

**Dachshund Club of Greater Ontario
Constitution**

ARTICLE I

NAME AND PURPOSE

SECTION 1 – NAME

The name of the Club shall be “The Dachshund Club of Greater Ontario” herein referred to as the “Club”.

SECTION 2 – AFFILIATION

The Club shall work in co-operation with The Canadian Kennel Club and other Regional Dachshund Clubs, and may further affiliate itself with organizations devoted to the aims and purposes of the Club.

The purpose of the Club shall be the encouragement and development of purebred Dachshunds by:

- a) accepting the standard of the breed as approved by the Canadian Kennel Club;
- b) educating members and the public at large in the benefits of purebred Dachshunds;
- c) encouraging participation by conducting licensed specialty shows, sanction matches, obedience trials, exhibitions and boosters under the rules of The Canadian Kennel Club as well as seminars and information for breeders;
- d) the Club shall be operated on a non-profit basis, any resulting surplus shall not be used to the benefit of any member of the Club.

SECTION 4 – AREA OF OPERATION

The area of operation of the Club shall be Ontario – West of Kingston to the western boundary of Ontario.

BY-LAWS

ARTICLE I

MEMBERSHIP

SECTION 1 – MEMBERSHIP YEAR

January first to December thirty-first of each year.

SECTION 2 – ELIGIBILITY

Active membership shall be open to all persons who subscribe to the purpose of the Club, and are in good standing with The Canadian Kennel Club. Membership in the Canadian Kennel Club is not required for membership in the Club.

Associate membership same as above.

SECTION 3 – CLASSES OF MEMBERSHIP

There shall be three classes of membership:

- a) **ACTIVE** – voting members whom may hold office and enjoy all privileges: breeder/owner/exhibitor/fancier of purebred Dachshunds, must be a resident of Ontario.
 - b) **ASSOCIATE** – shall not be entitled to vote or hold office, but may enjoy all other privileges: breeder/owner/exhibitor/fancier, non-residents of Ontario
- JUNIOR** - ages 8 to 14 years

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- c) **HONORARY** – Persons who have made outstanding contributions to Dachshunds, elected by a simple majority vote at an Annual General Meeting shall not be entitled to vote or hold office.

DUES – No member may vote whose dues for the current year are not paid. Dues shall be as follows and may be changed periodically by the Board:

- | | |
|---------------------------|---------|
| a) Active Member | \$15.00 |
| b) Associate Member | \$12.00 |
| c) Honorary Member | EXEMPT |
| d) Juniors (8 – 14 years) | \$5.00 |

SECTION 4 – ADMISSION TO MEMBERSHIP

- a) each applicant for membership shall apply on a form as approved by the Board of Directors. The application shall provide that the applicant agrees to abide by the Constitution, By-Laws, Code of Ethics of the Club and the rules of The Canadian Kennel Club. The application shall state the name and address of the applicant and it shall carry the endorsement of two voting members. The prospective member shall submit dues payable for the current year.

SECTION 5 – APPROVAL OF MEMBERSHIP

Applicants will be elected by the general membership. Affirmative votes of 2/3 of the voting members present shall be required.

SECTION 6 – REJECTION OF MEMBERSHIP

Any applicant who has been rejected must be provided in writing with a reason for such rejection.

SECTION 7 – TERMINATION OF MEMBERSHIP

- a) by resignation; any member may resign from the Club upon written notice to the Secretary
- b) by lapsing; a membership will be considered as lapsed and automatically terminated if dues remain unpaid 60 days after the first day of the fiscal year
- c) by expulsion; expulsion of a member from the Club shall be accomplished at an Annual General Meeting of the Club following a proper hearing and upon the recommendation of the Board or Committee being provided as stated in Section 3 of this Article. The president shall read the complaint and report the findings and recommendations of the Board or appointed committee, and shall invite the defendant, if present, to speak on his own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present shall be necessary for expulsion. At the discretion of the Board, expulsion may also take place by mail-in vote consisting of a 2./3 majority of all eligible voting members in favour of expulsion. Proxy voting is not permitted.
- d) any member who is suspended from The Canadian Kennel Club shall automatically be suspended from the Dachshund Club of Greater Ontario for a like period.

ARTICLE II

ORGANIZATION

SECTION 1 – NOMINATIONS

- a) Officers and Directors must be Canadian Kennel Club Regular Members in good standing and residents of Canada. Only voting members in good standing with the Club may stand for election of Officers and Directors at the Annual General Meeting.

