

**PACIFIC RIM HUNTING RETRIEVER CLUB  
CONSTITUTION and BYLAWS  
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# **CONSTITUTION**

## **ARTICLE 1 NAME AND AREA OF OPERATION**

### **Section 1 - Name of Club**

The name of the Club shall be the "Pacific Rim Hunting Retriever Club" (hereinafter referred to as "PRHRC" or "Club") and the objectives shall be:

- a) To promote the interests of all Sporting Breeds, while encouraging excellence in sportsmanship.
- b) To encourage and promote responsible ownership and breeding of all Sporting Breeds.
- c) To promote, support and develop the interest of all owners and/or fanciers of all Sporting Breeds encouraging sportsmanlike competition and conduct in all activities for Retrievers, including the usefulness as a conservation partner.
- d) To conduct and promote sanctioned matches and approved licensed events under the respective rules of the Canadian Kennel Club (CKC). Such events include, but are not limited to, hunt tests and working certificate tests and other field events.
- e) To provide positive public relations and educational programs for both the membership and the general public, to encourage all owners and fanciers of Sporting Breeds to strive to bring out and showcase the natural qualities and abilities of their breed(s).

### **Section 2 - Area of Operation**

The geographical area of operation of the Club shall encompass Vancouver Island, in the province of British Columbia.

### **Section 3 – Non-profit Status**

The Club shall not be conducted or operated for profit and no part of any profit or remainder of residue from dues or donations to the Club shall be used to the benefit of any member or individual.

### **Section 4 - Adoption of Constitution and Bylaws**

The members of the Club shall adopt the constitution and bylaws however, amendments and revisions to the constitution and/or bylaws, may be made as necessary. (Refer to Article 13 - Amendments).

# **BYLAWS**

## **ARTICLE 2 MEMBERSHIP AND DUES**

### **Section 1 - Classes of Membership**

There shall be three classes of membership in the Club:

- a) **Ordinary Membership** shall be restricted to persons sixteen (16) years of age or older, who own or are interested in sporting dogs and whose application form has been submitted in writing, accompanied by the appropriate fee, to the Secretary. Ordinary Members shall be entitled to all privileges of the Club. Membership application forms shall be supplied by the Club. An Ordinary Membership is allowed one (1) vote.
- b) **Family Membership** shall consist of those persons who reside at the same address and each individual meets the criteria for ordinary membership. Family Members shall be entitled to all privileges of the Club excepting that only one (1) Family Member may hold Executive office. A Family Membership is limited to two (2) votes.
- c) **Honourary Membership** shall enjoy all the privileges of membership in the Club except for the right to vote or hold Executive office. They shall be free from payment of membership dues. These persons shall be dedicated to the name and objectives of the Club and will have clearly shown this through their deeds, contributions and accomplishments. The acceptance of an Honourary Membership must be passed by an 80% vote of the Membership entitled to vote and present at an Annual General Meeting (AGM), by secret ballot. Five years after acceptance, the Honourary Membership will be reviewed and voted upon to determine if they are to remain as such.
- d) **Life Membership** shall enjoy all the privileges of membership in the Club and shall be free from payment of membership dues. Life Membership may be awarded to those persons who are or have been Ordinary or Family Members in the Club for a minimum of twenty (20) years and have made outstanding contributions to the Club. Any member of the Club may submit a nomination for a Life Membership to the Secretary, who will present the nomination to the Executive. With this recommendation, the nomination for Life Membership shall be presented at an Annual General Meeting of the Club and must be passed by an 75% vote of the Membership entitled to vote and present at an Annual General Meeting (AGM), by secret ballot.

### **Section 2 - Membership Year**

Membership year shall be based on the calendar year (January 1<sup>st</sup> – December 31<sup>st</sup>).

### **Section 3 - Annual Dues**

Annual dues for all classes of membership shall be set from time to time by the Executive, with consultation of the membership at the AGM, and shall be payable at or before the AGM to ensure continuous membership. Dues of Members joining after October 1<sup>st</sup> of each year shall be deemed to cover the following membership year. No member may vote at the AGM, if membership fees have not been paid for the current calendar year.

