

CLUB VI ONTARIO BY-LAWS

ARTICLE 1 - MEMBERSHIP

1.1 MEMBERSHIP YEAR

The membership year of the Club shall be from the first of January to the thirty-first of December.

1.2 MEMBERSHIP REQUIREMENTS

- 1.2.1 Membership shall be open to all persons with an interest in the Group Six breeds who are in accord with the Purposes and Objectives of the Club.
- 1.2.2 Members of CVIO must be members in good standing with the CKC.
- 1.2.3 Applications for membership are to be sent to the Secretary and must be on the appropriate form as approved by the Board and contain the following:
 - (a) the completed and signed form;
 - (b) the prescribed fee; and
 - (c) except for Founding Members, the signature of a sponsor who is an existing CVIO member in good standing.
- 1.2.4 Applicants for membership must own at least one dog of the Group Six breeds when making application.
- 1.2.5 The Board of Directors shall have the authority to reject any application not meeting all requirements. Memberships accepted by the Board shall be published in the next edition of the CVIO Newsletter for comment. Any comments received shall be dealt with at the meeting of the Board of Directors held following the application being published for comment and the application shall be approved or denied at this meeting.
- 1.2.6 No member, with the exception of Founding Members, shall have a vote or may hold office until they have become an Ordinary Member.

1.3 CLASSES OF MEMBERSHIP

- 1.3.1 **FOUNDING MEMBERSHIP:** shall be accorded to those individuals who are 18 years of age and older and hold membership in CVIO when the Club applies to the CKC for recognition. Founding Members may be voted to Life Membership after being members for at least ten years following the recognition of CVIO by the CKC.
- 1.3.2 **ASSOCIATE MEMBERSHIP** shall be granted to those individuals who are 18 years of age and older who have met the requirements of Section 1.2. Associate Members shall have no voting privileges;
- 1.3.3 **ORDINARY MEMBERSHIP** shall be granted to persons who are 18 years of age or older, who has been an Associate Member for one year, who are legal residents of Ontario and who are members in good standing with the CKC. Ordinary Members may vote at all General meetings and elections;
- 1.3.4 **ORDINARY HOUSEHOLD MEMBERSHIP** shall be granted to persons who are 18 years of age or older who have met the requirements for Ordinary Membership and who cohabit in the same domicile. Each household member will have a vote to a maximum of 3 votes per household.
- 1.3.5 **JUNIOR MEMBERSHIP** is open to those persons who have not reached the age of 18 years. Junior members do not pay dues and shall not have voting rights in the Club. Junior members who have been a member of CVIO for a period of one year or more automatically become Ordinary members upon reaching their 18th birthday and having paid the respective annual dues.

- 1.3.6 LIFE MEMBERSHIP may be granted to Founding Members who have been continuous members for at least ten years after recognition of CVIO by the CKC. Life Membership may be granted to Ordinary Members who have made outstanding contributions to the Club and their respective Group VI breeds(s) over a long period of time and who have been continuous members of CVIO for at least fifteen years. Proposed names will be nominated by the Board of Directors and must be voted for by the general membership by a two-thirds majority vote. Life Members do not pay dues, but do have voting privileges.
- 1.3.7 HONOURARY MEMBERSHIP may be granted to individuals who have made outstanding contributions to the Club and/or Group Six over a long period of time. Honourary Membership may also be granted to individuals who have made outstanding contributions to the canine fancy over a long period of time. Proposed names will be nominated by the Board of Directors and must be voted for by the general membership by a two-thirds majority vote. Honourary members neither pay dues nor may they hold office or have voting privileges.

1.4 DISCIPLINE

- 1.4.1 Any member of CVIO who is suspended from the privileges of the Canadian Kennel Club automatically shall be suspended from the Club. Loss of privileges will be for the same period as the CKC suspension.
- 1.4.2 A member may be disciplined by the Board of Directors of CVIO for conduct prejudicial to the best interest of the Club or any Group Six breed. Upon receipt of an official complaint, the Board of Directors shall appoint a disciplinary committee which shall consist of two members of the Board plus one other Ordinary member in good standing. The Committee shall then notify the member of the complaint by registered mail and set a date for a hearing. The committee shall then hear the complaint (oral or written) and submit a report and recommendation to the Board for final action. The Board may dismiss the complaint or apply a suitable action such as a letter of reprimand, a request for an apology, suspension or expulsion.

1.5 TERMINATION OF MEMBERSHIP

- 1.5.1 Resignation – Any member in good standing may resign from the Club upon written notice and payment of any financial indebtedness to the club.
- 1.5.2 Lapsing – If a member's dues remain unpaid as of March 31 of the calendar year, the membership will be considered as lapsed and automatically terminated. A lapsed membership may be reinstated at any time prior to the end of the respective year by payment of the annual dues. If the membership is not reinstated, the lapsed member must submit an application to rejoin the Club.
- 1.5.3 Expulsion – Expulsion of a member may be effected only by recommendation from the Board, following action under Section 1.4 Discipline. A motion to this effect will be circulated amongst all members and a two-thirds vote, of those responding, in favour of expulsion will be necessary.

