

Timberline Basset Hound Club, Inc.
Denver, Colorado

By-Laws

(Revised and Approved February 12, 2013)

ARTICLE I
NAME AND OBJECTIVES

Section 1. The name of the club shall be the Timberline Basset Hound Club, hereinafter referred to as the Club.

Section 2. The objectives of the Club shall be:

- A. to encourage and promote quality in the breeding of purebred Basset Hound 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 approved by The American Kennel Club as the only standard of excellence by which the Basset Hound shall be judged;
- C. to do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows, obedience and rally trials, tracking tests, agility trials, field trials and hunting tests;
- D. to conduct sanctioned matches, dog shows, obedience trials, tracking tests, agility trials, field trials, hunting tests and any other event for which the club is eligible under the Rules and Regulations of The American Kennel Club and the Basset Hound Club of America
- E. To do all in its power to protect and advance the interest of the breed by encouraging sportsmanlike competition at the dog shows, field trials, obedience trials and tracking events and any other events in which the Basset Hound participates.
- F. To support rescue and educational activities and community events as responsible Basset Hound owners and breeders.

Section 3. The standards of conduct for each Club member shall be:

- A. To consider the welfare of my breed when engaged in any activities involved in breeding, exhibiting, training and selling of dogs, and to refrain from any activities which would be prejudicial to the best interest of my breed and this Club.
- B. To abide by the By-Laws, standards of conduct, and policies of the Timberline Basset Hound Club and the rules and regulations of the American Kennel Club.
- C. To provide high standards of health, cleanliness and care for my dogs and those placed in my care.
- D. To not knowingly engage in, and to discourage the indiscriminate breeding of dogs.
- E. To not knowingly sell any litter of dogs for consignment or re-sale to pet stores, animal brokers, or to be donated as prized for raffles or contests.

- F. To recognize my responsibility to the community in the areas of animal welfare.
- G. To conduct myself at all times in such a manner as to reflect credit on all phases of purebred dog activities.
- H. To refrain from using membership in the Timberline Basset Hound Club solely as a source of financial personal gain.
- I. To be personally responsible for each Basset Hound that I have had a hand in producing (as owner of either the sire or the dam) for the life of each of these Bassets. To ensure that the owners of these Basset Hounds know if for any reason they must give up or relinquish these Basset Hounds, that I require return of these Basset Hound into my care, or that I am willing to help place these Bassets at any time during the lifetime of these Bassets.

ARTICLE II MEMBERSHIP

Section 1. ELIGIBILITY – Membership shall be open to all persons eighteen years of age and older who are in good standing with the American Kennel Club and who subscribe to the objects of the Club.

Section 2. TYPES OF MEMBERSHIP. There shall be six types of membership:

- A. Individual membership, having one vote.
- B. Family membership shall be available to two members of a family. The family membership shall entitle that family to two (2) individual votes.
- C. Associate membership: An associate member shall have all privileges of membership except the right to vote or to hold office.
- D. Life membership: Life membership may be awarded to any person or persons in recognition of service to the Club or contributions to the breed. Such award shall be made under the guidelines for life membership as approved by the Board or Directors and membership of the Club. The criteria for life membership proposals shall be:
 - 1. Any member in good standing meeting the requirements may be awarded life membership in TBHC in recognition of service to the Club or contributions to the breed.
 - 2. Candidates must have been a member of TBHC for 20 years.
 - 3. The Board of TBHC will keep track of membership and initiate review for possible candidacy for life membership.
 - 4. Candidates for life membership shall be presented by the Board to the club members, via the newsletter.
 - 5. Candidates will be voted on at the meeting immediately following publication, by secret ballot.
 - 6. Candidates must be approved by a 2/3 vote of those eligible members present.

7. Life members shall not be required to pay annual dues, but shall have the same privileges as regular members.
8. Life members will be presented with a framed certificate at the specialty dinner following their approval.

E. Honorary membership. An individual who has made significant contributions to the Sport, Breed or the Club; honorary members pay no dues and are not eligible to vote, but can maintain regular (or household) membership if they pay dues.