No member shall be entitled to the privileges of the Club as provided in these Bylaws unless and until all annual dues, fees or monies due to the Club have been paid in full. Continuous membership shall cease at the expiration of thirty (30) days from the AGM unless the Annual Dues for the current year have been paid.

No members shall be entitled privilege of the Club who have been convicted on a charge of cruelty to animals.

No members shall be entitled privilege of the Club who are under suspension or expulsion by the Canadian Kennel Club, Membership privileges may be revoked due to suspension or expulsion by any other affiliated dog club or Association.

#### **Section 4 - Application for Membership**

Application for membership shall be made on a form as prescribed by the Board of Directors, which shall provide that the applicant agrees to abide by the Club's Bylaws and the rules of the Canadian Kennel Club. The application must be accompanied by dues for the current year and forwarded to the Secretary. The name and contact information of the current Secretary or Treasurer shall be published on all membership application forms. The name of the current Secretary shall be published on the website.

#### **Section 5 - Termination of Membership**

Memberships may be terminated as follows:

- a) **By Resignation** - Any member who is not indebted to the Club may resign their membership by notice in writing to the Secretary. They shall continue to be a member until their resignation is accepted by the Executive, whereupon they shall cease to be a Member. Resigned members shall have no right or claim to the Club's property and shall not have any part of their membership fee for the current year refunded.
- b) **By Lapsing** - Any Member failing to pay their membership fee for a given year by 30 days past the AGM shall cease to be a Member of the Club. While their Membership is lapsed, a Member shall not enjoy the rights and privileges accorded to any class of Member.
- c) **By Expulsion or Suspension** - A Membership may be terminated by expulsion or suspension, as provided in Article eleven (11) of these Bylaws.

All debts, dues, or any other financial liabilities owed to the Club by the Member being terminated, must be paid in full. Furthermore, any property or assets owned by the Club that is borrowed, stored or in any way held by the member seeking termination must be returned to an Executive before termination is finalized. Failure to pay outstanding debts or return Club equipment will not be a basis for continued membership

#### **Section 6 - Use of Club Name and Membership Information**

The name and/or logo of the Club may only be used in any correspondence, communications, or commitment of any kind with any publication, club, person, firm, or body incorporated or unincorporated for the purpose of promoting the Club. The name and/or logo of the Club may only be used with the written permission of the Executive and may not be used for personal gain. The Club's membership list may not be used or shared for personal gain.

To comply with the Privacy Act, if any member does not wish their names or personal information disclosed, they have the right to request to withhold their information with the only exception to be to the Executive and the Canadian Kennel Club.

The request to withhold personal information must be made in writing to the Executive via the Secretary. The Secretary will have 30 days to comply with removing their personal information from the membership list. The Executive and the Membership Director will have no responsibility to remove the personal information from previous documents or correspondence.

### **Section 7 - Change of Information**

It shall be the duty of each Member to notify the Secretary of any change of address, phone number, and email address immediately. Any notices issued by the Club to members' addresses, phone numbers, or email addresses previously provided, and appearing on the roll shall be valid notice.

## **ARTICLE 3 OFFICERS**

### **Section 1 Duties**

The officers of the club will be defined as the President, Vice President, Treasurer and Secretary.

- a) **President** - The President shall be Chief Officer of the Club. When present, the President shall preside at all meetings of the Club and the Executive and be an ex-officio member of all committees and shall have the duties and powers normally pertinent to the office of President in addition to those particularly specified in these Bylaws.
- b) **Vice-President** - The Vice-President shall perform such duties and exercise such authority as shall be given to him by the President. In the absence, inability or refusal to act of the President, the Vice-President shall perform the duties of the President. In the event of a vacancy in the office of President, the Vice-President shall automatically fill the office for the unexpired term.
- c) **Treasurer** – The Treasurer shall collect and receive all funds due or belonging to the Club. The Treasurer shall deposit all monies in a bank satisfactory to the Executive, in the name of the Club.

The Treasurer shall pay all bills promptly, retaining invoices for same, provided the indebtedness has been approved and sanctioned by the Executive. The Treasurer shall be responsible for obtaining appropriate Club insurance as required from time to time. The Treasurer shall keep an accurate record of all income and expenses in a ledger provided by the Club and shall report the financial status of the Club as directed by the President. The Treasurer shall prepare and submit for the AGM a one (1) year-end financial report for publication.

