

# CONSTITUTION

## ARTICLE I: NAMES & OBJECTS

**SECTION 1:** The name of the Club shall be ROCKY MOUNTAIN BEARDED COLLIE CONNECTION.

**SECTION 2:** The objects of the Club shall be:

- a) To encourage and promote the breeding of pure-bred Bearded Collies and to do all possible to bring their natural qualities to perfection.
- b) To urge members and breeders to accept the standard of the breed as established by the Bearded Collie Club of America and approved by the American Kennel Club as the only standard of excellence of which Bearded Collies shall be judged.
- c) To do all in its power to protect and advance the interests of the breed and to encourage participation and good sportsmanship at conformation shows and performance events.
- d) To conduct supported entries, matches, performance events, seminars and fund-raisers to benefit the club and interests of club members under the guidelines of the American Kennel Club.

**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 membership of the Club shall adopt and may from time to time revise such by-laws and establish standing rules as may be required to carry out these objects.

# **BY-LAWS**

## **ARTICLE I: MEMBERSHIP**

### **SECTION 1: ELIGIBILITY**

There shall be three classes of membership, viz. Regular, Associate, and Honorary. Regular membership is open to all persons eighteen years of age and older who subscribe to the purposes of the Club. Associate membership is open to all persons living in excess of a 100 mile radius of the Denver Metro Area, as well as those who do not wish to participate in Club meetings and activities on a regular basis. Honorary regular membership may be awarded from time to time by the Board of Directors to persons who have done meritorious service for the Bearded Collie or the Club. The Board must specify the time period for the honorary membership as to the number of years or lifetime. Such honorary members shall be eligible to vote or to hold office only if they shall have been elected to regular membership in accordance with Section 4 of this Article. Associate and Honorary memberships shall have all rights and privileges of regular membership except voting (unless Honorary member is elected to regular membership).

### **SECTION 2: RIGHTS AND PRIVILEGES**

A member shall be considered in good standing if his dues for the current year shall have been paid and if he shall not have been suspended in accordance with Article VI. All members in good standing shall be entitled to all of the rights and privileges of the Club except as specified by these By-Laws.

### **SECTION 3: DUES**

Membership dues shall be established by the Board of Directors and shall include rates for single regular membership, joint regular membership and associate membership, but in no case shall the annual dues exceed \$20 per regular membership, \$25 per joint regular membership (2 persons per household). Annual dues for associate membership shall not exceed \$15 per person. There shall be no dues for honorary membership. Dues are payable on or before the 31<sup>st</sup> of May of each year. No member may vote whose dues are not paid for the current year. During the month of March, the Treasurer shall send to each member a statement of his dues for the ensuing year. Year, as used in this section, shall mean fiscal year as defined in Article IV, Section 1.

### **SECTION 4: ELECTION TO MEMBERSHIP**

Each applicant for membership shall apply on a form approved by the Board of Directors which provides that the applicant agrees to abide by the Constitution and By-Laws. The application shall state the name, address and occupation of the applicant and it shall carry the endorsement of one member. The prospective member shall submit dues payment for the current year with his application. Applicants may be elected at any meeting of the Board of Directors by affirmative votes of a majority of the Directors present at any such meeting. An application which has received a negative vote by the Board may be presented by the applicant's endorser at the next annual meeting of the Club and the Club may elect such applicant by a favorable vote of the majority of the members present. Any applicant whose application has been rejected by the Board, or at the annual meeting of the Club following the Board rejection, may not re-apply for six (6) months after the latest action. No new memberships shall be approved for full membership privileges during the last three (3) months of the fiscal year. However, applications for membership approved during the last three (3) months of the fiscal year will be granted provisional membership status until the beginning of the new fiscal year, at which time they may be granted regular membership.

## **SECTION 5: TERMINATION OF MEMBERSHIP**

Memberships may be terminated:

(a) By resignation. Any member in good standing may resign from the Club upon written notice to the Recording 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 each fiscal year.

(b) By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid for 90 days after the first day of the fiscal year; however, the Board may grant an additional 90 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote either at any Club meeting or in any mail vote while his dues remain unpaid.

