large position on the Board.

(b) On or before November 20th, the candidates so nominated shall be published in the Barker after securing the consent of each person nominated. Members shall receive written notice of the nominees at or before the November meeting.

(c) Any person so nominated who refuses to be a candidate for the position to which he/she has been nominated, shall notify the chairperson of the nominating committee prior to the December meeting.

(d) Additional nominations may be made at the December meeting by an member in good standing, in attendance, provided that the person so nominated does not decline when his/her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, the proponent shall present to the Recording 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, 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.

(e) Nomination cannot be made at the Annual meeting or in any manner other than as provided in this section.

Article V. Committees

Section 1. At a January Board meeting, the newly elected Board may appoint chairpersons to the standing committees and any other committees as the Board may deem necessary to advance the work of the Club in such matters as, obedience trials, agility trials, awards, membership and other fields which may well be served by committees. Such committees shall 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 appointment may be terminated by a majority vote of the full Board upon written notice to the appointee; and the Board may appoint successors to those persons whose services have been terminated.

Article VI. Discipline

Section 1. American Kennel Club Suspension: Any member who is suspended from the privileges of the American Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

Section 2. United Kennel Club suspension: Any member who is suspended from the privileges of the United Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

Section 3. Charges: Any member may prefer charges against a member for alleged misconduct prejudicial to the best interest of the Club or sport. Written charges with specifications must be filed in duplicate with the Recording Secretary, together with a filing fee of \$10.00 which shall be forfeited if such charges are not sustained by the Board following hearing or returned if the charges are upheld. The Recording Secretary shall promptly send written 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 entertains jurisdiction of the charges, it shall fix a date of hearing by the Board, not less than three (3) weeks and no more than six (6) weeks thereafter. The Corresponding Secretary shall promptly send one written copy of the charges to the accused member 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. There must be at least seven (7) Board members present before any action can be taken.

Section 4. Board Hearing: The Board, being comprised of at least seven (7) members, shall have complete authority to decide whether consul may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. Should the charges be sustained, after the hearing all the 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. 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 fellow members at the ensuing Club meeting which considers the Board's recommendations. Immediately after the Board has reached a decision, its finding shall be put in written form and filed with the Recording Secretary. The Corresponding Secretary, in turn, shall notify each of the parties of the Board's decision and penalty, if any.

Section 5. 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 recommendation 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 after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing on his/her own behalf if he/she wishes. The members shall then vote by secret, written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the meeting shall be necessary for expulsion. If expulsion is not voted, the Board's suspension shall stand.

Article VII. Amendments

Section 1. Amendments to the Constitution and By Laws may be proposed by the Board of Directors or by written petition to the Recording Secretary signed by twenty percent (20%) of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors. The Board shall submit the proposed amendment, along with its recommendations, to the membership within three (3) months of the date when the petition was received.

Section 2. The Constitution and By Laws may be amended in a secret ballot by a 2/3 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 (2) weeks prior to the date of the meeting.

Article VIII. Dissolution

Section 1. Dissolution: The Club may be dissolved at any time by the written consent of not less than 2/3 of the members in good standing. In the event of the dissolution of the Club for purposes other than reorganization, whether voluntary or involuntary, or by operation of law, none of the property of the Club, not any of the proceeds thereof or 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 of Directors. Such organization shall be for the welfare of dogs.

Article IX. 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:

- (a) Roll Call
- (b) Minutes of the Last Meeting
- (c) A Summary of the Minutes of the Last Board Meeting
- (d) Report of the President
- (e) Report of the Recording Secretary
- (f) Report of the Corresponding Secretary
- (g) Report of the Treasurer
- (h) Reports of Committees
- (i) Election of Officers and Board at Annual Meeting
- (j) Unfinished Business
- (k) New Business
- (l) Adjournment

Section 2. At meetings of the Board, the order of business, unless otherwise directed by a majority of those present, shall be as follows:

- (a) Reading of the Minutes of last meeting
- (b) Report of the Recording Secretary
- (c) Report of the Corresponding Secretary
- (d) Report of the Treasurer
- (e) Reports of Committees
- (f) Unfinished Business
- (g) New Business
- (h) Adjournment

Article X. Parliamentary Authority

Section 1. The rules contained in the current edition of “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 By Laws and any other special rules of order the Club may adopt.

Constitution and By Laws Revised October 1989

Constitution and By Laws Revised April 1992

By Laws Revised January 2002

Constitution and By Laws Revised March 2010

By Laws Revised November 2013