The Treasurer's books shall be open at all times for inspection by the Executive.

The application for yearly CKC membership or renewal or the application for membership or renewal to other organizations to which the Club belongs or is affiliated, shall be prepared by the Treasurer and/or Secretary.

The Treasurer shall have the authority to invest available Club funds with the majority consent of the Executive, in writing.

- d) **Secretary** - It shall be the duty of the Secretary to keep a correct, full and impartial account of the proceedings of each General Meeting of the Club. Furthermore, it

shall be the Secretary's duty to read the account of the previous meeting at the next General Meeting of the Club.

The Secretary will attend all meetings of the Club and/or Executive and take minutes of such meetings. Following the reading of any of the above, or both sets of the minutes, if it is necessary that they be corrected or amended, it shall be the responsibility of the Secretary to make such changes.

The Secretary shall have custody of the Minutes Book, records and other property of the Club that they are entitled to be in possession of while holding the Office of Secretary and shall allow the use of or the giving up of the same only under orders of the Executive.

The Secretary shall attend to all printed matter ordered by the Executive and shall purchase such books and stationery as may be required to do the function. The Secretary shall receive and present all correspondence and communication at each General Meeting after which it was received, or for the previous 12 months at the Annual General Meeting.

The application for CKC membership or yearly CKC renewal or the application for membership or renewal to other organizations to which the Club belongs or is affiliated with shall be prepared by the Treasurer and/or Secretary.

The Secretary shall be responsible for all records relating to Club Membership. The Secretary shall receive membership applications and shall forward all monies to the Treasurer in a timely manner. Alternatively, the Secretary may deposit the funds directly, supplying the Treasurer with an account of the deposit made. The Secretary shall be responsible for maintaining a current and complete list of Members showing name, mailing address, email address, phone numbers, date of joining and type of membership.

## **Section 2 - Expiration of Term**

Each Officer, on the expiration of their official term, shall transfer all property whatsoever of the Club in their possession to their successor immediately.

## **Section 3 - Remuneration of Officers, Executive or Members**

Unless authorized at any meeting and then only after notice has been given to the entire Membership in writing by mail or email, no Officer, Executive or Member of the Club shall receive any remuneration for their services.

# **ARTICLE 4 OFFICERS AND EXECUTIVE**

## **Section 1 - Composition, Election of and General Duties**

The Executive shall consist of the Officers - President, Vice President, Secretary, Treasurer and up to one (1) but not more than two (2) other Members, one (1) of which may be the Past President. All shall be Members in good standing with the Club and the Canadian Kennel Club.

The Executive shall be elected at the Annual General Meeting by a majority vote of the members present and voting. Each term will consist of two (2) years, with the exception of the Past President whose term will be one (1) year and shall be for transitional purposes only. No member shall hold more than one executive position at a time. No member shall be eligible to serve more than two consecutive elected terms in the same office.

The Executive shall establish general policies, procedures, and long-range objectives of the Club and shall exercise any necessary authority for the Club, which has not been expressly reserved to the General Membership by these Bylaws.

### **Section 2 - Vacancies**

Any vacancies occurring on the Executive during the year shall be filled until the next annual election by a majority vote of all Members of the Executive at its first regular meeting following the creation of such vacancy, except that a vacancy in the office of President shall be filled automatically by the Vice President. The resulting vacancy in the office of Vice President shall be filled by membership vote at the next General Meeting. A vacancy in an Executive position can occur if the person fails to attend two (2) consecutive board meetings without valid reason as determined by the Executive.

### **Section 3 - Notice of Meeting of the Executive**

Notice shall be given to each Executive not less than five (5) days before the meeting is to take place. Meetings, whether in person or by electronic means, may be held at any time and place with formal notice if all Executives are present or if those absent have been notified of such meetings.