(c) By expulsion. A membership may be terminated by expulsion as provided by Article VI of these By-laws.

## **ARTICLE II. MEETINGS**

### **SECTION 1: GENERAL MEMBERSHIP MEETING**

The general membership meeting is held monthly or at the discretion of the members. The quorum shall be 25% of the members in good standing.

#### **SECTION 1(a): ANNUAL MEETING**

The annual meeting of the Club shall be held in June, at a place, date, and hour designated by the Board of Directors. Written notice of the annual meeting shall be made by the Recording Secretary to each member prior to the date of the meeting. The quorum for the annual meeting shall be 25% of the members in good standing.

### **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 at a meeting of the Board, and shall be called by the Recording Secretary upon receipt of petition signed by 15% of the members of the Club who are in good standing. Such meetings shall be held at such place, date, and hour as may be designated by the Board of Directors or the person calling the meeting in accordance with the provisions of this section. Written notice of such meeting shall be made by the Recording Secretary at least fourteen (14) days and not more than thirty (30) days prior to the meeting. The notice of the meeting shall state the purpose of the meeting and no other Club business may be transacted. The quorum for such a meeting shall be 25% of the members in good standing.

### **SECTION 3: BOARD OF DIRECTORS MEETINGS**

The first meeting of the Board of Directors shall be held immediately following the annual meeting, or shall be a date and time designated by a consensus of the Board, however, not a date prior to June 1 of the current fiscal year. Notice of each meeting except the first shall be made by any of the following methods: separate mailing, inclusion in the club newsletter, telephone, or announcement at the preceding Board meeting. Other meetings of the Board shall be held at such times and places as are designated by a majority vote of the entire Board. Special meetings of the Board shall be called by the Recording Secretary when requested by the President or upon receipt of a petition signed by 50% of the Directors. The quorum for such a meeting shall be a majority of the Board.

## **ARTICLE III: DIRECTORS AND OFFICERS**

### **SECTION 1: BOARD OF DIRECTORS**

The Board of Directors shall be comprised of the offices of President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, the immediate Past President, and up to three (3) other persons (directors). The positions of Recording Secretary and Corresponding Secretary may be combined and held by one person provided this is approved by a majority vote of the current Board. The current Board shall instruct the Nominating Committee as to the offices for appointment for the upcoming fiscal year. All other positions specified above shall be held by one person for each office; all of whom shall be members in good standing and residents of the United States. Not more than one member of a household may serve on the Board at one time. The members of the Board of Directors, except the Past President, shall be elected as provided in Article IV and shall serve until their successors are elected for one-year terms. The Past President may serve from the end of his term as President until there is another eligible immediate Past President as the result of subsequent election. The other Directors shall be divided into two (2) year terms which end in alternating years. General management of the Club's affairs shall be entrusted to the Board of Directors.

### **SECTION 2: OFFICERS**

The Club's officers, consisting of the President, Vice-President, Recording Secretary, a Corresponding Secretary (or simply a Secretary), and a 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 By-Laws.
- 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 Recording Secretary shall keep a record of all meetings of the Club and of the Board of Directors and of all votes taken by mail and of all matters of which a record shall be ordered by the Club or by the Board of Directors. He shall notify members of meetings of the Club and Officers and Directors of their election to Office, and shall carry out such other duties as are prescribed in these By-Laws or directed by the Board of Directors.
- d) The Corresponding Secretary shall be the principal contact for requests from outside the Club for information about the Club and Bearded Collies and shall carry out such other duties as are prescribed in these By-Laws or directed by the Board of Directors.
- e) The Treasurer shall collect, receive and disburse all moneys due or belonging to the Club; he shall report to the Board 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; and he shall carry out such other duties as are prescribed in these By-Laws or directed by the Board of Directors. His books shall at all times be open to inspection of the Board. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

### **SECTION 3: VACANCIES**

Any vacancies occurring among the Officers shall be filled by any vacancies occurring among the other members of the Board of Directors except the immediate Past President may be filled for the unexpired term of office by a majority vote of all the then members of the Board; 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. Up to three vacancies among the members of both classes described in Section 1 of this article shall be permitted at the discretion of the Board.

