

Southeast Texas Hunting Retriever Club

Constitution and By-laws



AFFILIATED WITH
UNITED KENNEL CLUB, INC.
AN INTERNATIONAL ORGANIZATION
"Conceived by Hunters for Hunters"

Southeast Texas Hunting Retriever Club

Constitution and By-Laws

Revised 09/11/2018

PREAMBLE

The breeders and fanciers of Hunting Retrievers have organized themselves as the Southeast Texas Hunting Retriever Club, Inc. and are affiliated with the United Kennel Club, Inc. and the Hunting Retriever Club, Inc. We will work collectively toward the betterment of Hunting Retrievers as a whole and influence the breeding and training of better Hunting Retrievers. Furthermore, it is the purpose of this Club to support and protect our inherent rights to own and bear arms, to hunt, and promote complimentary conversation and management of game birds and wildlife species commonly pursued by the members of the Hunting Retriever Club, Inc.

ARTICLE I: NAME

The name of the club shall be Southeast Texas Hunting Retriever Club hereinafter referred to as the " Club ", and the home office shall be based out of the presiding President's address.

The Club shall not be conducted nor operated for profit, and no part of any dues, donations or other receipts, whether in the form of funds or merchandise, the remainder of, or the residue from them, shall inure to the benefit of any member or individual.

ARTICLE II: MEMBERSHIP

Any breeder, owner and/or fancier of Hunting Retrievers regardless of sex, race, creed or color shall be eligible for membership in said organization. All members must be in "good standing" with HRC, Inc. and must be in "good standing" with UKC.

Board of Directors will review and approve all new membership applications. Once a decision is made by the Board of Directors said member will be contacted by Club secretary.

Each member not delinquent shall be entitled to one vote at any meeting of the club at which they are present. Family memberships are limited to two votes. Proxy and/or absentee ballot voting will not be permitted at any Club meeting or Board meeting

Upon the written and signed recommendation of a member, seconded by another and by a three-fourths favorable vote by secret ballot at the July General Membership meeting. Lifetime membership can be conferred upon an adult member of the Club who has rendered notable and outstanding service to the Club. A Life Member shall be entitled to all privileges of membership in the organization without paying annual dues.

ARTICLE III: DUES

The annual membership fee shall be due and payable July first of each year and shall be \$25.00 per membership.

If someone join after January 1, but before July 1 Club dues shall be prorated at 50% of yearly dues.

Any member of the Club, who has not paid their dues by August 1, becomes delinquent and will be dropped from the membership roster until membership is renewed by full remittance of delinquent charges.

Article IV: EXPULSION OF MEMBERS

Any member of the Club may be expelled for conduct by word, deed, or act, detrimental to said Club, by a majority of the Board of Directors voting by secret ballot. Written notice of this action must be sent to the expelled member within five days thereof.

Any member of the Club so expelled shall have the right to appeal to the membership for reinstatement. The said appeal shall be filed in writing, with the Secretary of the Club, within seven calendar days after said expulsion. The appeal for reinstatement shall be acted upon at the next General Membership meeting. Reinstatement shall be granted upon a two-thirds majority favorable vote of the members present at the meeting, providing there is a quorum as required in ARTICLE VII. Voting on said appeal is to be by secret ballot. Only upon a two-thirds majority vote by the membership at the next General Meeting may said person be reinstated.

If a member is expelled for any reason, the member may reapply to the club for membership after a minimum of two years has passed.

ARTICLE V: DIRECTORS AND OFFICERS

The Board of Directors shall be comprised of but is not limited to the President, Vice-President, Secretary, and Treasurer all of whom shall be voting members. They must be members in good standing with HRC and UKC and shall be elected for two-year terms at the Club's July meeting as provided in ARTICLE VI. The immediate Past President who is in "good standing" with the Club, shall automatically become a fully privileged, voting member of the Board of Directors, upon expiration of the term of office. General management of the Club's affairs shall be entrusted to the Board of Directors.

The Club's officers, consisting of the President, Vice-President, Secretary, Treasurer, and immediate Past President, shall serve in their respective capacities to both the Club and its meetings, and the Board and its meetings.

No member shall hold more than one office at a time other than Secretary/Treasurer if necessary, and no member shall be eligible to serve more than two consecutive terms in the same office.

No member shall be eligible for nomination as an officer of the Club until they have been a member of HRC Inc. and the Club at least one year. This restriction may be waived if the member is transferring from another UKC affiliated club (waived for organizational officers).