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- b) Two months before the elections the Secretary shall mail a nomination form to all voting members.
- c) Nominations must be signed by two voting members in good standing.
- d) Nominations must be accompanied by the written acceptance of the nominee.
- e) Nominations must be submitted to the Secretary within twenty-one days.
- f) Thirty days before the election, the Secretary shall mail to each voting member in good standing a ballot listing all the nominees for each office, together with a blank envelope and a return envelope addressed to the Secretary, marked "Ballot" and bearing the name of the member to whom it was sent.
- g) Nominations can be made at the election meeting.
- h) All elections must be conducted by secret ballot.
- i) Proxies are not permitted.

SECTION 2 – ELECTIONS

- a) Officers and Directors shall be elected for a period of two years.
- b) At the election meeting two scrutineers shall:
 - 1) check to ensure that ballots have been returned only by members in good standing
 - 2) count the ballots and certify the results to the meeting
 - 3) Officers and Directors are eligible for re-election

SECTION 3 – OFFICERS AND DIRECTORS OF THE CLUB

The officers of the Club shall be a President, Vice-President, Secretary and Treasurer.

The Executive of the Club shall consist of the above officers and the immediate Past President. The Board of Directors of the Club shall consist of the Executive. The number of Directors to be increased as required.

SECTION 4 – DUTIES OF OFFICERS AND DIRECTORS

- a) **President:** 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, and shall be ex-officio of all committees.
- b) **Vice-President:** The Vice-President shall have the duties and exercise the powers of the President in the event of the President's absence.
- c) **Secretary:** The Secretary shall keep minutes and record all meetings of the Club, the Board and of all matters of which a record shall be ordered by the Club. The Secretary shall have charge of the correspondence, notify members of meetings, new members of their acceptance of membership, Officers and Directors of their election to office, and keep a roll of the members of the club and their addresses and telephone numbers.
- d) **Treasurer:** The Treasurer shall collect and receive all monies due or belonging to the Club, and shall deposit it in a Government Bank approved by the Board. The Treasurer shall report the Club's finances at meetings and when requested. The books shall at all times be open for inspection by the Board. The Treasurer shall render an account of all monies received and expended during the previous fiscal year at the Annual General Meeting. The books shall be audited by the Board or by an auditor appointed by the Board.
- e) **Directors:** Directors shall have the duties and powers normally appurtenant to the position.
- f) **Vacancies:** Should a vacancy occur on the Board, the Board may appoint a member of the club to fill the vacancy. Should a vacancy occur in the office of President, such vacancy shall be filled automatically by the Vice-President and the resulting vacancy in the office of Vice-President shall be filled by a majority vote of the Board.

SECTION 5 – CLUB YEAR

The Club's fiscal year shall begin on the 1st day of January and end on the 31st day of December.

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SECTION 6 – FINANCE

A club must have a separate and independent bank account in the name of the club and all cheques drawn from the club account must have the signature of a minimum of two officers and naming the office.

SECTION 7 – POWERS AND DUTIES OF THE BOARD

- a) The business of the Club shall be managed by the Board of Directors, and shall require a simple majority vote of the Board.
- b) The Board shall have the right to remove any Officer or Chairperson of a committee for violation or neglect of duty.
- c) If an Officer or Director resigns during the fiscal year, the position shall be filled by the Board.

SECTION 8 – COMMITTEES

- a) **STANDING COMMITTEES:**

The Board may each year appoint standing committees to advance the work of the Club in such matters as conformation shows, field trials, obedience trials, 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. Ad hoc committees may from time to time be appointed by the Board to aid the Board with specific projects.

- b) **COMMITTEE APPOINTMENTS:**

Any committee appointment may be terminated by a majority vote of the Board upon written notice being sent to the appointee, and the Board may appoint a successor to the person whose services have been terminated.