ARTICLE 2 – ORGANIZATION

2.1 EXECUTIVE OFFICERS AND DIRECTORS

- 2.1.1 Executive Officers and Directors of CVIO shall be members in good standing of the Club and shall be legal residents of Ontario.
- 2.1.2 The Board of Directors shall be comprised of the President, Past-President, Vice-President, Secretary, Treasurer and one Director elected or appointed from each of the CKC Ontario Zones. Where a branch has been created in a CKC Zone, the members from that branch will elect or appoint the Director.
- 2.1.3 The property and business of the Club shall be managed by the Board.

- 2.1.4 The Board will assume office on January 1 following an election and hold office for two years or until such time as another Board is elected.
- 2.1.5 Vacancies occurring on the Board during the term of office shall be filled by election of a majority vote of the Board, except for vacancy in the office of President which is filled by the Vice-President.

2.2 DUTIES OF EXECUTIVE OFFICERS

- 2.2.1 The President shall:
- (a) be the Chief Executive Officer;
 - (b) automatically is a member ex officio of all committees;
 - (c) with the aid of the Secretary, have charge of all external correspondence;
 - (d) chair all Executive, Board and General meetings; and
 - (e) have the deciding vote when equality is reached in any voting.
- 2.2.2 The Past-President shall:
- (a) act as an advisor to the President; and
 - (b) undertake any other tasks assigned by the President or the Board.
- 2.2.3 The Vice-President shall:
- (a) have responsibility for the Club newsletter's editorship team;
 - (b) perform all the duties and exercise the powers of the President in the absence of the President or in the case of the President's death or incapacity; and
 - (c) undertake any other tasks assigned by the President or the Board.
- 2.2.4 The Secretary shall:
- (a) record, transcribe and maintain all minutes of Executive, Board and General meetings;
 - (b) have charge of Club internal correspondence;
 - (c) have charge of external correspondence as directed by the Board through the President;
 - (d) keep an up-to-date roll of all members; and
 - (e) be responsible for the record centre and produce subsequent lists and documents as required.
- 2.2.5 The Treasurer shall:
- (a) collect and receive all monies due or belonging to the Club;
 - (b) deposit same with a Chartered Bank or Credit Union in an account in the name of the Club;
 - (c) co-sign, with the Secretary or President or other Board appointed officer (as necessitated by geography) all cheques issued by the Club;
 - (d) provide quarterly detailed financial reports to the Board and an annual detailed report to all members;
 - (e) keep the financial books opened at all times for inspection by the Executive; and
 - (f) have the financial records audited annually or as required by a member other than those with signing authority or an outside individual as directed by the Board or the Membership.
- 2.2.6 The above described duties may be from time to time assigned to another officer; however, the responsibilities for their effective completion cannot be transferred or delegated.
- 2.2.7 Where a Regional Branch of CVIO has been approved, the Executive of that Branch shall consist of a Branch Chairperson and three Directors. Each branch must provide quarterly reports to the Club on any activities and/or meetings held by the Branch.

2.3 ELECTIONS

- 2.3.1 A nomination ballot shall be sent to all members no later than June 30 in an election year. If possible, this ballot may be included in a quarterly newsletter. All nominations for office must be received by the Secretary, in writing, prior to the deadline established. The Secretary will contact all persons nominated and determine their willingness to stand.

2.3.2 Election ballots shall be sent to all Ordinary and Founding members in good standing no later than September 30 of the election year. If possible, this ballot may be included in a quarterly newsletter. The ballots returned by the deadline will be counted by an election officer and a witness appointed by the Board. Whenever possible, this is to be the CKC Director of the CKC zone where the Secretary resides. Zone Directors will be voted on only by members residing in that respective zone.

2.3.3 A majority of voting members shall prevail.

2.4 COMMITTEES

2.4.1 The Board shall appoint such committees it deems necessary to further the aims of the Club.

2.4.2 Upon completion of the tasks assigned to the respective Committee, that Committee shall automatically be dissolved.

ARTICLE 3 - CONDUCT OF THE CLUB

3.1 MEETINGS

3.1.1 Board of Directors Meetings

The Board of Directors will meet at least once quarterly. These meetings should be held in conjunction with all breed shows in Ontario or at events sponsored by the Club. Where it is not possible to meet physically, a conference call meeting may be called, however, this is to be the exception, not the rule. The Board will be active throughout the year by communicating and conducting business via motions, voted on by all Board members. Quorum for a Board of Directors meeting shall be 50%+1 of the serving Board.

3.1.2 General Meetings

There will be a minimum of two Regular General Meetings per year – the Annual General Meeting and a Regular General Meeting. These meetings shall be at least four months apart. Quorum for a General Meeting shall be eight members, two of which must be members of the Board of Directors.