Section 3. DUES – Dues for individual, family or associate membership as outlined in Section 2 shall be recommended by the Board of Directors and subject to a majority vote of the total eligible voters present at a general meeting. Dues shall not exceed twenty-five dollars (\$25.00) per year.

Dues shall be billed by the Treasurer on February 1 of each year for the fiscal year beginning April 1. Non-payment of dues by June 1 (60 days from due date) shall be cause for termination of the membership. A membership so terminated may be restored at a future date by making application in the same manner as prescribed for a new membership. Except that all prior indebtedness, exclusive of dues, must be satisfied prior to application. No member may vote whose dues are not paid for the current year.

Members joining the Club between January 1 and April 1 of any year may have their dues payment at the time of application considered as annual dues for the next fiscal year, but such members shall be without voting power until the start of the next fiscal year. If these new members wish to have voting privileges before fiscal year end (January 1 through April 1 of the year they apply), they may elect to do so by paying an additional dues amount at the time of application which is pro-rated accordingly.

Life members shall not be required to pay annual dues, but shall have the same privileges as regular members, including voting privileges. (See ARTICLE II, Section 5.)

Section 4. ELECTION TO MEMBERSHIP – Application for membership shall be made on a form approved by the Board of Directors. The application shall be endorsed by two (2) members in good standing and accompanied by dues payment.

The applicant shall be required to attend two (2) regular meetings of the Club prior to submitting the application, and must attend the meeting at which the application is read. Associate membership requirements shall be the same except that attendance requirements shall be waived.

The names of new applicants shall be published in the next issue of the Club's official publication following receipt of the application. Applicants shall be announced to the Club membership at its regular meeting and through the Club's

official publication.

The application shall then be submitted to the Board of Directors for review and recommendations to the membership, and the application shall be voted on at the next meeting of the Club. Favorable votes of two-thirds (2/3) of the members in attendance shall be necessary for election to membership. Before election, the new member(s) shall receive a copy of the By-Laws, and a copy of the current AKC Basset Hound standard. A roster of the Club membership shall be given to each new member after election to membership.

Applications which have received unfavorable action at a Board meeting may be presented by the applicant's endorsers at the next meeting of the Club, and the Club may elect such applicant. No applicant who has been rejected at any meeting may again be considered at a meeting held within twelve months after the date of the last such rejection.

Section 5. VOTING PRIVILEGES – 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 Club meeting or election.

Section 6. DEFINITION OF “IN GOOD STANDING” – Any member who is not under suspension by the Club, the Basset Hound Club of America or the American Kennel Club and who is not in debt to the Club is considered a member in good standing.

Section 7. TERMINATION OF MEMBERSHIP - Membership may be terminated by:

- A. 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 each fiscal year.
- B. Lapsing. A membership will be considered lapsed and automatically terminated if such member's dues remain unpaid after June 1 (60 days after the first day of the fiscal year). (See ARTICLE II – Section 3.)
- C. Expulsion. A membership may be terminated by expulsion as provided in ARTICLE VIII of the By-Laws.

ARTICLE III MEETINGS

Section 1. CLUB MEETINGS. Meetings of the Club shall be held in the Denver metropolitan area at such times during each calendar month as may be designated by the Board of directors. Notification of such meetings shall be made

to the membership or the Board of Directors by the Secretary or through the official publication of the Club.

- 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 or by the Secretary upon receipt of a petition signed by twenty percent (20%) of the Club members who are in good standing. Such special meetings shall be held in the Denver metropolitan area and at such hour and place as may be designated by the person or persons authorized herein to call such meetings. Written notice of such meeting shall be mailed at least five (5) days and not more than fifteen (15) days prior to the date of the meetings; and said notice shall state the purpose of the meeting, and no other Club business may be transacted thereat.
- Section 3. **BOARD MEETINGS.** Meetings of the board of directors shall be held each month within the greater Denver area or via telephone conference call or via video conference at such hour and place as may be designated by the board. Written notice of each such 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. **QUORUM.** A minimum of twenty percent (20%) of the eligible voters must be present to constitute a quorum of any regular or special meeting. The quorum for a meeting of the Board of Directors shall be a majority of the Board.