### **Section 4 - Indemnification of Executive**

Subject to the Society Act, each past, present and future Executive, their heirs and assigns shall be indemnified and held harmless by the Club from all claims, cost or expenses arising from any action brought against them as a result of the execution, in good faith, of their duties as an Executive of the Club. This indemnification does not include any claims, costs or expenses arising from the Executives intentional wrongful acts or fraudulent activity

## **ARTICLE 5 POLICY AND PROCEDURES**

All proposals for new policies and procedures and all proposed amendments to existing policy and procedures shall be presented to the Executive for consideration at any regular meeting of the Executive.

Upon approval by the Executive, policies and procedures shall become effective on the date designated by the Executive.

The Executive shall be responsible for the maintenance and enforcement of all Club policy and procedures.

## **ARTICLE 6 MEETINGS**

All Club meetings shall be conducted according to Roberts Rules of Order Revised, so long as they are not inconsistent with the Bylaws of the Club.

### **Section 1 - Annual General Meetings (AGM)**

The AGM shall be a forum for discussion. Proposals shall be heard, and resolutions framed. The AGM shall be held no later than February 28<sup>th</sup> in each calendar year at such time, place and hour as determined by the Executive. At the AGM, the Members shall receive a detailed statement of accounts, assets, and liabilities of the past year, provided by the Treasurer.

Written reports shall be read and made available to the membership from all Officers and Committee Chairs.



Proposals will be heard for choice of dates for any events and business as may be properly brought before the meeting to be conveyed to the Members for voting shall be discussed.

Written notice of the AGM shall be forwarded by telephone or email, by the Secretary to each member at least four (4) weeks prior to the date of the Meeting. Failure to receive duly sent notices through no fault of the Club shall not invalidate any resolution passed or any proceedings taken at any Meeting of the Club.

### **Section 2 - General Meetings (GM)**

The GM's can be held at the discretion of the Executive. GM's of the Club may be called by the Secretary upon the instructions of the President or the Executive by notice by telephone or email to all members at their last known phone number or email address at least eight (8) days prior to the date of such Meeting.

### **Section 3 - Special General Meeting (SGM)**

The Executive shall be obligated to call a Special General Meeting, upon the Secretary receiving a written formal request specifying the purpose(s) for which the meeting is required, signed by at least twenty-five percent (25%) of the members in good standing.

The notice of the meeting shall state the purpose of the meeting and no other club business may be transacted at the meeting. Notice of such meeting shall be by telephone or email to all Members at their last known phone number or email address at least eight (8) days previous to such Meeting. All Members who have requested the meeting must be in attendance for the meeting to be valid.

### **Section 4 - Executive Meetings (EM)**

The first Executive Meeting will be held as soon as possible following the election of the Executive. Other Executive Meetings will be held at times and places as agreed to by a majority of the Executive. The Secretary will issue notice of Executive Meetings to each Executive member at least seven (7) days before the meeting date.

Executive Meetings may be carried out by phone, e-mail, in-person or via some type of electronic means and will be conducted by the President.

### **Section 5 - Voting at Meetings and via Electronic Means**

Any Member of the Club entitled to vote that has not withdrawn from membership or been suspended or expelled as herein provided shall have the right to exercise their vote at any meeting of the Club. Such votes must be made in person only. Proxy voting will not be permitted at any club meeting or election.

All voting on motions at meetings shall be by show of hands and any member may call for a recount of votes immediately after the result has been announced.

A declaration by the Chairperson of the Meeting that a resolution has been, defeated, carried or carried unanimously or by any majority shall be conclusive evidence of the fact.

All voting for any amendments to the Bylaws, whether at a General Meeting or Special General Meeting, shall not be by secret ballot unless the majority of the Members present and entitled to vote request it, or unless otherwise specified by these Bylaws, or it is decided to be appropriate by the President.

Voting by email (or any electronic means) may be required at times, and may be accomplished by either of the following methods:

- a) Should the Executive pass a motion which requires membership approval, an email will be sent to members giving the full details of the motion and requesting approval of the motion,
- b) Should the Bylaws need to be amended via a special resolution, a special resolution to approve, along with the proposed amendments to the Bylaws, will be sent to members via email,
- c) Should an expulsion of a member be required immediately at the discretion of the Executive, a motion to approve the expulsion of the member will be sent to members via email.

For a) above to be passed, when sent out via email, at least 51% majority of the entire membership need to approve before a motion is passed and put into effect.