3.1.3 Annual General Meeting

This meeting should be held in conjunction with the Annual Specialty show. Its purpose will be to give reports of the Treasurer, all committees and the Board of Directors and to encourage dialogue amongst all members of the Club. Amendments to the Constitution shall be voted on at the Annual General Meeting.

3.1.4 Regular General Meeting

This meeting will be held at a location and on a date determined by the Board and communicated to all members a minimum of thirty days prior to the meeting being convened. The agenda will be set by the Board but will include a Treasurer's Report and a report from the Board on any activities since the previous General Meeting.

3.1.5 Branch Meetings

Branches should hold regular meetings, open to all members of the Club, with only branch members having a vote on Branch matters. Twenty-one days written or e-mailed notice of a Branch meeting is required.

3.1.6 Use of E-Mail

E-mail correspondence may be utilized to put forward individual motions on items deemed urgent by the Executive of the Club. The voting received shall be recorded by the Secretary and officially reported at the next meeting.

3.2 OFFICIAL PUBLICATION

3.2.1 The Club VI Ontario Newsletter shall be the official (quarterly) publication.

3.2.2 The Board shall appoint the Editor of the newsletter.

- 3.2.3 The Editor may receive the help of an Editorship Team.
- 3.2.4 Deadlines for all editions shall be printed in each issue.
- 3.2.5 The following statement is to be included in each issue of the Newsletter: “This newsletter is the official publication of the Club VI Ontario (CVIO). Any opinions expressed herein are those of the respective author and not necessarily those of the Editor(s) or the Board of CVIO. The Editor(s) reserve the right to reasonably edit all material submitted for publication. Permission to reprint is granted, provided that proper credit is given to the author, CVIO, and the Newsletter.”
- 3.2.6 The Board’s reports and minutes shall be published in an administrative section of the newsletter (including the authors’ names).

3.3 VOTING

- 3.3.1 The Board will make motions from time to time and circulate them to the members for voting. Matters of significance to all members must be democratically voted on by all voting members. These matters must include such items as location and names of judges for Specialties and Standing Resolutions. Any member may petition the Board to entertain a motion but the Board will reserve the right to circulate such motions.
- 3.3.2 The Board will form committees as required from time to time to discuss and formulate propositions concerning any topic or any needed changes to the Constitution and By-Laws. These committees will be comprised of members from all zones and will have any proposals printed in rough draft for comments by individual members. Brief written comments will be published to committee members and matters will be thoroughly discussed before any final drafts are submitted to the Board for approval and to the membership for voting.

3.4 FINANCE

- 3.4.1 The financial year of the Club shall commence on the first day of January and shall conclude on the last day of December.
- 3.4.2 All monies due or belonging to the Club shall be governed as per 2.2.5 (Duties of the Treasurer).
- 3.4.3 Dues:
- (a) The membership shall be charged fees as detailed in a Standing Resolution attached to these By-Laws.
 - (b) Any new member having paid a membership fee after October 1 of any year shall be deemed to have paid the dues for the ensuing year.
- 3.4.4 No member whose dues are not paid for the current year shall vote.
- 3.4.5 The Treasurer will officially advise all members in the final issue of the Newsletter of the necessity of renewing their membership for the following year. This shall be the only mandatory members’ notice for their dues which shall be payable on or before the 1st day of January of each year.

ARTICLE 4 - BRANCHES OF THE CLUB

- 4.1 The Board may approve regional branches of CVIO from time to time. These branches must be consistent with the geographic area of operation of the CKC zones or a combination of zones.
- 4.2 Individuals wishing to form a branch of the CVIO must make a written request to the Secretary for Board consideration.

- 4.3 The branches will further the aims of the CVIO and be governed by an Executive as described in xx. This executive will be elected by branch members. The branch will also elect a representative Director to the Club Board of Directors.
- 4.4 The Branch may establish their own bank account but must give financial report to Club Treasurer quarterly. Any amounts exceeding an amount set in a Standing Resolution attached to these By-Laws will be transferred to the Club's general account.
- 4.5 Branches may hold Boosters, Regional Specialties or host the Annual Specialty with the approval of the Board of Directors of CVIO. These activities must be applied for and approved annually.
- 4.6 If a Branch remains inactive for a period of two years, all assets will be transferred to the general account of the Club.

ARTICLE 5 - PROCEDURE

All meetings of the Club, its Branches, and of its governing bodies and all other matters of practice and procedure not otherwise herein specified shall be governed by the 'Common Law of Procedure of Canada, Roberts' Rules of Order', current edition.

ARTICLE 6 - REVISION OF THE BY-LAWS

The members of the Club may, from time to time, revise the By-Laws of CVIO as may be required to carry out the Club's purposes and objectives. Such amendments must be submitted to the voting membership and will require a sixty-six and two-thirds percent majority of the membership to be accepted.

ARTICLE 7 - DISSOLUTION

Should CVIO remain inactive for a period of two (2) years or should seventy-five percent of its membership decide to dissolve the Club, all assets will be converted to cash and transferred by way of certified cheque or bank draft to the Ontario Veterinary College Pet Trust to be utilized for canine research.