The President of each Hunting Retriever Associated Club will be considered a Director of the Hunting Retriever Club, Inc. provided the membership dues to Hunting Retriever Club, Inc. have been paid.

ARTICLE VI: THE CLUB YEAR, MEETINGS, AND ELECTIONS

The Club's official year shall begin at the conclusion of the July meeting and shall continue through the next July meeting.

The club officers will be elected in the month of July for a two-year term. Officers for the ensuing two years shall be elected from among those nominated. They shall take office immediately upon the conclusion of the meeting. All retiring officers shall turn over to their successor all properties and records relating to that office within the seven days immediately following the election. Notice of the new slate of officers must be provided to the HRC Administrative Secretary and UKC within 10 working days after the election.

Not less than 90 days preceding the day on which an election will be held, the board shall elect a Nominating Committee consisting of three members, not more than one of whom may be a member of the Board. The Committee shall

Immediately notify the nominees and alternates of their selection. The Board shall name a person to chair the committee, and it shall be his/her duty to call a committee meeting, which shall be held within 30 days.

- a) The committee shall nominate one candidate for each office and after securing the consent of the nominees, report their nominations to the Secretary in writing. In no case shall this notification be less than 45 days prior to the July meeting date of the election year.
- b) Upon receipt of the Nominating Committee's report, the Secretary shall, at least 30 days prior to the July meeting of the election year, notify each Club member in writing of candidates nominated.
- c) Additional nominations may be made at the July meeting of the election year by any member in good standing, provided the person(s) so nominated does not decline when their name is proposed, and provided the further that if the proposed candidate is not in attendance at this meeting, his/her proctors shall present to the Secretary a written statement from the proposed candidate, signifying his or her willingness to be a candidate.
- d) The candidate receiving the greatest number of votes for each office shall be declared elected.

Each member not delinquent shall be entitled to one vote at any meeting of the club at which they are present. Family memberships are limited to two votes. Proxy and/or absentee ballot voting will not be permitted at any Club meeting, Board meeting or election.

ARTICLE VII: MEETINGS

The meetings of the Club shall be held at such hour and place as may be designated by the Board of Directors. Written notice of such meeting shall be given by the Secretary at least seven days prior to the day of the meeting. The quorum of such meetings shall be thirty percent of members in good standing.

Special Club meetings may be called by the President, or, by majority vote of the members of the Board who are present and voting and any regular or special meeting of the Board, and shall also be called by the Secretary upon receipt of petition signed by ten members of the Club who are in good standing. Written notice must be made at least five days prior to the meeting, and said notice shall state the purpose of the meeting and no other club business may be transacted.

Meetings of the Board of Directors shall be held at such hour and place as may be designated by the Board. Written notice of each such meeting shall be given 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

Special meetings of the Board may be called by the President, and shall also be called by the Secretary upon receipt of a written request signed by at least three members of the board. Written notice of such meeting shall be given by the Secretary at least five 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.

The following order of business shall prevail at the meetings of this Hunting Retriever Club, Inc.

1. Call to order
2. Roll Call of Officers and Directors
3. Reading and Approval of the Minutes
4. Report of Committees
5. Report of Officers
6. Old Business
7. New Business
8. Election of New Officers (if applicable)
9. Presentation of Special Awards (if applicable)
10. Adjournment

ARTICLE VIII: COMMITTEES:

The President shall appoint an auditing Committee consisting of three members thirty days prior to the July meeting each year. It shall be the duty of the Auditing Committee to audit the Treasurers accounts and to report at the July meeting.

Other committees standing or special shall be appointed by the President, as the Club Board of Directors shall from time to time deem necessary, to carry on the work of the Club.

ARTICLE IX: DUTY OF OFFICIERS AND DIRECTORS

President

The president serves as the presiding officer and spokesman of the club. He/she shall preside over all meetings of the preservation and maintenance of the highest principles of the Club. He/she shall have the authority to appoint any and all committees as he/she may deem necessary to carry out the business and interest of the Club. He/she shall serve as ex-officio member of all the other committee members, but is not obligated to attend meetings of the committees.

The incumbent serves as administrative head of the Club and acts under the immediate direction of the Board of Directors or Assembly. The President is responsible for the day-to-day administration of the Club between the Board of Directors or General Membership meetings. Where practical, he shall seek out input from the Directors and other officers before making major decisions between meetings.