SECTION 9 – DISCIPLINE

CANADIAN KENNEL CLUB SUSPENSION:

Any member who is suspended, debarred, expelled or deprived of privileges from the Canadian Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

COMPLAINTS:

- a) Any member may lay a complaint against a member for alleged misconduct prejudicial to the best interests of the club or the breed. Written complaints containing details of the alleged misconduct must be filed in duplicate with the Secretary together with a deposit of \$50 which shall be forfeited if the defendant is found not guilty at a hearing of the Board or of a committee duly appointed for this purpose.
- b) The Secretary upon receiving such a complaint, within 30 days shall forward a copy of the complaint, along with a notice of hearing to the defendant, the complainant and each member of the Board or appointed committee.
- c) The hearing date shall be set no later than 90 days from the date of receipt of the complaint. If the hearing is held by the Board, a minimum of four (4) members of the Board must be present. In the event that the hearing is held by a committee, at least a majority of the appointed committee shall be present. Should a complaint be laid against the Secretary, then the President shall act in accordance with these by-laws.

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HEARING:

The Board or appointed Committee shall ensure that both the complainant and the defendant are treated fairly and in accordance with the rules of natural justice. Should the complaint be sustained after hearing all the evidence and testimony presented by the complainant and defendant, the Board or Committee may by a majority vote of those present, impose an appropriate penalty. The Secretary shall then notify each of the parties of the decision with 30 days of the decision.

EXPULSION:

- a) expulsion of a member from the Club shall be accomplished at an Annual General Meeting of the Club following a proper hearing and upon the recommendation of the Board or Committee being provided as stated in Section 3 of this Article; the President shall read the complaint and report the findings and recommendations the Board or appointed committee, and shall invite the defendant, if present, to speak on his/her own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present shall be necessary for expulsion.
- b) at the discretion of the Board, expulsion may also take place by mail-in vote consisting of a 2/3 majority of all eligible voting members in favour of expulsion. Proxy voting is not permitted.

Article III

MEETINGS

SECTION 1 – TYPES OF MEETINGS

- a) **Board Meetings:** board meetings shall be called at the discretion of the President, or by a simple majority of the Board;
- b) **Election Meeting (Biennial):** the election meeting shall be the Annual General Meeting, those elected to assume office January next. The election meeting shall be held in the last quarter, every second year.
- c) **Special Meetings:** special meetings may be called by the President upon the written request of five voting members in good standing, or at the request of the Board.

Five voting members in good standing constitutes a quorum, two of whom must be Officers of the Club.

SECTION 2 – VOTING

- a) All voting must be conducted by secret ballot.
- b) Proxies are not permitted.
- c) Active members in good standing are entitled to vote.
- d) Members who have recently joined or have been reinstated for a period of less than thirty days shall not have the privilege to vote at that time.

ARTICLE IV

FINANCE

SECTION 1 – FISCAL YEAR

- a) the fiscal year of the Club shall be from January first to December thirty-first;
- b) dues: See Article I Section 3 (d)

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- c) Budget: The Secretary shall have a petty cash imprest account of fifty dollars.
- d) The funds of the Club except for the amount specified in the budget shall be deposited in a Government Bank approved by the Board.
- e) All cheques shall be signed by the Treasurer and the President.

SECTION 2 – BORROWING

There shall be no borrowing.

SECTION 3 – REMUNERATION

Members of the Club shall be remunerated for authorized Club expenses.

SECTION 4 – AUDIT

The books shall be audited at the end of each fiscal year by the Board of Directors or an auditor appointed by the Board.

ARTICLE V

AMENDMENTS TO THE BY-LAWS

SECTION 1 - AMENDMENTS

PROPOSAL FOR AMENDMENTS:

Amendments to the Constitution and the By-laws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by five members in good standing. Amendments proposed by such petition shall be considered by the Board of Directors at the next regular meeting and must subsequently be presented to the Board within ninety days (90) of the date when the petition was received by the Secretary.

AMENDMENT BY VOTE:

The constitution, and by-laws may be amended at any time provided a copy of the proposed amendment has been mailed by the Secretary to each member in good standing on the date of mailing, accompanied by a ballot on which he may indicate his choice for or against the action to be taken. Dual envelope procedures shall be followed in handling such ballots, to assure secrecy of the vote. Notice with such ballot shall specify a date not less than 30 days after the date of mailing by which date the ballots must be returned to the Secretary to be counted. For constitutions and by-laws a two-thirds (2/3) majority vote of all eligible voting members is required.

Proxies are not permitted for any club types.

CANADIAN KENNEL CLUB APPROVAL:

No amendment to the Constitution/By-laws, shall become effective until it has been approved by the Canadian Kennel Club.

