

**NEW ENGLAND**  
**CHOW CHOW CLUB, INC.**  
**Constitution & Bylaws**

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# **NEW ENGLAND CHOW CHOW CLUB, INC**

## **Constitution and Bylaw**

Constitution:

### **Article 1. Name, Colors and Objectives.**

#### **Section 1: Name and Colors:**

- (a) The name of the Club shall be the New England Chow Chow Club, Inc.
- (b) The New England Chow Chow Club, Inc colors shall be green and white.

#### **Section 2: The objectives of the Club shall be:**

- (a) To encourage and promote quality in the breeding of purebred Chows 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 Chows 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, performance, and companion events.
- (d) To conduct sanctioned matches, specialty dog shows, and any other events for which the club is eligible under the Rules and Regulations 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 members of the Club shall adopt and may from time to time revise such by-laws as may be required to carry out these objectives.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

### By-Laws

#### **Article I Membership**

**Section 1: Eligibility.** There shall be three types of membership open to those who are in good standing with the American kennel Club and who subscribe to the purposes of this Club.

Individual 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 purpose of this Club. Regular Members enjoy all club privileges including the right to vote and hold office.

Junior Membership which shall be open to children under 18 years of age: a non-voting nonoffice holding membership which may automatically convert to regular membership at age 18.

Honorary Membership may be created for 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 membership if they pay dues.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders, exhibitors, and Chow Chow owners in the immediate area of New England.

**Section 2: Dues.** Membership dues shall be determined by the Board of Directors by June of each year at a figure no greater than twenty-five dollar (\$25.00) for individual memberships or ten dollars (\$10.00) for Junior memberships.

Dues are payable on or before the 1<sup>st</sup>. day of August of each year.

No member whose dues are not paid for the Financial/Fiscal year may vote or be entitled to any other privileges or benefits of membership.

During the month of June, the Treasurer shall send to each member via USPS and/or email a statement of his dues for the ensuing fiscal year. The Treasurer shall send a second statement on August 10th to those members whose dues are unpaid, giving notice of lapse of membership as of September 1<sup>st</sup>.

**Section 3: Election to 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 and the rules and regulations of The American Kennel Club. The application shall state the name, address and occupation of the applicant and it shall carry the endorsement of two members of the Club, in good standing, who shall not be of the same household or the same immediate family as the applicant or each other. The application shall state any additional membership requirements as specified by the club. Accompanying the application, the prospective member shall submit dues payment for the Financial/Fiscal year. All applications for membership are to be filed with the Secretary and each application is to be read at the first meeting of the Club following its receipt. At the next Club meeting, the application shall be voted upon by secret ballot. An affirmative vote of 3/4rds of the members present and voting at that meeting shall be required to elect the applicant. Applicants for membership who have been rejected by the Club can reapply six months after the date of rejection.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

### **Section 4: 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 Secretary. 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 have not been paid by September 1st; however, the Board may grant an additional 30 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of that meeting.

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

### **Article II. Meetings and Voting**

**Section 1: Club Meetings.** Meetings of the Club shall be held within the greater Boston, Massachusetts area during the months of March, June, September, and December at such hour and place as may be designated by the Board of Directors by methods such as electronic, virtual, teleconference or methods as may be developed.

Written notice of each such meeting shall be sent via USPS and/or via email by the Secretary at least twenty (20) days and not more than thirty (30) days prior to the date of the meeting.

The quorum for such meetings shall be ten percent (10%) of the voting members present and in good standing. Non-voting members do not count towards the determination of a quorum.

**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 and voting at any regular or special meeting of the Board; and may also be called by the Secretary upon receipt of a petition signed by five (5) members of the Club who are in good standing.

Such special meetings shall be held by methods such as electronic, virtual, teleconference or methods as may be developed or at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings.

Written notice of such a meeting shall be sent via USPS and/or via email by the Secretary at least twenty (20) days and not more than thirty (30) days prior to the date of the meeting and 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 ten percent of the eligible voting members present. Non-voting members do not count towards the determination of a quorum.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

**Section 3: Board Meetings.** Meetings of the Board of Directors shall be held one hour before the regular club meeting during the months of March, June, September and December by methods such as electronic, virtual, teleconference or methods as may be developed.

Written notice of each such meeting shall be sent via USPS and/or via email by the Secretary at least twenty (20) days and not more than thirty (30) days prior to the date of the meeting.

The quorum for such a meeting shall be a majority of the Board present.

Non-voting members do not count towards determination of a quorum.

**Section 4: Special Board Meetings.** Special meetings of the Board may be called by the President; and shall be called by the Secretary upon receipt of a written request signed by at least three members of the Board.

Such special meetings shall be held by methods such as electronic, virtual, teleconference or methods as may be developed in such place, date and hour as may be designated by the person authorized herein to call such a meeting.

Written notice of such a meeting shall be sent via USPS and/or via email by the Secretary at least twenty (20) days and not more than thirty (30) days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other Club business shall be transacted thereat.

The quorum for such a meeting shall be a majority of the Board. Non-voting members do not count towards the determination of a quorum.

**Section 5: Voting.** Each member in good standing whose dues are paid for the Financial/Fiscal year shall be entitled to one vote at any meeting of the Club at which the member is present.

Proxy voting at any Club meeting or election will not be permitted.

There shall be no voting by mail except for the election of the Judge for the Club's Specialty Show, and for such other items as a majority of the Board of Directors shall elect to submit to the membership for its approval or opinion.

### **Article III. Directors and Officers.**

**Section 1: Board of Directors.** The Board shall be comprised of the President, Vice President, Secretary, Treasurer and five other persons all of whom shall be members in good standing and all of whom shall be 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.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

**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.

(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 the case of the President's death, absence, or incapacity.

