

**CONSTITUTION and BY-LAWS**  
**Calusa Dog Agility Club**

**CONSTITUTION**

Article I  
Name and Objectives

- Section 1      The name of the Club shall be the Calusa Dog Agility Club.
- Section 2      The objectives of the Club shall be to:
- a. Promote and publicize dog sports, including but not limited to dog agility and tracking.
  - b. Provide learning opportunities for members to develop skills and abilities in handling
  - c. Provide opportunities for competition
  - d. Share knowledge regarding training and handling methods
  - e. Promote and maintain a philosophy of positive attitudes
  - f. Promote the humane treatment of dogs
  - g. Encourage our members to train at the venue of their choice
  - h. To conduct dog sport 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 of 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 bylaws as may be required to carry out these objectives.

**BYLAWS**

Article I  
Membership

- Section 1      Eligibility. There shall be six types of membership open to persons are in good standing and who subscribe to the purposes of this Club.
- a. A Regular (Individual) membership is open to all persons 18 years of age and older. This membership enjoys all Club privileges, including the right to vote and hold office.
  - b. A Family membership is open to all persons 18 years of age and older. This membership includes two (2) adult members residing in the same household, each eligible to vote and hold office.
  - c. An Associate membership is open to all persons 18 years of age and older. This member is entitled to all Club privileges except voting and office holding. This type of membership is usually offered to

individuals who live outside of the Club's area but can also be offered to individuals who live in the Club's area but are not active.

- d. A Junior membership is open to persons under 18 years of age. This is a non-voting / non-office holding membership which may automatically convert to regular membership at age 18.
- e. An Honorary membership is open to persons who have made significant contributions to the Sport or Club. Honorary members pay no dues and are not eligible to vote, but can maintain Regular (Individual) membership if they pay dues.
- f. A Life membership is open to 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.

While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the exhibitors in its immediate area.

## Section 2

Dues. The Board of Directors will determine annual dues for the Club. Dues for a Regular (Individual) membership shall not exceed \$60 per year; dues for a Family membership shall not exceed \$100 per year, dues for an Associate membership shall not exceed \$30 per year and dues for a Junior membership shall not exceed \$30 per year. Dues are payable on or before January 1 of each year. In October, the Club Treasurer will send each member a statement of dues for the ensuing year. If a member pays dues between October 1 and January 1, that person shall be considered paid in full for the upcoming year. Members who have not paid their dues shall not be eligible to vote.

## Section 3

Election to Membership. Each applicant for membership shall be required to:

- a. Attend at least one Club meeting in order to be introduced to the membership.
- b. Volunteer in at least one Club activity which may include training sessions, run-throughs, matches, trials, demonstrations, committees or other Club sponsored events or activities approved by the Board.
- c. After having fulfilled the requirements of (a) and (b) above, submit an application form, approved by the Board of Directors, which provides that the applicant agrees to abide by the Constitution, Bylaws and rules of the Club, and includes the signatures of at least two Club members in good standing as sponsors. All applications are to be filed with the Club Secretary. Accompanying the application, the prospective member shall submit dues payment for the current year.
- d. Each application is to be read at the first meeting of the Club following its receipt. The application will be voted upon and affirmative votes of 2/3 of the members present and voting by secret ballot at that meeting shall be required to elect the applicant to membership.

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

Applicants who have been accepted by the Club are expected to abide by the Club's "Code of Sportsmanship". (See Appendix A)

- Section 4 Termination of Membership. Membership in the Club 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. Obligations other than dues are considered a debt to the Club and must be paid in full prior to resignation.
  - b. Lapsing. A membership shall be considered lapsed and automatically terminated if dues remain unpaid 30 days after the first day of the fiscal year. However, the Board may grant an additional 60 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. Expulsion. A membership may be terminated by expulsion upon agreement by a majority of those voting at a regular meeting when the expulsion is proposed as provided in Article VI of these By-Laws.

A terminated member may reapply for membership.