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SECTION 2 ---DISSOLUTION:

The Club may be dissolved at any time by providing to the CKC, written documentation signed by at least 2/3 of the members of that Club who are in favour of this decision. Proxies are not permitted. In the event of the dissolution of the Club, other than the purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club, nor any proceeds thereof, nor any assets of the Club shall be distributed to any members of the Club but after payment of the debts of the Club, its property and assets shall be given to a charitable organization for the benefit of dogs such organization being selected by the Board of Directors.

ARTICLE VI

ORDER OF BUSINESS

SECTION 1 — GENERAL MEETINGS:

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

- Roll Call
- Minutes of Last Meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Election of New Members
- Unfinished Business
- New Business
- Election of Officers (Annual General Meeting)
- Adjournment

SECTION 2 - BOARD MEETINGS:

At meetings of the Board, the order of business, unless other directed by a simple majority vote of those present, shall be as follows:

- Roll Call
- Minutes of Last Meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Unfinished Business
- New Business
- Adjournment

ARTICLE VII

PROCEDURE

SECTION 1 – AUTHORITY:

All meetings of the Club 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.

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ARTICLE VIII

NEWSLETTER

SECTION 1 – PUBLICATION:

Shall be published two to four times per year.

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**CODE OF ETHICS
THE DACHSHUND CLUB OF GREATER ONTARIO**

SECTION 1 - TREATMENT OF ANIMALS

All animals owned, or in the care of members shall be given a healthy environment, good nutrition, and proper care at all times. No member's dog shall be treated in an inhumane manner, nor be neglected or abused either physically, mentally or emotionally. Nor shall members subject their dog(s) to cruel or unusual punishment.

SECTION 2 – REGISTRATION

- a) All bitches shall be registered with The Canadian Kennel Club, and all stud dogs shall be registered with a kennel club whose stud books are recognized by The Canadian Kennel Club.
- b) All litters and puppies shall be registered with The Canadian Kennel Club.

SECTION 3 — BREEDING

- a) Breeders shall keep accurate records of stock, matings and pedigrees.
- b) A breeder shall select stud and matron with an eye to conformation, intelligence and temperment, after a careful study of The Canadian Kennel Club breed standard, pedigrees, and basic principles of genetics.
- c) A breeder shall consider only those individual dogs which are free from hereditary defects that may impair their functioning as sound, healthy dogs, in their breeding program.
- d) It is preferred that a breeder allow spacing between litters.
- e) It is preferred that a bitch not be bred before her second season or fifteen months of age.
- f) To ensure a sound and controlled growth of the Dachshund, breeders are encouraged to use non-breeding agreements, spay and/or neuter contracts.

SECTION 4 - SALES

- a) A breeder shall be discriminating in the sales of puppies and adult dogs, being concerned with the type of home in which they are placed. Therefore, no animal shall be donated for raffles or give-aways, auctioned, sold or consigned to pet stores or animal brokers, and no animal shall be sold at swap meets or flea markets.
- b) It is preferred that all stock leaving the breeders possession be at least eight weeks old.
- c) A breeder shall provide buyers with written details of feeding, general care, dates and types of inoculations, and dates at which further inoculations are due.
- d) A breeder shall provide a health guarantee at time of sale.
- e) Individual Canadian Kennel Club registration papers should follow the completion of sale and/or contract.
- f) Breeders shall help to place any dog of their breeding for which a new home must be found, and shall endeavour to place any other Dachshund who needs a home.

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SECTION 5 - ADVERTISEMENT

- a) All advertising, written or oral, shall be factual and not worded to attract undesirable buyers, or encourage the breeding of Dachshunds as a money-making business.
- b) Advertising and promotion, written or oral, shall be confined to the aspects of the breeders stock and shall in no way degrade the stock of others.
- c) A breeder shall be cautious in encouraging buyers as to breeding, as the breeding of animals is not to be undertaken lightly by any owner.

SECTION 6 – MEMBER RELATIONS

- (a) Members shall be aware at all times that the Club exists to improve the breed.
- (b) Members shall refrain from unnecessary and unconstructive criticism of another's dog(s).

SECTION 7 - IMPLEMENTATION

- (a) All infractions of the code should be reported to the Club President, by means of a detailed letter which is dated and signed.
- (b) Only when the member is not co-operative in rectifying the infraction, will the President present the situation to the Board of Directors for disciplinary action.