

# **CONSTITUTION OF THE SAPPHIRE NETHERLAND DWARF RABBIT CLUB**

## **Effective**

### **ARTICLE I**

#### **Name**

**Section #1. This organization shall be known and designated by the name set forth in these articles as: Sapphire Netherland Dwarf Rabbit Club, which may also be referred to as SNDRC for purposes of abbreviation.**

### **ARTICLE II**

#### **Objective**

**Section #1. To promote and encourage the development and exhibition of the Netherland Dwarf Rabbit breed.**

**Section #2. To offer memberships on an annual basis to persons interested in breeding and exhibiting the breed.**

**Section #3. To offer an opportunity for Netherland Dwarf breeders to meet on a regular basis to share knowledge and experience among them, thereby offering support to the membership.**

**Section #4. To Sanction the Netherland Dwarf in at least one show per year.**

### **ARTICLE III**

## **Affiliation**

**Section #1. This Club shall be chartered and operated as a State specialty club of the American Rabbit Breeders Association.**

**Section#2. This Club shall be affiliated with the American Netherland Dwarf Rabbit Club.**

## **ARTICLE IV**

### **Membership**

**Section #1. Any person may become a member of this Club upon payment of dues, as provided in the by-laws, and so doing, agrees to comply with all rules, regulations and mandates of the Club.**

**Section #2. Each new fully paid membership shall have access to a copy of the Constitution, and By-Laws of the Club.**

**Section #3. All members in good standing shall have the right to vote at general membership meetings of the Club, except youth members under the age of 15 who shall not have the right to vote or pursue or hold elected office.**

## **ARTICLE V**

### **Authority**

**Section #1. The Club shall have the right to make such laws, establish such rules and adopt such regulations as may be necessary for the governing of it's members.**

**Section #2. The Club shall require it's members to obey the mandates of the American Rabbit Breeders Association pertaining to it's Standard of Perfection and ethics pertaining to the industry so long as they do not conflict with state or federal laws.**

**Section #3. Roberts Rules of Order shall be considered as the final authority for this Club in all matters requiring more than casual**

**discussion, and for items not specifically covered by this Constitution and By-Laws.**

## **ARTICLE VI**

### **Officers and Directors**

**Section #1. The elective officers of this Club shall consist of President, Vice President, Secretary, Treasurer and three Directors. The offices of Secretary and Treasurer may be combined. The Board of Directors includes the president, Vice President, Secretary, Treasurer and three elected Directors. Each member shall have voting rights at all meetings of the Club. The "executive officers" shall include President, Vice President, Secretary and Treasurer.**

**Section #2. The President may fill by appointment, any elective office that becomes vacant during the year.**

## **ARTICLE VII**

### **Duties of Officers and Directors**

**Section #1. The President shall preside over all meetings of the Club and act as chairman of the Board of Directors. He/She shall have the authority to appoint special committees as needed and will call special meetings in accordance with the Constitution. The President will maintain an updated master copy of the Constitution and By-Laws and see that all of the officers of the organization are performing the duties to each office.**

**Section #2. The Vice President shall have the same duties as the President in the event of his/her absence or disability. The Vice President shall also maintain an inventory list of all the property belonging to the Club. The Vice President shall also cast the deciding vote in the event of a tie vote in any matter voted on by the Board.**

**Section#3. The SECRETARY shall maintain accurate minutes of all meetings of the Club, including show committee meetings, keeping a**

**copy for the permanent record of the Club, as well as providing one copy to the webmaster within one week of the meeting. The secretary will carry out all correspondence for the Club, as directed by the President and the Board of Directors, and maintain all copies for the permanent record, which are to be passed on to the next elected Secretary.**

**Section #4. The TREASURER shall collect and account for all funds of the club including those of the show committee, pay all bills approved for payment by the Board of Directors, and maintain all club monies in accounts with local financial institution(s) under the Club name as established by the Board of Directors. He/She will make reports of account balances, expenditures and receipts at each meeting for the Club. An appointed committee shall audit the Treasurer's books at the end of his/her term of office, or at any time the Board of Directors deems it necessary. The Treasurer shall maintain accurate membership list and forward copies of the list and changes to it as they occur to the webmaster and to the President of the Club.**

**Section#5. If Secretary and Treasurers offices are combined, that office shall have the duties of both the Secretary and Treasurer.**

**Section #6. The duties of the Board of Directors shall include attendance of all general and special meetings of the Club, voting on all motions brought before it, authorizing expenditures of all funds and entrance into any contracts by and for the Club, representing, in good faith, the purpose of the Club.**