For either b) or c) above to be passed, when sent out via email, at least two-thirds (2/3) of the entire membership need to approve before a special resolution or expulsion is passed and put into effect.

### **Section 6 - Quorum**

Three (3) Executive Members, which must include the President, shall constitute a quorum at any Executive meeting.

Twenty five percent (25%) of the Members in good standing of the Club shall constitute a quorum at any Annual General Meeting or General Meeting of the Club.

Fifty-one percent (51%) of the Members in good standing of the Club shall constitute a quorum at any Special General Meeting of the Club.

If a quorum is not obtained at any meeting, then no motions will be brought forth.

### **Section 7 - Committees**

Committees may be appointed by the Executive as required from time to time to run competitions, exhibitions, and tests, or other club events or to perform duties of any kind. Any committee appointment may be terminated by a majority vote of the Executive upon written notice being sent to the appointee, and the Executive may appoint a successor to the person whose services have been terminated.

## **ARTICLE 7 ORDER OF BUSINESS**

### **Section 1 - Order of Business**

The order of business at all Meetings of the Club and of the Executive, except in the case of a Special Resolution, shall be as follows:

- a) Roll call - Record of Officers and members present
- b) Reading of the minutes of the last meeting
- c) Report of the Officers and Executive
- d) Report of committees
- e) Reading of correspondence
- f) Business arising out of correspondence
- g) Unfinished business
- h) New business

- i) Discussion of topics in the interest and welfare of the Club
- k) Adjournment

## **Section 2 - Governance of Conduct of Meetings**

The Club shall be governed in the conduct of its meetings by parliamentary procedure, unless otherwise provided in the Bylaws, and it shall be the duty of the presiding Officer to rigidly enforce the Rules of Order. The authority for questions of procedure shall be the most current edition of Roberts Rules of Order.

## **ARTICLE 8 EXECUTIVE ELECTIONS, NOMINATIONS AND BALLOTING**

### **Section 1 - Elections**

The nominated candidate receiving the greatest number of votes for each office shall be declared elected.

Elections shall be arranged so that no more than two (2) of the four (4) Officers shall be elected in any one year. In the first election, the President, Treasurer and Director(s) shall be elected for even year terms. The Vice-President and Secretary shall be elected for odd terms. In all subsequent elections, all Officers and Directors shall be elected for two (2) year terms.

### **Section 2 - Nominations**

A Nominating Committee, consisting of the Vice-President and two (2) Ordinary Members, shall be appointed on an annual basis, at least two (2) months prior to each Annual General Meeting. The Nominating Committee shall present a slate of nominees for consideration for election as Executive at least four (4) weeks prior to the Annual General Meeting.

Club members in good standing may forward to the Nominating Committee additional nominees provided the nomination is accompanied by the written consent of the nominee. Names of all candidates are then to be forwarded to membership via mail or email, with the notice of the Annual General Meeting.

Before nominations take place, the Secretary shall present a record of all members in good standing that are present at the meeting. Only members in good standing shall be eligible to vote.

As a final attempt to fill vacant Executive positions should the Nominating Committee be unable to find and present a slate of nominees for consideration for election as Officers or Executive, nominations can be made at the Annual General Meeting.

No Member absent from the Annual General Meeting or General Meeting where an election takes place for any Executive position may be nominated unless a written statement signed by the absent member is presented to the Secretary, signifying his/her intention to stand for election.

The Nominating Committee may conduct its business in person, by phone, mail or email or other electronic means.

### **Section 3 - Balloting**

Executive elections will be conducted by secret ballot at the AGM. The names and qualifications of those nominated shall be distributed via mail or email with the notice of the AGM, at least four (4) weeks prior to the meeting. The completed secret ballots are to be tabulated by a Scrutineer, appointed by the Vice-President, and who is not a nominee. The ballots are to be disposed of seven days after the election.

## **ARTICLE 9 EVENTS**

### **Section 1 - Governance of Events**

The Executive shall govern all Events held by the Club. The Club shall adopt such rules and regulations for the conduct of trials and tests as are defined by current Canadian Kennel Club rules and regulations or the rules and regulations for conduct of trials and tests as defined by any other recognized sporting dog clubs or associations adopted by the Executive, as they see fit.