## **ARTICLE IV: THE CLUB YEARS, VOTING, NOMINATIONS, ELECTIONS**

### **SECTION 1: CLUB YEARS**

The Club's fiscal year shall begin on the first day of June and end on the 31<sup>st</sup> day of May. The Club's official year shall begin at the annual meeting in June and shall continue until the start of the next annual meeting. The elected Officers and Directors shall take office immediately at the outset of the annual meeting and each retiring Officer shall turn over to his successor in office all properties and records relating to that office within thirty (30) days.

### **SECTION 2: VOTING**

At the annual meeting, or at the special meeting of the Club, voting shall be limited to those regular members in good standing. Voting by proxy shall not be permitted. The annual election of Officers and Directors shall be decided by written ballot cast by mail. In the event that no valid additional nominations are received by the Recording Secretary on or before April 21 for any office, no written ballot will be mailed. The Board of Directors may decide to submit other specific questions for decision of the members by written ballot cast by mail.

### **SECTION 3: ANNUAL ELECTION**

The election of Officers and Directors shall be conducted by mail ballot. Ballots, to be valid, must be received by the Treasurer at his regular address before May 25<sup>th</sup>. Ballots shall be counted as provided for in Section 4 of this article. The person receiving the largest number of votes for each position shall be declared elected. In case of a tie vote for any office, the newly elected Board of Directors shall determine which candidate shall be elected from among the candidates which tied. If any person elected is unable to serve for any reason, the vacancy so created shall be filled by the new Board of Directors as provided in Article III, Section 3.

### **SECTION 4: NOMINATIONS AND BALLOTS**

No person may be a candidate in a Club election who has not been nominated in accordance with these By-Laws. A Nominating Committee shall be chosen by the Board of Directors before March 1<sup>st</sup>. The Committee shall consist of three (3) members, of which not more than one may be a Board member. The Board shall name a Chairman for the Committee. The Nominating Committee may conduct its business by mail.

- a) The Nominating Committee shall nominate from among the eligible members of the Club, one (1) candidate for each office and for each other position on the Board of Directors which shall be open for the next official year and shall procure the acceptance of each nominee so chosen. The Committee shall then submit its slate of candidates to the Recording Secretary who shall notify each member of the Club on or before April 1 so that additional nominations may be made by the members if they so desire.

- b) Additional nominations of eligible members may be made by written petition addressed to the Recording secretary and received at his regular address on or before April 21<sup>st</sup>, signed by 5% of the members in good standing and accompanied by the written acceptance of each such additional nominee signifying his willingness to be a candidate. No person shall be a candidate for more than one (1) position and the additional nominations which are provided herein may be made only from among those members who have not accepted a nomination of the Nominating Committee.
- c) If no valid additional nominations are received by the Recording Secretary on or before April 21<sup>st</sup> for any office, the nominee of the Nominating Committee for that office shall be declared elected and no balloting for the office will be required.
- d) If one or more valid additional nominations are received by the Recording Secretary on or before April 21<sup>st</sup>, he shall, on or before April 25<sup>th</sup>, mail to each member in good standing a ballot listing in alphabetical order, all of the nominees for each position for which there have been such additional nominations, together with a blank envelope and return envelope addressed to the Treasurer marked "Ballot" and bearing the name of the member to whom it was sent. So that the ballots may remain secret, each voter, after marking his ballot, shall seal it in the blank envelope which in turn shall be placed in the second envelope addressed to the Treasurer. The Treasurer shall check the returns against the list of members whose dues are paid for the current year and shall forward unopened the blank envelopes from such eligible members to the Recording Secretary. The Recording Secretary and one (1) other member of the Club appointed by the Board of Directors shall open and count the ballots in the blank envelopes. The Recording Secretary shall then immediately report the results of the election to the members of the Board and to each nominee. After the Ballots are counted, the Recording Secretary shall seal the ballots in an envelope and deliver the ballots to the Presiding Officer at the first meeting of the new Board.

