



BERKSHIRE BELGIAN TERVUREN CLUB, INC

CONSTITUTION

SECTION 1: Name of the Club shall be the Berkshire Belgian Tervuren Club.

SECTION 2: Objectives of the Club shall be to:

1. encourage and promote quality in the breeding of pure-bred Belgian Tervuren and to do all possible to bring their natural qualities to perfection.
2. 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 Belgian Tervuren shall be judged.
3. do all in its power to protect and advance the interests the breed and to encourage sportsmanlike competition at all conformation shows and performance trials.
4. conduct sanctioned matches, licensed specialty shows and obedience and performance trials and any other event for which the Club is eligible under the Rules and Regulations of the American Kennel Club.

SECTION 3: Operations. The Club shall be operated as a not-for-for profit organization and no part of any profits or remainder or residue from dues or donations to the club shall be distributed to its members.

SECTION 4: The members of this Club shall adopt and may, from time to time, revise such bylaws as may be required to carry out these objects.



BY-LAWS

ARTICLE I

MEMBERSHIP

SECTION 1: Eligibility. There shall be four (4) types of membership open to all persons eighteen (18) years or older who are in good standing with the American Kennel Club and who subscribe to the purpose of the Berkshire Belgian Tervuren Club.

Regular/Individual membership is open to persons 18 years of age and older and who enjoy all the privileges of the club including voting and holding office.

Household/Dual membership is open to two persons 18 years of age and older living in the same household and who enjoy all the privileges of the club including voting and holding office and will have one vote per individual.

Associate membership is open to persons 18 years of age and older and is entitled to all privileges except voting and holding office. Offered to individuals who live outside the Club's area; also offered to individuals who live in the Club's area but are not active

Life. For those individuals who have been members for a long period of time (usually 20+ years); Life members pay no dues but are eligible to vote and hold office.

SECTION 2: Dues. Membership dues are to be set by the Board of Directors each year at the annual meeting. Dues are payable on or before the first day of January each year. No member may vote whose dues have not been paid for the current year. During the month of November, the Treasurer shall send to each member a statement of his dues for the ensuing year. Any new membership submitted after October 1st shall constitute membership for the next calendar year. Life members shall not pay any dues per calendar year.



SECTION 3: Election to Membership

Application for 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 Constitution and By-Laws as well as the American Belgian Tervuren Club (ABTC) Code of Ethics and must be in good standing with the American Kennel Club (AKC). The applicant shall state their name, address, and occupation and shall carry the endorsement of two members in good standing (the endorsement may not be made by the two individuals of one household). They must also list the function at which they were present. Accompanying the application, the prospective member shall submit dues payable for the current year.

Election to Membership. All applications are to be filed with the Secretary and each application is to be read at the first meeting of the Board following its receipt. If the application receives a majority vote by the Board, the application will be presented to the next regular membership for consideration at which time the club will vote by secret ballot. A 75% approval is required.

Rejection to Membership. Applicants for membership who have been rejected by the Club may not reapply within six months after such rejection.

SECTION 4: Termination of Membership. Membership may be terminated by:

1. 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. Obligations other than Dues are considered a debt to the Club and must be paid in full prior to resignation. Dues obligations are considered a debt to the club and they become due on the first day of the calendar year.
2. Lapsing; a membership shall be considered lapsed and terminated if such member's dues remain unpaid 60 days after the first day of the calendar year, however, the Board may grant an additional 30 days of grace to such delinquent members in meritorious cases. In no case shall a person be entitled to hold office or vote at any Club meeting whose dues are unpaid as of the date of that meeting.
3. Expulsion; A membership may be terminated by expulsion as provided in Article VI, of these by-Laws.



ARTICLE II

MEETINGS

SECTION 1: Club Meetings. Meetings of the club shall be held in the greater Hartford, CT area at least six times a year (preferably October, December, February, April, June and August), and if possible, in conjunction with supported club shows or activities at a place, date and hour designated by the Board of Directors. Written notice of each meeting shall be mailed or e-mailed by the Secretary at least 10 days prior to the date of the meeting/event. The quorum for such meetings shall be 20% of members in good standing.

SECTION 2: Special Club Meetings. Special Club Meetings may be called by the President, or by the Secretary upon request of a petition signed by five members of the club who are in good standing. Such Special Meetings shall be in the greater Hartford, CT area at such date, place and hour as may be designated by the person or persons authorized herein to call such meetings. . Written notice of such shall be e-mailed by the Secretary at least five days, and not more than fifteen days, prior to the date of the meeting and said notice shall state the purpose of the meeting. No other business shall be transacted thereat. The quorum for such meeting shall be 20% of the membership in good standing.

SECTION 3: Board Meetings. The first Board meeting of the newly elected Board shall be held immediately following the annual meeting and election. The other five meetings of the Board of Directors shall be held at least every six (6) months in the greater Hartford, CT area via teleconference and/or video conference at such hour and place as may be designated by the Board. Written notice of each meeting shall be e-mailed by the Secretary to each member of the Board at least 10 days prior to the date of the meeting. The quorum for the Board shall be a majority of the Board.

SECTION 4: Special Board Meetings. Special meetings of the Board may be called upon receipt of written request signed by at least three members of the Board. Such Special Board Meetings shall be held in the greater Hartford, CT area via face-to-face, teleconference and/or video conference at such place, date



and hour as may be designated by the person herein authorized to call such a meeting. Written notice of such meeting shall be e-mailed by the Secretary at least five days, and not more than ten days, prior to the date of the meeting. Any notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for such meeting shall be a majority of the Board.