Article II  
Meetings and Voting

- Section 1 Club Meetings. Meetings of the Club shall be held each month in the Fort Myers, FL area (or within 60 miles of Fort Myers, FL) at such date, place and time as designated by the Board of Directors. Written notice of each such meeting shall be mailed by the Secretary at least 10 days prior to the date of the meeting. All Club notices must be sent either via the US Postal Service or e-mail. The quorum for each meeting shall be 20% of the members in good standing.
- Section 2 Special Meetings. Special Club meetings may be called by the President or by a majority vote of the Board of Directors who are present and voting at any regular or special meeting of the Board; and shall be called by the Secretary upon receipt of a petition signed by five members of the Club who are in good standing. Such special meetings shall be held in Fort Myers, FL area (or within 60 miles of Fort Myers, FL) at a place, date and time designated by the Board of Directors. Written notice of such a meeting shall be mailed by the Secretary at least five days and not more than 15 days prior to the date of the meeting, and shall state the purpose of such meeting and no other Club business may be transacted thereat. The quorum for such a meeting is 20% of the members in good standing.
- Section 3 Board of Director Meetings. Meetings of the Board shall be held in the Fort Myers, FL area (or within 60 miles of Fort Myers, FL) at such date, place and time as 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. Board meetings must be held a minimum of 6 times per year.
- Section 4 Special Board Meetings. Special meetings of the Board may be called by the President or by a majority vote of the Board of Directors who are present and voting at any regular or special meeting of the Board and shall be held in Fort Myers, FL area (or within 60 miles of Fort Myers, FL) at a place, date and time

designated by the Board of Directors. Written notice of such meeting shall be mailed by the Secretary at least five days and not more than 10 days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. The quorum for such a meeting shall be a majority of the Board.

Section 5 Voting. A person holding a regular (individual) membership who is in good standing and who has paid dues for the current membership year is entitled to one vote at any meeting of the Club at which he or she is present. Participants in a family membership are entitled to a total of two votes under those same conditions. At least two members must be present to claim the right to two votes. Absentee voting or voting by proxy is not 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, all of whom shall be members of 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.

Section 2 Officers and Duties. The Club's officers consisting of 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 the Club's Constitution and By-Laws.
- b. 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. 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. He/she shall have charge of 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 other duties as are prescribed in the Club Constitution and By-Laws.
- d. The Treasurer shall collect and receive all moneys due to or belonging to the Club and receipt therefore. He/she shall deposit the same in a bank satisfactory to the Board, in the name of the Club. He/she shall also write checks for expenses incurred by Club officers in the performance of required Club duties when presented with a receipt for such expenses, and for expenses incurred by Club members in the fulfillment of their roles in special projects, providing that these expenses have the prior approval of the Club officers and

can be documented by receipts. The financial records, including receipts, shall at all times be available for the inspection of any member of the Board. The Treasurer shall report the condition of the Club's finances at every meeting including every item of receipt or payment not previously reported; and at the annual meeting, he/she shall render an account 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.

- e. The offices of Secretary and Treasurer may be held by the same person.

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 the 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 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 first day of January and end on the last day of December.

The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue thru the election at the next annual meeting.

Section 2 Annual Meeting. The annual meeting shall be held in the month of January, at which Officers and Directors for the ensuing year shall be elected by secret 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 success in office all properties and records relating to that office within 30 days after the election.

Section 3 Elections. The nominated candidates receiving the greatest number of votes for each office shall be declared elected.

Section 4 Nominations. No person may be a candidate in a Club election who has not been nominated; no person may be nominated without his/her prior agreement. A Nominating committee shall be selected during the month of October. The Nominating committee should meet by November 1. The Secretary shall mail written notice of the nominated candidates to each member at least 2 weeks prior to the December meeting, at which additional nominations may be made. Nominations cannot be made in any manner other than as provided in this section.

#### Article V

#### Committees

Section 1 Committees, Special Projects and Events. The Board may each year appoint standing committees to advance the work of the Club in such matters as 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.

Committee Chairpersons, in cooperation with members of the committee, shall develop project budgets, if appropriate, to be submitted for the approval of the Board before incurring expenses.

- a. Committee Chairpersons shall prepare financial reports of income and expenses for specific projects for the Board and Treasurer.
- b. Committee Chairpersons shall be responsible for verifying all project expenses, including unanticipated expenses, with appropriate receipts.