## **ARTICLE V: COMMITTEES**

### **SECTION 1:**

The Board of Directors may each year appoint standing committees to advance the work of the Club in such matters as dog shows, obedience trials, herding instinct tests and trials, trophies, annual prizes, membership, Club periodicals, educational material and other fields which 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. The Board shall appoint a chairman to each such standing or special committee.

### **SECTION 2: EXECUTIVE COMMITTEES**

The Board of Directors may appoint an Executive Committee consisting of the President as Chairman, the Recording Secretary, and one (1) other member of the Board. The Executive Committee may act with the authority of the Board in matters in which time is of the essence. It shall report its actions at the next meeting of the Board which may modify or reverse such actions.

### **SECTION 3:**

The Chairman of each Committee shall call meetings of his committee, making assignments to committee members and report to each meeting of the Board and of the Club. Committee business may be conducted by mail and reports may be made in person or in writing to the Recording Secretary.

#### **SECTION 4:**

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 service has been terminated. All committees and committee appointments shall be automatically terminated at the conclusion of the official year in which they were made.

### **ARTICLE VI: DISCIPLINE**

#### **SECTION 1:**

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:**

Any member may prefer charges against a 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 Recording Secretary together with a deposit of \$50.00 which shall be forfeited if such charges are not sustained by the Board or a Committee following a hearing. The Recording 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 or the breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interest of the Club or of the breed, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date of a hearing by the Board or a Committee of not less than three (3) members of the Board, no less than three (3) weeks nor more than six (6) weeks thereafter. The Recording Secretary shall promptly send one (1) 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 own defense and bring witnesses if he wishes.

#### **SECTION 3: BOARD HEARING**

The Board or Committee 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 or Committee may by a majority vote of those present suspend that defendant from all privileges of the Club for not more than six (6) months from the date of the hearing, or until the next annual meeting if that will occur after six months. 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 fellow members at the ensuing Club meeting which considers the recommendations of the Board or Committee. Immediately after the Board or Committee has reached a decision, its findings shall be put in written form and filed with the Recording Secretary. The Recording Secretary, in turn shall notify each of the parties of the decision and penalty, if any.

#### **SECTION 4: EXPULSION**

Expulsion of a member from the Club may be accomplished only at the annual meeting of the Club following a hearing and upon the recommendation of the Board or Committee as provided in Section 3 of this Article. 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 findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf. The membership shall then vote by secret written ballot on the proposed expulsion. A two-thirds vote of those present and voting at the annual meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.

### **ARTICLE VII: AMENDMENTS**

#### **SECTION 1:**

Amendments to the Constitution and By-Laws may be proposed by the Board of Directors, By-Laws Committee, or by written petition addressed to the Recording Secretary signed by twenty percent (20%) of the membership in good standing. Amendments proposed shall be promptly considered by the Board of Directors and must be submitted to the members with recommendations of the Board by the Recording Secretary for a vote within three (3) months of the date when the petition was received by the Recording Secretary.

#### **SECTION 2:**

The Constitution and By-Laws may be amended at any time provided a copy of the proposed amendment has been mailed by the Recording Secretary to each member accompanied by a ballot on which he may indicate his choice for or against the action to be taken. The notice shall specify a date not less than thirty (30) days after the date of mailing by which date the ballots must be returned to the Recording Secretary to be counted. The favorable vote of two-thirds of the members in good standing whose ballots are returned within the time limit shall be required to effect any such amendment.

### **ARTICLE VIII: DISSOLUTION**

#### **SECTION 1:**

The Club may be dissolved at any time by the written consent of not less than two-thirds of the members in good standing. 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 organization for the benefit of dogs selected by the Board of Directors.



