



The Houston Dachshund Club

Houston, Texas

Constitution

and

By-Laws

Constitution and By-Laws

Article I Name and Objects

- Section 1. The name of the club shall be the Houston Dachshund Club
- Section 2. The objects of the Club has be:
- a) to further the advancement of the Breed;
 - b) To conduct dog shows and sanctioned matches under the rules of the American Kennel Club;
 - c) to devote all profits to the above purpose or make specific bequests to such charitable or civic organizations as shall be approved by a majority vote of those in attendance and voting at a Club Meeting, and under no circumstances to pay a salary, fee, commission or dividend to any member.

Article II Membership

- Section 1. There shall be three classes of membership: Honorary Membership, Active Membership, and Sustaining Membership.
- a) Honorary membership will be bestowed upon those who have performed some meritorious or outstanding service in behalf of the Club by unanimous vote of the Board of Directors and only one such membership shall be bestowed per year. Honorary members will not be required to pay yearly dues.
 - b) Active membership: any reputable person, eighteen (18) years of age or over, who owns a registered Dachshund.
 - c) Sustaining membership: those who during the year lose their active membership, through loss of their dogs. A person cannot remain a sustaining member for more than one year.
- Section 2. Active members shall be entitled to vote, hold elective or appointive office and participate in all deliberations and activities of the Club. Sustaining members shall be entitled to participate in all activities of the Club. Honorary members and Sustaining members shall not hold an elective office or vote.
- Section 3. Application for membership shall be made in writing to the Secretary upon a blank form to be provided for the purpose by the Club and shall be accompanied by a fee Fifteen Dollars (\$15.00) for a single membership or Twenty-five Dollars (\$25.00) for two memberships residing in the same household.

At the first meeting of the Club following receipt of the application and its recommendation by the Board of Directors, it is to be read and voted upon and affirmative votes of $\frac{3}{4}$ of the active members present shall be required to elect the applicant.

Applicants for membership who have been rejected by the Club may not re-apply within six months after such rejection.

- Section 4. Termination of Membership: Membership may be terminated by:
- a) By resignation: any member in good standing may resign from the Club upon written notice to the Secretary;
 - b) By lapsing: a membership will be considered as lapsed and automatically terminated if a member's dues remain unpaid 90 days after the first day of the fiscal year; however, the Board may grant an additional 90 days of grace to delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid.
 - c) By expulsion: a membership may be terminated by expulsion as provided in Article VII.

Article III Meetings

Section 1. Club Meetings: Meetings of the Club shall be held in metropolitan Houston on the third Thursday of each month as such hour and place as may be designated by the President, unless otherwise designated by the Board of Directors. Written notice of each meeting shall be mailed by the Secretary at least 10 days prior to the date of the meeting.

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, present and voting at any regular or special meeting of the Board, or by the Secretary upon receipt of a petition signed by five Club members in good standing. Such special meetings shall be held in metropolitan Houston, at such hour and place as may be designed by the person or persons authorized herein to call the meeting. Written notice of such meetings shall be mailed by the Secretary at least five (5) days and not more than fifteen (15) days prior to the date of the meeting; said 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 fifty percent (50%) of the eligible voting members.

- Section 3. Board Meeting: Meetings of the Board of Directors shall be held in metropolitan Houston on the second Monday in the months of February and September of each year, at such hour and place as may be designated by the President or Board of Directors. Written notice of each meeting shall be mailed by the Secretary at least five (5) days prior to the date of the meeting.
- Section 4. Special Board Meeting: Special meetings of the Board may be called by:
- a) the President or,
 - b) the Secretary upon receipt of a written request signed by at least three (3) members of the Board. Special meetings shall be held in metropolitan Houston at such hour and place as may be designated by the person or persons authorized herein to call such meetings. Written notice of such meetings shall be mailed by the Secretary at least five (5) days and not more than ten (10) days prior to the date of the meeting, or telegraphic notice shall be filed at least three (3) days and not more than five (5) days prior to the date of the meeting. The 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 five (5).

Article IV Directors and Officers

- Section 1. Officers: The Club's officers consisting of the President, First Vice President, Second Vice President, Secretary and Treasurer shall serve in their respective capacities both in regard to the Club and its meeting and the Board and its meetings.
- a) The President shall preside at all Club meetings and act as Chairman of the Board of Directors. He shall have all duties and powers normally appurtenant to the office of the President in addition to those particularly specified in these constitution and by laws.
 - b) The First Vice President shall have the power and exercise the duties of the President in the event of the President's death, absence, resignation or otherwise incapacitated.
 - c) The Second Vice President shall act in the absence of both the President and the First Vice President.
 - d) The Secretary shall keep a record of all meetings of the Club, the Board of Directors, and all matters of which a record shall be required. He shall have charge of the correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, keep a roll and mailing lists of the members of the Club and carry out such other duties as are prescribed by these constitution and by laws.
 - e) The Treasurer shall collect and receive all moneys due or belonging to the Club and receipt therefor. He shall deposit all monies so collected, in the name of the Club, in a bank chosen by the Board and disbursement checks shall be countersigned by the President. His books shall at all times be open

to inspection of the Board and he shall report at each meeting the condition of the Club's finances, listing all items or receipts of payment not previously reported. At the annual meeting he shall render an account of all monies received and expended during the previous fiscal year.

- f) The Board of Directors shall be entrusted with the general management of the Club's affairs.

Section 2. Board of Directors: The Board shall be comprised of President, First Vice President, Second Vice President, Secretary, Treasurer, plus three other members, elected as provided in Article V, Section 3, Part (c).

Section 3. Vacancies:

- a) The office of any officer or Board member missing three regular consecutive meetings shall be declared vacant.
- b) Any vacancies occurring during the year, except those of succession, shall be filled for the unexpired term of office by nominations and a majority vote of the active members present at their first regular meeting following the creation of such vacancy.