ARTICLE IV

- Section 1. **BOARD OF DIRECTORS.** The control and management of the Club shall be vested in a Board of Directors which shall consist of nine members. They shall be elected annually at the March meeting of the Club, which meeting shall be considered the Annual meeting. The Board of Directors shall be constituted of the officers of the Club: The President, Past President, Vice-President, Treasurer, Secretary, and four others.
- Section 2. **OFFICERS.** The Club's officers consisting of the President, Vice-President, Treasurer, Secretary and shall serve in their respective capacities both with regard to the Club and its meetings, and the Board and its meetings.
- A. **President.** The President shall be the administrative and the executive head of the Club. The President shall exercise general supervision over the business and affairs of the Club, and call such meetings as provided in these By-Laws. The President shall preside at all meetings of the Club and of the Board of Directors. The President shall appoint members to serve on all standing and special committees, subject to the approval of the Board of Directors, and vacancies in said committees shall be filled in the same manner. The President shall be an ex-officio member of all committees. The President shall perform all duties which the Board of Directors of the Club, at any regular or special meeting, may require of him; and the President shall perform all other duties usually attached to

the office of the President. The President shall be authorized to receive and disburse Club moneys in the event of the incapacitation of the Treasurer and subject to the approval of the Board or Director or by vote of the Club.

- B. Vice-President. 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. Treasurer. The Treasurer shall collect and receive all moneys due or belonging to the club. Moneys shall be deposited in a bank designated by the board, in the name of the club. The books shall at all times be open to inspection by the board and a report shall be given at every meeting on the condition of the club's finances and every item of receipt or payment not before reported; and at the annual meeting an accounting shall be rendered of all moneys received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the board of directors shall determine.
- D. The offices of Secretary and Treasurer may be held by the same person, in which case the board shall be comprised of 8 persons.
- E. At the beginning of each fiscal year, an audit of the Club's financial records shall be conducted by two persons appointed by the Board of Directors.
- F. 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; 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 of the members of the club with their addresses, which shall be sent to any member in good standing, upon written request, not more than once every club year, and carry out such other duties as are prescribed in these bylaws.
- G. In the event the Secretary is not the editor of the Club's official publication, the editor of the publication shall be responsible for sending notices of meetings.

Section 3. **ABSENCES.** If an Officer or Board member is absent for three consecutive meetings without sufficient reason acceptable to the Board of Directors, the Board shall declare a vacancy in that position.

Section 4. **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.

Section 5. **COMPENSATION.** No officer or member of the Board of Directors shall receive compensation for services and none shall use the Club as means of private speculation or trade.

ARTICLE V
DELEGATE

Section 1. A delegate to the Basset Hound Club of America shall be appointed by the Board prior to the BHCA Annual Meeting according to the requirements of the By-Laws of the Basset Hound Club of America. This delegate shall report to the Board of Directors when occasion requires and shall discharge all other duties as required by the TBHC Board of Directors. Delegates to other organizations shall be appointed by the Board as the need arises.

ARTICLE VI
THE CLUB YEAR, ANNUAL MEETING, ELECTIONS

Section 1. CLUB YEAR. The Club's fiscal year shall begin on the first (1st) day of April and end on the thirty-first (31st) day of March. 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 March at which time directors and officers for the ensuing year shall be elected by secret, written ballot from among those nominated in accordance with Section 5 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. Four candidates shall be nominated for other positions of the Board, two to hold office for two years and two to hold office for one year. In succeeding elections, two Board members shall be nominated to hold office for two years.

Section 4. NOMINATIONS. No person may be a candidate in a Club election who has not been nominated. During the month of December, the Board shall select a Nominating Committee consisting of three members and one alternate, not more than one of whom may be a member of the Board of Directors. The Secretary shall immediately notify the committeemen and alternate of their selection. The Board shall name a Chairman for the committee and it shall be that person's duty to call a committee meeting which shall be held within two (2) weeks after the committee is notified of its selection.

A. Officers of the Club shall serve for a one year term or until their respective successors are elected. All officers may succeed themselves.