## **ARTICLE IX: ORDER OF BUSINESS**

### **SECTION 1: MEETINGS OF THE CLUB**

At meetings of the Club, the order of business so far as the character and nature of the meetings may permit, shall be as follows:

- Roll Call
- Minutes of the last Club meeting
- Minutes of Board of Directors meeting
- Report of the President
- Report of the Recording Secretary
- Report of the Corresponding Secretary
- Report of the Treasurer
- Reports of the Committees
- Unfinished business
- New business
- Adjournment

### **SECTION 2: MEETINGS OF THE BOARD OF DIRECTORS**

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

- Reading of minutes of last meeting
- Report of the Recording Secretary (including results of mail ballots)
- Report of the Corresponding Secretary
- Report of the Treasurer
- Reports of Committees
- Unfinished business
- Election of new members
- New business
- Adjournment

## STANDING RULES OF THE RMBCC (adopted by the Board of Directors)

**SR01-03/99** Standing rules may be established from time to time by a majority vote of those board members and voting takes place at a board meeting with a quorum present. Any standing rule, other than those adopted by the general membership may be amended or rescinded by a simple majority vote of a quorum of the board and voting with prior notice.

**SR02-03/99** The treasurer shall present a financial statement at each board meeting.

**SR03-03/99** The recording secretary shall mail/e-mail the minutes of the previous board meeting to each member of the board at least two weeks prior to next scheduled board meeting.

**SR04-03/99** An inventory of club property shall be taken at the beginning of each year.

**SR05-03/99** Any member hosting a club meeting shall be reimbursed by the club a sum up to \$10 (unless preapproved by the board). The member has the option of foregoing the reimbursement.

**SR06-03/99** Telephone, fax and e-mail expenses incurred by officers and board members doing business for the RMBCC are the responsibility of the individual and will not be reimbursed by the club unless preapproved by the board.

**SR07-02/02** **RMBCC awards committee guidelines:** To recognize Club member's achievements with their Bearded Collies. Awards earned during a calendar year are to be presented at the Annual Meeting the following June. All regular members are eligible to receive a plaque (one per household).

Revised  
3/23/06  
8/04/07  
2/1/11

Brass plates which hang from the plaque will state the dogs name (or breeder name in the case of the Top Breeder award) and the achievement. To be eligible to receive the brass plates, the owner must have been a regular member during the entire calendar year in which the award was earned and a regular member in good standing at the time that the award is being presented. One brass plate will be awarded per dog per achievement (additional brass plates may be purchased at the member's expense). All associate members will be recognized for the achievements listed below with a certificate. Associate members are welcome to purchase a plaque and plates at a cost designated by the Club. All members should complete the Awards Form which will appear each year in one of the Winter or Spring newsletters or by separate mailing to be sure the Club is aware of all titles/achievements earned. Awards for previous years may be ordered (at the member's expense) for achievements prior to 1997 as long as the owner was a member of the Club at the time the award was earned. **Awards: Any AKC title including conformation championships, obedience, herding, agility, tracking and rally, Canine Good Citizenship, BCCA HIC certification, BCCA versatility awards, and Therapy Dog titles.**

**SR08-01/01** A statement will be added to the membership renewal form which offers an opportunity for members to provide additional financial support to club activities.

**SR09-01/01** Expenses for a sweepstakes judge will not exceed \$400.00. This information will be provided to the nominees when they are contacted by the Supported Entry Committee representative.

Revised  
2/9/13

**SR10-01/01** The all-breed host club may allow recommendations from RMBCC for the conformation judge. In that situation, the RMBCC Supported Entry representative will ask the club members (Associate & Regular) to send any judge recommendations to the representative of the all-breed host club.

Revised  
2/9/13

**SR11-01/01**

Revised  
2/9/13

Nominations for sweepstakes judge need to be received by the Chairman of the Supported Entry Committee by the date established by the committee. All RMBCC members (Associate and Regular) may nominate a sweepstakes conformation judge. Nominations may be sent by mail or e-mail to the sweepstakes committee chair. The representative from the Supported Entry Committee will contact the nominees starting with the proposed judge who received the most nominations and work down the list until up to 5 nominees which meet our expense criteria and availability are identified. Ballots will be mailed to all Regular members and properly marked ballots should be mailed back to the Treasurer. Timing for the ballot mailing and return will be established and communicated by the Supported Entry Committee.

**SR12-01/11**

Business that pertains to board matters that necessitates board approval prior to the next scheduled meeting of the board of directors (i.e., membership applications that should be acted on in a timely manner) may be conducted using appropriate technology such as e-mail when applicable.