## **ARTICLE VIII**

### **Amendments**

**Section #1. The constitution/or by-laws may be amended by a two-thirds (2/3) majority vote of the membership present, provided there is a quorum present of at least seven (7) members.**

**Section #2. Any proposed amendment to the constitution and/or by-laws may be presented for a vote by the membership provided:**

- a) It is in writing, signed by at least three (3) members in good standing, and is delivered to the Board of Directors no less than sixty (60) days prior to the general membership meeting at which a vote will be taken.**
- b) The proposed amendment is published to the membership no less than thirty (30) days prior to the general membership meeting at which the vote will be taken.**

**Section#3. Any amendment so approved by vote of the membership shall be effective thirty (30) days thereafter.**

## **ARTICLE IX**

### **Meetings**

**Section #1. This Club shall hold meetings at such a time and place as designated in the By-Laws.**

## **ARTICLE X**

### **Disbandment of the Club**

**Section #1. In the event that the Club is disbanded, all Club assets shall be converted to cash (to extent possible), all liabilities settled, and the balance of the holdings shall be donated to the American Netherland Dwarf Rabbit Club Scholarship fund.**

## **BY\_LAWS OF THE CONSTITUTION OF SAPPHIRE NETHERLAND DWARF RABBIT CLUB**

**Section #1. The Club shall hold a general membership meeting.**

**Section #2. The Board of Directors shall meet in conjunction with the general membership meeting or at such other time requested by the president and agreed upon by the Board.**

**Section #3. At any meeting of the Club four (4) members of the Board of Directors shall constitute a quorum.**

**Section #4. The meetings of the Board of Directors shall be open to the membership for attendance and discussion, but all items to be brought before the Board for voting may only be voted on by members of the Board of Directors.**

**Section #6. Only members in good standing may vote at any meeting of the Club.**

**Section #7. The order of business at all general membership meeting shall be as follows:**

- a) Attendance Sheet shall be passed through and signed by all person's present, members or not. Electronic signatures are acceptable in the event of a virtual meeting.**
- b) If appropriate, verbal introductions may be called for by the President.**
- c) The minutes of the last meeting shall be read and approved.**
- d) The Treasurer shall make a report.**
- e) The President, Vice President, or Board Member shall make all announcements and conduct all business.**

## **ARTICLE II**

### **Membership**

**Section #1. Membership dues shall be due by January 1<sup>st</sup> with a grace period until January 25th of each calendar year.**

**Section #2. The annual membership dues shall be as follows, and must accompany each applicant and/or renewal:**

**Youth: \$ 5.00- all individual members age 17 years and younger**

**Individual: \$8.00-any individual age 18 or older**

**Family or 2 or more people at the same address: \$15.00-any number of members of a family residing in the same household; provided, however, any children of the family membership must be 17 years or younger. The names of the members of the family shall be stated on the membership application, and shall share a single mailing address for Club mailings.**

**Section #3. Each adult member and youth 15 -17 years of age shall have one vote.**

**Section #4. Youth members under the age of 15 shall be entitled to all privileges of a full membership except the right to vote or pursue or hold an elected office.**

**Section #5. On or before December 1st of each calendar year the secretary shall send a email or postcard (for members that don't have email only) reminder to each member that club dues are due in January of the upcoming year.**

**Section #6. Responsibilities of membership:**

- a) No member shall knowingly sell diseased stock, misrepresent the quality of any stock offered, or sell any stock with a disqualification as set forth in ARBA Standard of Perfection (unless said disqualification is fully disclosed to the buyer).**
- b) Each member shall work to fulfill the purpose of the Club, uphold the provisions of the Constitution and By-Laws, and express good sportsmanship and courtesy to fellow members in all club affairs and shows.**

## **ARTICLE III**

### **Elections**

**Section #1: Nominations and Voting: Nominations and voting for officers shall commence for one or more positions if the Officers and Board Members deem necessary through a majority vote. From that point, there shall be a period of two weeks allowed for nominations then voting to commence during a General Membership Meeting to be held two weeks after that. A notice to all members about the meeting shall be made no less than two weeks before the meeting.**

**Section #2. Candidates: Any member in good standing (except youth under the age of 15) may place his/her name, or have it placed, in nomination for any elected office to be voted on at the general membership meeting. If any such office does not have at least one nominee, then the President shall appoint a member to fill the office and no election for that office shall be held.**