- B. Nominations shall be made from those members in good standing who have attended at least four meetings in the past twelve (12) month period prior to the meeting of the nominating committee.
- C. The committee shall nominate one candidate and preferably two for each office, and four candidates for the other positions on the Board as provided in Section 4 of this Article, and immediately report their nominations to the Secretary in writing.
- D. Upon receipt of the Nominating Committee's report, the Secretary shall forthwith notify each member in writing of the candidates so nominated.
- E. Any person so nominated who refuses to be a candidate for the position to which that person has been nominated shall notify the Secretary in writing within ten (10) days of notification.
- F. Additional nominations may be made before February 10 by written petition to the Secretary signed by five members and endorsed by each additional nominee, signifying that person's willingness to be a candidate. No person may be a candidate for more than one office. The additional nominations which are provided for herein may be made only from among those members who were not nominated by the Nominating Committee or who declined such nomination as above provided. However, no person who has declined the committee's nomination may be nominated by petition for the same position.
- G. As soon as possible after February 10 or at least two (2) weeks in advance of the Annual Meeting, the Secretary shall notify each member of all such additional nominations and shall publish again the report of the Nominating Committee.
- H. Nominations cannot be made at the Annual Meeting or in any manner other than as provided in Article VI – Section 5.

ARTICLE VII 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, field trials, trophies, annual prizes, membership and other fields which may well be served by committees. All actions of 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 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 VIII
GRIEVANCE AND CHARGE PROCEDURES

Section 1. **AMERICAN KENNEL CLUB AND/OR BASSET HOUND CLUB OF AMERICA SUSPENSION.** Any member who is suspended from the privileges of the American Kennel Club and/or the Basset Hound Club of America automatically shall be suspended from the privileges of this Club for a like period.

Section 2. **CHARGES.** Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Use of the Club by any member as a means of private speculation or trade shall be construed to be a valid charge under this Section. Members who are found to be not in compliance with the standards of conduct of the Timberline Basset Hound Club may be subject to charges as outlined in this section.

Written charges with 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 for a Board hearing not less than three (3) weeks nor more than six (6) weeks thereafter.

The Secretary shall promptly send one 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. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interest of the Club it may refuse to entertain jurisdiction.

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 majority vote of those present 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 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 written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties, in writing, 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 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 recommendation of expulsion. The defendant shall have the privilege of appearing in the *defendant's* 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 *or her* own behalf if he *or she* so wishes. Attendees at the meeting shall then vote by secret written ballot on the proposed expulsion. If expulsion is not so voted, the Board's suspension shall stand. A seventy-five percent (75%) vote of those present at the meeting shall be necessary for expulsion.

- Section 5. WAIVE RIGHTS TO LEGAL ACTION. Each member by reason of membership, waives all rights to sue or threaten to sue the Timberline Basset Hound Club, its officers, directors or other members for any alleged damages occurring as a result of any member preferring charges against another member or as a result of the hearing of those charges.

ARTICLE IX PARLIAMENTARY AUTHORITY

- Section 1. ROBERTS RULES OF ORDER. The newest edition of Robert's Rules of Order shall be the authority and govern the Club in the business procedures on all points not covered by the By-Laws.
- Section 2. AMENDMENTS. Amendments to the constitution and bylaws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by 20 percent of the membership in good standing. Amendments proposed by such petition 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 when the petition was received by the Secretary.
- Section 3. The constitution and by-laws may be amended by a 2/3 secret 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 weeks prior to the date of the meeting.

No amendment to the constitution bylaws that is adopted by the Club shall become effective until it has been approved by the Board of Directors of The American Kennel Club.”

ARTICLE X DISSOLUTION

- Section 1. The Club may be dissolved at any time by the written consent of not less than ninety-five percent (95%) of the total voting membership. In the event of 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 or 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 of Directors for the benefit of Basset Hounds.

ARTICLE XI ORDER OF BUSINESS

Section 1. CLUB ORDER 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:

- Roll Call
- Minutes of Last Meeting
- Report of President and Board of Directors
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Election of Officers and Board (at annual meeting)
- Election of New Members
- Unfinished Business
- New Business
- Adjournment

Section 2. BOARD ORDER OF BUSINESS. At meetings of the Board of Directors, the order of business, unless otherwise directed by a majority vote of those present, shall be as follows.

- Reading of minutes of that meeting
- Report of Secretary
- Report of Treasurer
- Report of committees
- Unfinished business
- Election of new members
- New business
- Adjournment