Article V

The Club Year, Annual Meeting, Elections

Section 1. Club Year: The fiscal year shall begin on the 1st day of January and end on the 31st day of December. The Club's official year shall begin immediately at 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 time directors and officers for the ensuing year shall be elected by secret written ballot from among those nominated from the floor. They shall take office immediately upon the conclusion of the election and each retiring officer shall turn over to his successor all properties and records relating to that office within thirty (30) days after the election.

Section 3. Elections:

- a) The nominated candidate receiving the majority of votes for each office should be declared elected.
- b) Should no nominated candidate receive a majority of votes, the two highest nominees shall have a run-off for the office.
- c) The three initial members of the Board of Directors shall be elected from a maximum of not more than four nominations from the floor. The nominee receiving the greatest number of votes shall be elected for a term of three years, the nominee receiving the second largest amount of votes shall be

elected for a term of two years and the nominee receiving the third largest number of votes shall be elected for a term of one year. In such succeeding years one new member shall be elected to the Board of Directors to serve for a term of three years.

Article VI Committees

- Section 1. At the first or second meeting of each Club year, the President shall appoint the following committees, subject however, to the final authority of the Board:
- a) Bench Show Committee: consisting of Chairman, Assistant Chairman, Bench Show Secretary and the Board of Directors. This committee will be in direct charge of and responsible for all phases of the Club's sanctioned matches and dogs shows.
 - b) Auditing Committee: - which shall consist of three (3) members who shall examine the records of the Treasurer during the last month of each fiscal year and report its findings to the Club at the annual meeting.
 - c) Such other committees as are required.
- Section 2. Any committee appointment may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; and the Board may appoint successors to those persons whose services has been terminated.

Article VII 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. Charges: Any member may refer 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 Secretary together with a deposit of ten dollars (\$10.00) which shall be forfeited if such charges are not sustained. The Secretary shall promptly notify the Board which shall meet and fix a date of a Board hearing not less than three (3) weeks nor more than six (6) weeks thereafter. The Secretary shall promptly send one cop 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 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 those present suspend the defendant from all privileges of the Club for not more than six (6) months from the date of the hearing. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not 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 findings shall be put in writing 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:

- a) 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 sixty (60) days but not earlier than thirty (30) days after the date of the Board's recommendations 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 invite the defendant, if present, to speak in his own behalf if he wishes. The members shall then vote by secret written ballot on the proposed expulsion. A two thirds (2/3) vote of those present at the meeting shall be necessary for expulsion. If expulsion is not so voted, the Board's suspension shall stand.
- b) Any officer of this Club may be expelled from office by a two-thirds (2/3) majority vote of a quorum consisting of the current Board of Directors, when found guilty by such Board of Directors of conduct subversive of good morals or good business practices which in the opinion of the Board of Directors affects his efficiency as an officer or is contrary to the best interest of the club.

Article VIII Amendments

Section 1. Amendments: The Constitution and By Laws may be amended by a majority vote of the members present and voting at any regular

or special meeting called for the purpose; but the proposed amendments must be embodied in the call for such meeting and mailed to each member at least two weeks prior to the date of such meeting.

Article IX Dissolution

Section 1. Dissolution: The club may be dissolved at any time by the written consent of not less than two thirds (2./3) of the members. After payment of all the debts of the Club, its remaining properties and assets shall be liquidated and given to the approved charity.

Article X 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:

- Roll Call
- Minutes of Last Meeting
- Report of the Board
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of the Committees
- Election of Officers and Board (Annual Meeting)
- Election of New Members
- Unfinished Business
- Adjournment

Section 2. At 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 Secretary
- Report of the Treasurer
- Report of the Committees
- Election of New Members

- New Business
- Adjournment

Amendments

No. One:

Article III - Meetings - Section 1 - Club Meetings

Add to Line 6, following "eligible voting members", residing in metropolitan Houston.

No. Two:

Article II - Membership - Section 1 - (a)

Add to Line 4, following "bestowed per year", except a husband and wife may be bestowed an honorary membership in the same year.

No. Three:

Article III - Meetings - Section 1 - Club Meetings

Add after the last sentence in that paragraph: "If there is not a quorum present for a regular monthly meeting, the Board of Directors present at that regular meeting shall conduct that month's business."

No. Four:

Article III - Meetings - Section 3 - Board Meetings

Delete first sentence of paragraph and substitute the following: "Meetings of the Board of Directors shall be held in metropolitan Houston on the second Sunday of the months of February and September of each year, at such hour and place as may be designated by the President or Board of Directors."

No. Five:

Article II - Membership - Section 3

Delete first sentence of paragraph No. 1 and substitute the following:

"Application for membership shall be made in writing to the Secretary upon a blank form to be provided for the purpose by the Club and shall be accompanied by a fee of Fifteen Dollars (\$15.00) for a single membership or Twenty-Five Dollars (\$25.00) for two members residing in the same household."

Procedure to be followed for submitting application for membership to the Houston Dachshund Club for those applicants residing in metropolitan Houston (as recommended by the Board of Directors in their meeting of September 7, 1969, and approved by the members of the Houston Dachshund Club on September 18, 1969.

The sponsor of a new member and/or members will secure the application blank from the Secretary and furnish it to the prospective new member after getting the signature of a second sponsor. The sponsor will then see that the applicant attends at least two meetings before securing Director's approval for submitting the application. At the third meeting at which the applicant attends, the application will be read for the first time. The sponsor will advise the applicant and/or applicants not to attend the next regularly scheduled meeting where the application will be read for the second time and voted upon. The applicant will be notified by mail as soon as possible the results of such voting.