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 Any member who is suspended from the privileges of membership in any local or national dog organization for violations of standards that apply to sportsmanship, handling, ethics, or personal behavior shall be automatically suspended from the privileges of this Club for a like period.

Section 2 Charges. An individual member may prefer charges against another individual member for alleged misconduct prejudicial to the best interests of the Club. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$100, 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, and 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. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interests of the Club, it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges, it shall fix a date for a hearing by the Board not less than three weeks nor more than six weeks thereafter. The Secretary shall promptly send one copy of the charges and the specifications 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/her own defense and bring witnesses if he/she 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 complainant and defendant, the Board may by a majority vote of those present reprimand or 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/her fellow members at the ensuing Club meeting which considers the Board's recommendation. Immediately after the Board has reached a decision, it 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 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 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 in his/her own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's finding and recommendation and shall invite the defendant, if present, to speak in his/her own behalf if he/she wishes. The members 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 Proposing Amendments. Amendments to the Constitution and Bylaws may be proposed by the Board or Directors or by written petition addressed to the Secretary signed by 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 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 Voting. The Constitution and Bylaws may be amended by a two-thirds (2/3) secret vote of the members present and voting at any regular or special meeting called for the purpose, provided that the proposed amendments have been included in the notice of the meeting and mailed to each member at least one week prior to the date of the meeting.

#### Article VIII Dissolution

Section 1 Dissolution. The Club may be dissolved at any time by written consent of no less than two-thirds (2/3) of the members in good standing. In the event of dissolution of the Club other than for the purposes of reorganization whether voluntary or involuntary or by operation of the 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. After payment of the debts of the Club, its property and assets shall be given to charitable organizations for the benefit of dogs selected by the Board of Directors.

Article IX  
Order of Business

Section 1 Club Meetings. At the meetings of the Club, the order of business, so far as the character and nature of the business may permit, shall be as follows:

- a. Member sign-in
- b. Call to order
- c. Reading & approval of minutes of last meeting
- d. President's report
- e. Secretary's report
- f. Treasurer's report
- g. Committee reports
- h. Correspondence
- i. Election of Officers (at annual meeting)
- j. Evaluation of membership applications
- k. Voting on membership applications
- l. Old business
- m. New business
- n. Information exchange / Brags
- o. Adjournment

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

- a. Reading of the minutes of last meeting
- b. President's report
- c. Secretary's report
- d. Treasurer's report
- e. Committee reports
- f. Old business
- g. New business
- h. Information exchange / Brags
- i. Adjournment

Article X  
Parliamentary Procedure

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.

*Appendix A*  
*Calusa Dog Agility Club Code of Sportsmanship*

As a club member with a shared goal of fostering a cooperative, positive experience for all, I commit to the following code of sportsmanship:

- Sportsmen respect the history, traditions and integrity of dog sports.
- Sportsmen commit themselves to values of fair play, honesty, courtesy, and vigorous competition, as well as winning and losing with grace.
- Sportsmen refuse to compromise their commitment and obligation to dog sports by injecting personal advantage or consideration into their decisions or behavior.
- The sportsman judge judges only on the merits of the dogs and considers no other factors.
- The sportsman judge or exhibitor accepts constructive criticism.
- The sportsman exhibitor declines to enter or exhibit under a judge where it might reasonably appear that the judge's placements could be based on something other than the merits of the dogs.
- The sportsman exhibitor refuses to compromise the impartiality of a judge.
- The sportsman respects the Club constitution and bylaws.
- The sportsman respects the rules, regulations and policies governing sportsmanship, handling, ethics or personal behavior of the local or national dog organizations that they choose to compete under.
- Sportsmen find that vigorous competition and civility are not inconsistent and are able to appreciate the merit of their competition and the effort of competitors.
- Sportsmen welcome, encourage and support newcomers to the sport.
- Sportsmen will deal fairly with all those who trade with them.
- Sportsmen are willing to share honest and open appraisals of both the strengths and weaknesses of their breeding stock.
- Sportsmen spurn any opportunity to take personal advantage of positions offered or bestowed upon them.
- Sportsmen always consider as paramount the welfare of their dog.
- Sportsmen refuse to embarrass the sport, the local or national dog organizations that they choose to compete under, or themselves while taking part in the sport.