SECTION 5: Voting. Each member in good standing whose dues are paid for the current year shall be entitled to one (1) vote at any meeting of the Club at which he/she is present. Proxy voting will not be permitted at any club meeting or election.

ARTICLE III

DIRECTORS AND OFFICERS

SECTION 1: Board of Directors. The Board shall be comprised of the President, Vice-President, Secretary and Treasurer and five (5) Directors, all of whom shall be members in good standing and elected for one year terms at the Club's annual meeting as provided in Article IV, and shall serve until their successors are elected. 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, Secretary and Treasurer shall serve in their respective capacities both with regard to the club and its meetings and the Board and its meetings.

1. 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.
2. The Vice-President shall have the duties and exercise the powers of the President in case of the President's death, absence or incapacity.
3. 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. The Secretary 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 of the members of the club with their addresses, and carry out such duties as prescribed in these By-Laws.



4. The Treasurer shall collect and receive all monies due or belonging to the Club. The Treasurer shall deposit the same 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 the Treasurer shall report to them at every meeting the condition of the Club's finances and every item or receipt or payment not before reported. An account of all monies received and expended during the previous fiscal year shall be rendered at the Annual Meeting. The Treasurer shall be bonded in such an amount as the Board of Directors shall deem appropriate.

This is optional:

5. The office of Secretary and the office of Treasurer may be held by the same person, in which case the Board would be comprised of eight (8) persons.



SECTION 3: Vacancies. Any vacancies occurring on the Board, or among the officers, during the year shall be filled until the next annual election by a majority vote of all the members of the Board at its first regular meeting following the vacancy, or at a Special Board meeting called for that purpose, except that a vacancy in the office of the 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.

ARTICLE IV

THE CLUB YEAR, ANNUAL MEETING, ELECTIONS

SECTION 1: Club Year. The Club's 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 upon the conclusion of the election at the Annual Meeting Official Year. The official year of the club shall extend from the election of Officers and Directors at the Annual Meeting until election at the subsequent Annual Meeting.

SECTION 2: Annual Meeting. The annual meeting shall be held in the month of October, at which Officers and Directors for the ensuing year shall be elected by secret, written ballot from among those nominated in accordance with Section 4 of this Article V. They shall take office immediately upon conclusion of the election and each retiring officer shall turn over to his successor in office all properties and records relating to that office within thirty (30) days after the election.

SECTION 3: Elections. The nominating candidate receiving the greatest number of votes for each office shall be declared elected. The five nominated candidates for other positions on the Board who received the greatest number of votes for such position shall be declared elected.

SECTION 6: Nominations. No person may be a candidate in the Club election who has not been nominated. During the month of June the Board shall select a Nominating Committee consisting of three members and two alternates. Not more than one of whom may be a member of the Board. The Secretary shall immediately notify the committee and alternates of their duty to call a committee meeting which shall be held on or before July 1st.

1. The committee shall nominate one candidate for each office and five candidates for the five other positions on the Board, and after securing the consent of each person so nominated shall immediately report their



nominations to the Secretary in writing.

2. Upon receipt of the Nomination Committee's report, the Secretary shall, before July 15th, notify each member in writing of the candidates so nominated.
3. Additional nominations may be made at the August meeting by any member in attendance, provided that the person so nominated does not decline when his name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, the nominator shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. No person may be a candidate for more than one position.
4. Nominations cannot be made at the annual meeting or in any other manner other than as provided in this section.

ARTICLE V

COMMITTEES

SECTION 1: The President, with the approval of the Board, may each year appoint standing committees to advance the work of the Club in such matters as specialty shows, obedience trials, herding trials, trophies, annual prizes, membership, and other files 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 on particular projects.



SECTION 2: Any committee appointed 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 VI

DISCIPLINE

SECTION 1: American Kennel Club Suspension. Any member who is suspended from any of the privileges of the American Kennel Club (AKC) or the American Belgian Tervuren Club (ABTC) 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 interest of the Club or breed. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$50.00 which shall be forfeited if such charges are not sustained by the Board following a hearing. The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board Meeting. The Board shall first consider the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interest of the Club. 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. If the Board entertains the jurisdiction of the charges it shall set a date of a hearing by the Board not less than three weeks or more than six weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by certified 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 the 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 months from the date of the hearing. If it deems this punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In each case, the suspension shall not restrict the defendant's right to appear before his fellow members at the last ensuing Club meeting which concedes the Board's recommendation. Immediately after the Board has reached a decision, its



findings shall be put in written form and be 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. Expulsion of a member from the club may be accomplished only at a Board meeting of the Club following a Board hearing and upon the Board's recommendation as provided in Section 3 of this Article. Such proceeding may occur at a regular or special meeting of the club to be held within 60 days but not earlier than 30 days after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing on his own behalf, although no evidence shall be taken at this meeting. The President shall invite the defendant, if present, to speak on his own behalf if he wishes. The Board shall then vote by secret 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 so 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 addressed to the 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 and must be submitted to the members with recommendation of the Board by the Secretary for a vote within three months of the date when the petition was received by the Secretary.

SECTION 2: The Constitution and By-Laws may be amended 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 e-mailed to each member at least two 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 the event of the 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, 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 ABTC Rescue.

ARTICLE IX

ORDER

SECTION 1: At the meeting 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 the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of the Committees
- Election of Officers and Board (at Annual Meeting)
- Election of new members
- Unfinished Business
- New Business
- Adjournment

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

- Reading of the minutes of last meeting
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Unfinished Business
- New Business
- Adjournment

ARTICLE X



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 bylaws and any other special rules of order the club may adopt.

11/21/2013