## **ARTICLE 10 FINANCIAL AFFAIRS**

### **Section 1 - Club Fiscal Year**

The Club's fiscal year shall be based on the calendar year (January 1 to December 31).

### **Section 2 - Non-Profit Status**

The Club shall not be conducted or operated for profit and no part of any profit or remainder of residue from dues or donations to the Club shall be used to the benefit of any member or individual.

### **Section 3 – Cheque Signing Authority**

All cheques drawn on the account of the Club must be signed by the Treasurer and one (1) of the Officers (President, Vice-President or Secretary) of the Club. No two (2) co-signers may be living in the same household.

### **Section 4 - Expenditures**

Any single expenditure not already approved in the annual budget exceeding \$1,000, whether to acquire a fixed asset or pay an expense, will require the approval of the membership. Such approval may be voted on at a General Meeting or via email voting (as outlined in Article 6, Section 4 of these Bylaws).

### **Section 5 - Post Event Disclosure**

The Executive or its appointee shall complete, within thirty (30) days after the close of any Event, a complete statement of all matters, financial and otherwise, relating to the Event.

### **Section 6 - Auditing**

The books, accounts and records of the Treasurer shall be audited at least once each year by a duly qualified accountant, or by two members of the Club assigned for that purpose by the Executive who are not members of the Executive.

### **Section 7 – Financial Statements**

A complete and proper statement of the standing of the books, for the previous year, shall be submitted by the assigned auditor(s) at the Annual General Meeting of the Club.

The books and records of the Club may be inspected by any member of the Club at the Annual General Meeting provided for herein or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same.

Each member of the Executive shall at all times have access to such books and records.

## **ARTICLE 11 DISCIPLINE**

### **Section 1 - Suspension by the Canadian Kennel Club or any Recognized Dog Clubs or Associations**

Any Member, who is suspended, disbarred, expelled or deprived of privileges of the Canadian Kennel Club, will automatically be suspended from the privileges of the Club for the same period. Any Member, who is suspended, disbarred, expelled or deprived of privileges of any other recognized Dog Club or Association, after review by the Executive, may be suspended from the privileges of the Club for the same period. Upon completion of the suspension period, that member may reapply as a new member for membership as set forth in Article 2 Section 4 of these Bylaws.

### **Section 2 - Complaints**

Any Member in good standing with the Club may submit charges against a member for alleged misconduct prejudicial to the best interests of the Club. Written charges with specifications must be filed with the Secretary together with a deposit of \$100.00, which shall be forfeited, if such charges are found to be without merit or not prejudicial to the best interests of the Club, by the Executive alone, or a Committee following a hearing.

Should the charged individual be a member of the Executive, they shall step down from office, until such time as the charges are resolved. Other members of the Executive shall assume responsibility for performing the essential duties of said office. Should a complaint be laid against the Secretary, then the President shall act in accordance with these by-laws.

The Secretary shall promptly (within 10 days) send a copy of the charges to each Member of the Executive or present them at an Executive meeting, and the Executive 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 Executive 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 Executive entertains jurisdiction of the charges, it shall fix a date of hearing by the Executive or a Committee of not less than three (3) members of the Executive, not less than three (3) weeks nor more than six (6) weeks thereafter.

The Secretary shall promptly send one copy of the charges to the accused member by registered mail, or by electronic means that provides proof of receipt, together with a notice of the hearing and an assurance that the defendant may personally appear in their own defense and bring witnesses that may testify on their behalf, if requested by the member.

### **Section 3 - Hearing**

The Executive or appointed Committee shall have complete authority to decide whether counsel or witnesses may attend the hearing, but both the 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 Executive or appointed Committee may, by a simple majority vote of the Executive or appointed Committee, suspend the defendant from all privileges of the Club for not more than six (6) months from the date of the hearing, unless the suspension may be effective with a recommendation for expulsion, in which case the suspension may be effective until the next Annual General Meeting, even if that will occur after six months.

If the Executive or appointed Committee deems the punishment of suspension 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 their fellow members at the ensuing Club Meeting, which considers the recommendation of the Executive or appointed Committee. Immediately after the Executive or appointed Committee has reached a decision, its findings shall be put into written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the decision and penalty, if any.