(c) 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 members of the Club with their addresses, which shall be sent to any member in good standing, upon written request, once every club year, and carry out such other duties as are prescribed in these by-laws.

(d) The Treasurer shall collect and receive all moneys 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 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. There shall be an annual audit by a committee of three members appointed by the Board. This audit must be completed before the annual meeting and reported on at the annual meeting. The Club shall be insured in such amount and through a type of policy as the Board shall determine which will cover the actions of the Treasurer.

(e) The offices of Secretary and Treasurer may be held by the same person in which case the Board shall be comprised of the officers and six other persons.

**Section 3: Vacancies.** Any vacancies occurring on the Board or among the offices during the year shall be filled until the next annual election by a majority vote of all the then members of the Board at its first regular meeting following the creation of such vacancy, or at a Special Board Meeting called for that purpose, except that a vacancy in the office of President shall automatically be filled by the Vice President for the remainder of the term and the resulting vacancy in the Office of Vice President shall be filled by the Board.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

**Article IV.** The Club's Financial/Fiscal Year, Annual Meeting, Elections, Official Year

**Section 1: Financial/Fiscal year.** The Club's Financial/Fiscal year shall begin on the 1st day of August and end on the 31st day of July. 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 September 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. 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 pertaining to that office within 30 days after the election.

**Section 3: Nominations.** During the month of March, 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 persons and alternates of their selection. The Board shall name a chair for the committee, and it shall be such person's duty to call a committee meeting, which shall be held on or before June 30th.

(a) The Committee shall nominate at least one candidate for each office and five candidates for the five other positions on the Board and shall procure the acceptance of each nominee so chosen and shall immediately report their nominations to the Secretary in writing.

(b) Upon receipt of the Nominating Committee's report, the Secretary shall before July 31st notify each member in writing of the candidates so nominated.

(c) Additional nominations may be made at the September 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, his/her proposer shall present to the Secretary a written statement from the proposed candidate signifying his/her willingness to be a candidate. No person may be a candidate for more than one position except for Secretary-Treasurer.

(d) Nominations cannot be made in any manner other than as provided in this section.

**Section 4: Elections.** The nominated candidates receiving the greatest number of votes for each office shall be declared elected. If no valid additional nominations are received on or before September 1, the nominating Committee's slate shall be declared elected, and no balloting will be required. Any uncontested position should be automatically elected.



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## Constitution and Bylaws

### **Article V. Committees.**

**Section 1:** The Board may each year appoint standing committees to advance the work of the Club in such matters as the specialty shows, performance events, trophies, annual prizes, membership 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.

**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 VI. Discipline.**

**Section 1: American Kennel Club Suspension.** Any member who is suspended from any of the privileges of The American Kennel Club shall be suspended from the privileges of this Club for a like period. American Kennel Club suspensions are published on the Secretary's page of the AKC Gazette.

**Section 2: Advertising.** No member of this Club may state in any printed materials or written advertisements for his stock or kennel that he/she is a member of this Club. To refer to membership in this Club in any such advertisement would be a violation of these By-Laws and would subject such a member to disciplinary action.

**Section 3: Selling.** No member of this Club may sell Chows to dealers or to pet shops. To do so would subject such a member to disciplinary action.

**Section 4: Charges.** Any individual member may prefer charges against another individual member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written notarized charges containing specific facts signed under oath 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 or entertained 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 whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club or breed. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club or 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 appointed by the Board not less than 3 weeks nor more than 6 weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by certified mail return receipt requested or other form of receipted or acknowledged delivery and set forth a time and place at which the accused may attend and present any defense, call witnesses, or answer questions.

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**Section 5: Board Hearing.** If the Board has a hearing, the Board or a committee appointed by the Board may hear the charges, The Board or the Board's appointed committee shall have complete authority to decide whether counsel may attend the hearing, but both complainant and accused shall be treated uniformly in that regard. Should the charges be sustained, after hearing all the evidence and testimony presented by complainant and accused, the Board or the Board's appointed committee may by a majority vote of those present reprimand\* or suspend the accused from all privileges of the Club for not more than six months from the date of the hearing. And, if the Board or the Board's appointed committee deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. Immediately after the Board or the Board's appointed committee has reached a decision, its finding shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the Board's or the Board's appointed committee's decision and penalty, if any.

**Section 6: Expulsion.** Expulsion of a member from this 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 5 of this Article. Such a 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 accused shall have the privilege of appearing though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the accused, if present, to speak if so desired. The members shall then vote by secret written 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 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 2:** 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 sent via USPS and/or via email to each member at least two weeks prior to the date of the meeting.

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

### **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 good standing.

In the event of the dissolution of the Club other than for purposes of reorganization whether voluntary or involuntary or by operation of the 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 unless prohibited by State Law.

### **Article IX. 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:

1. Roll Call
2. Reading of minutes of last meeting
3. Report of President
4. Report of Secretary
5. Report of Treasurer
6. Reports of Committees
7. Election of Officers and Board (at annual meeting)
8. Election of new members
9. Unfinished business
10. New business
11. Adjournment

# NEW ENGLAND CHOW CHOW CLUB, INC

## Constitution and Bylaws

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

1. Reading of minutes of last meeting
2. Report of Secretary
3. Report of Treasurer
4. Reports of Committees
5. Unfinished business
6. New business
7. Adjournment

### **Article X. Parliamentary Authority**

**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.

\* Reprimand—A written warning to a member after charges have been filed in accordance with the bylaws, and it is determined that the member’s conduct was not severe enough to warrant a suspension or a recommendation for expulsion.