Vice-President

The Vice-President assists the President in directing, Cooperation and controlling activities of the Club. The President and Vice-President shall work closely together endeavoring to keep the lines of communication open to insure the Vice-President is kept well informed. The Vice-President shall serve in an advisory capacity to the President on issues needing consultation. The Vice-President succeeds to the presidential office on the absence, resignation, removal, death or disability of the President. The Vice-President is charged with the following responsibilities:

- a) Coordinate all benefit and other special events sponsored by the Club.
- b) Chair the July Meeting Location Committee.
- c) Assist in other responsibilities as requested by the President

Secretary

The duties of the Secretary are:

- a) To keep a record of all the proceedings of the organization, usually called the minutes
- b) To keep the Clubs official membership roll including complete name, address, and phone number.
- c) To make minutes and records available to members upon request.
- d) To be the receiver and distributor of all Club mailings and to notify members of meetings.
- e) To maintain an adequate supply of forms and notices, all which shall be furnished by the Club
- f) To maintain record book(s) in which minutes are recorded with any amendment to these documents properly recorded, and to have the current record book on hand at every meeting.
- g) To preside in the absence of the President and Vice-President at all meetings of the Club with the same power vested in the President.

Treasurer

The incumbent shall collect and hold all funds belonging to the Club. He/She shall deposit all funds in a bank approved by the Board of Directors and disburse them as bills are approved for payment. All drafts on Club funds, will be cosigned by two members of the Board of Directors. The treasurer is required to keep current, as nearly possible, a balance of Club funds at all times. These records will be audited prior to the July Membership meeting by an appointed Auditing Committee or when deemed necessary by the President or Board of Directors. Additional interim reports will be made as needed.

The Board of Directors can spend or give reimbursement up to \$200.00 on incidental expenses with an approval of all Board of Directors.

The Treasurer must be bonded for a sum sufficient to protect the Club from loss. The Bond shall be the amount of the projected receipts annually. The Club will pay for the bond.

During the month of June, it shall be the responsibility of the Treasurer to notify members in writing that dues for the coming year are due.

Vacancies

Any vacancies occurring on the Board or among the officers during the year shall be filled at the next General Meeting or regularly scheduled Election of Officers, whichever occurs first. The office of the President shall be filled automatically by the Vice-President. The resulting vacancy in the office of the Vice-President shall be filled at the next General Meeting or regularly scheduled Election of Officers, whichever occurs first.

ARTICLE X: AMENDMENTS

Amendments to the constitution and By-laws may be proposed by the Board of Directors or by written petition addressed to the secretary and signed by twenty percent 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 Secretary for a vote within three months of the date the petition was received by the Secretary.

Further, the Constitution and By-laws may be amended (with the exception of ARTICLE X) by a favorable vote of two-thirds of the membership present, and voting, at any regular or special meeting called for that purpose, provided the proposed amendments have been included in the notice of the meeting, and there is a quorum present as provided in ARTICLE VII. Notice of any change made to this constitution or By-laws must be provided to the HRC and UKC for approval.

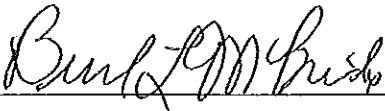
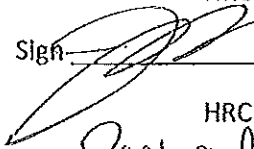
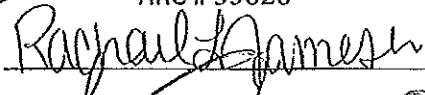

ARTICLE XII: DISSOLUTION

The Club may be dissolved by written consent of no less than two-thirds of the members in good standing. In the event of the dissolution of the Club, other than for the purposes of reorganization, whether voluntarily, involuntarily, or by operation of law, after payment of the debts of the club, its property and assets shall be given to a charitable organization for the benefit of Hunting Retrievers as shall be selected by the Board of Directors.

ARTICLE XIII: PARLIAMENTARY PROCEDURE

Robert's Rules of Order shall be accepted as a basis of Parliamentary procedure in meetings of the Club and its Board of Directors.

The undersigned Officers of this Club hereby certify that the forgoing Constitution and By-laws, constitute the Constitution and By-laws of Southeast Texas Hunting Retriever Club of Chambers County, Texas were duly adopted by its Board of Directors at a meeting properly noticed and held, and at which a quorum was present on 09/11/2018

President:	Burl McBride	Sign	
	09/11/2018		HRC # 32835
Vice-President:	Jeffery Choate	Sign	
	09/11/2018		HRC # 35628
Treasurer:	Rachael Jameson	Sign	
	9/11/2018		HRC # 29569
Secretary:	Lacey Choate	Sign	
	9/11/2018		HRC # 35628