**Section #3. Voting: Election for each office shall be by written secret ballot. The President shall appoint two elective officers, whose positions are not part of the election, to serve as the Election Committee. The Election Committee shall tabulate the votes, certify them to the Secretary, and announce the results of the election at the General Membership Meeting. In the event of a tie vote for any office, a run off election shall be held before the adjournment of the meeting. All election ballots shall be retained by the Secretary for a period of one year after the election.**

## **ARTICLE IV**

### **Board of Directors**

**(Executive officers and Board members)**

**Section #1. All Board members must be members in good standing of both the American Netherland Dwarf Rabbit Club and the American**



**Rabbit Breeders Association, and be an owner and breeder of the Netherland Dwarf rabbit. Failure to maintain this will result in removal from office. In this case, the President shall give due warning to the Board member, who shall have no more than thirty (30) days to comply, after which time, the President will declare the office vacant and appoint a replacement.**

**Section #2. Any Board member may be removed from office by a majority vote of the membership if that person is not upholding the Constitution and By-Laws, otherwise fails to perform their duties, and/or shows lack of interest in Club matters.**

**Section #3. Any Board member absent without notice, and reasonable cause from three consecutive meetings of the Board of Directors shall be deemed to have vacated that office. The president shall fill by appointment the vacant position until the next election.**

**Section #4. There shall be no limit as to the number of terms of office that an individual may serve as an Executive Officer, or as a Director. Only one member may hold Executive Office at any given time unless the paid membership falls below fifteen (15).**

**Section #5. The term of office for all Officers and Directors shall be at least three years unless the Officers and Board Members vote to hold an election for that position prior to three years.**

## **ARTICLE V**

### **COMMITTEES**

**Section #1. The President may appoint, from time to time, committees in addition to the standing committees, as may be necessary and proper to conduct the affairs of the Club. A committee term shall be for one year.**

**Section #2. All committees must report to the Board of Directors. All actions of any committee are subject to the approval of the Board of Directors.**

**Section #3. The Board of Directors shall appropriate any and all Club funds to be used by any committee.**

**Section #4. Standing Committees: May consist of one or more members appointed by the president, and are:**

**a) The Web site Committee- Responsible for maintaining and updating the Official SNDRC Web site to inform the membership of current activities of the Club, and upcoming events, among other things. If a member does not have access to internet, it is up to the web site committee to print the pages of the site and mail it to those members.**

**b) The Show Committee- This committee shall conduct the business of putting on a shows follows:**

- 1. Schedule meetings as needed, in conjunction with SNDRC meetings or otherwise.**
- 2. Appoint a Show Superintendent and Show Secretary by majority vote of the committee. The Show Superintendent shall serve as chairman of this committee.**
- 3. Delegate the Clubs Treasurer to keep accurate accounts of all show related income and expenses and prepare a detailed report for each show in the year.**
- 4. Delegate the Clubs Secretary to keep minutes at all show committee meetings.**
- 5. Delegate the Show Secretary to handle all entries, sanctions and reports as required.**
- 6. Delegate the Show Superintendent/Chairman to be in charge of the planning of the show, conduct at the show, to arbitrate all disputes and preside over all show committee meetings.**
- 7. Appoint a person to be in charge of awards.**

**8. Tender to the Board of Directors for approval the names of ARBA judges recommended by the committee for each show.**

## **ARTICLE VI**

### **Interpretation and Discipline**

**Section #1. All notices required to be sent to any members shall be emailed or if appropriate mailed to his/her address as both appear on the membership application and such mailing shall be presumptive evidence of service.**

**Section #2. All business transactions are to be conducted under the Club name only.**

**Section #3. The interpretation by the Board of Directors of the Constitution and By-Laws, rules, regulations, notices, resolutions and of the Club documents and orders shall be binding upon all members of this Club.**

**Section #4. The Board of Directors by a majority vote, expel or reject an application for membership or renewal providing charges have been preferred by another member. The lack of good sportsmanship or other action detrimental to the objectives of the Club will likewise be grounds for expulsion.**

**Section #5. A member against whom charges have been preferred shall be fully informed by the Secretary and given thirty (30) days to reply before action is taken by the Board of Directors.**

**Section #6. Any person expelled or rejected may be eligible for reinstatement after a period of one (1) year, upon authority of the Board of Directors.**

## **ARTICLE VII**

### **Web site Policy**

**Section #1. The Webmaster has the right to accept or decline for publication any article, unless specifically directed otherwise by the Board of Directors.**

**Section #2. Advertising prices as established by the Board of Directors shall be listed on the web site.**