#### **Section 4 - Expulsion**

Expulsion from the Club may be accomplished by either of the two following methods:

- a) at an Annual General Meeting or Special General Meeting of the Club following a proper hearing and upon the recommendation of the Executive or appointed Committee being provided as stated in Article 2 Section 5c). The President shall read the complaint and report the findings and recommendations of the Executive or appointed Committee and shall invite the defendant, if present, to speak on their own behalf. The members shall then vote by secret ballot on the proposed expulsion. A two-thirds (2/3) vote of those present and eligible to vote shall be necessary for expulsion.
- b) at the discretion of the Executive, expulsion may also take place by mail-in or email vote requiring 2/3 majority of all eligible voting members in favour of expulsion.

### **ARTICLE 12 BYLAWS**

The Bylaws of the Club shall bind each member fully, as though he had subscribed his name and affixed his signature thereto. The Bylaws shall be duplicated or printed, and a copy delivered to each member at the time of joining.

No member shall be absolved from the effect of these Bylaws or any allegation of not having received it, or of ignorance of its contents or meaning.

### **ARTICLE 13 CONSTITUTION and BYLAW AMENDMENTS**

#### **Section 1 - Amendments**

The Constitution and/or Bylaws of the Club shall not be rescinded, altered or added to except by special resolution as defined in the BC Societies Act.

Amendments of these Constitution and/or Bylaws shall be proposed by the Executive in writing and sent to the membership twenty-one (21) days prior to the Annual General Meeting or such special general meeting as may be called for that purpose, by the Executive. Each amendment shall be discussed and voted on separately pursuant to Article 6. Amendments of these Constitution and/or Bylaws shall not be made at any other time. Amendments shall be approved by special resolution by a two-thirds (2/3) majority vote of the Quorum of members present at the meeting pursuant to Article 6, or by two-thirds (2/3) of the membership, if voting by electronic means.

Any Member in good standing may forward a proposal for amendments to the Constitution and/or Bylaws. The proposal must be made in writing and be forwarded to the Executive with signatures of at least five (5) members who are in favour of the specified amendment.

## **Section 2 - Canadian Kennel Club Approval**

No amendment to the Constitution and Bylaws shall become effective until they have been approved by the Canadian Kennel Club.

## **Section 3 – British Columbia Registry Submission**

Any amendments of the Constitution and Bylaws must be submitted to BC Registry Services, in accordance with the BC Societies Act by the Club Secretary.

## **ARTICLE 14 BOOKS AND RECORDS**

### **Section 1 - Keeping of Books and Records**

The Executive shall ensure that all necessary books and records of the Club required by the BC Societies Act or by these Bylaws are regularly and properly kept by the Club.

### **Section 2 - Records Office**

The books and records of the Club shall be kept at such place on Vancouver Island as the Executive sees fit.

### **Section 3 - Inspection of Books and Records by Members**

Any member in good standing who wishes to inspect the books and records of the Club shall forward a written request (delivered by mail or email) to the Secretary and, at their next Meeting, the Executive shall designate a time and place at which such books and records may be inspected by such member, or their representative (at their cost). No Member shall be entitled to remove any books or records. No Member shall copy any portion of the books or records without prior approval from the Executive. All inspections shall be performed in the presence of a member of the Executive.

## **ARTICLE 15 DISSOLUTION**

### **Section 1 - Dissolution of the Club**

Upon dissolution, the Pacific Rim Hunting Retriever Club will notify and provide the Canadian Kennel Club with a written document indicating that 2/3 of the club members indicating they are in favor of the decision to dissolve the club at a Special General Meeting held for the same purpose.

### **Section 2 - Dissolution of Assets**

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 Club's property or assets shall be distributed to any club members. All funds, property and assets remaining after the satisfaction of debts and liabilities shall be given or transferred at the discretion of the Executive of the Club to selected organizations which will best support the purposes of the Pacific Rim Hunting Retriever Club, provided that such organizations are recognized as non-profit organizations under the BC Societies Act or as charitable organizations under the Income Tax Act.

*April 13th, 2021*