

**CONSTITUTION AND BY-LAWS**  
**OF THE**  
**PLATTE VALLEY HUNTING RETRIEVER CLUB, INC.**

**PREAMBLE**

The breeders and fanciers of Hunting Retrievers have organized themselves as the Platte Valley Hunting Retriever Club, Inc. and affiliated with the Hunting Retriever Club, Inc. for the express purpose of advancing the principles of the Platte Valley Hunting Retriever Club, Inc. and the Hunting Retriever Club, Inc., and to work collectively toward the education of Hunting Retriever owners and breeders toward the improvement of Hunting Retrievers as a whole, by influencing the breeding of better and finer Hunting Retrievers. Further it is the purpose of the Platte Valley Hunting Retriever Club, Inc. to support and protect inherent rights of American citizens to own guns, bear arms, hunt and promote the breed and type of dog of their choice; and to promote complementary conservation and management of game birds and wildlife species commonly pursued by members of the Platte Valley Hunting Retriever Club, Inc., as well as to educate hunters and further the application of high ethical standards, good habits and good manners in hunting and land use.

**ARTICLE I**

The name of the Club shall be the Platte Valley Hunting Retriever Club, Inc. (known as PVHRC for the remainder of document). The home office of the PVHRC shall be the residence of the President.

**ARTICLE II**

Section A. To create a closer relationship and to instill confidence between breeders, owners and fanciers of Hunting Retrievers in order to educate Hunting Retriever owners and breeders on improving the breeds and training the dogs for their enjoyment, and in order to improve the breeds in accordance with the Hunting Tests set forth by the Hunting Retriever Club, Inc., and the United Kennel Club, Inc.

**ARTICLE III**

Membership

Section A. Any breeder, owner and/or fancier of Hunting Retrievers regardless of gender, creed or ethnicity may be eligible for membership in this organization.

Section B. Annual membership dues shall be due January 1. Any member of the PVHRC who has not paid dues by January 1 becomes delinquent and shall be dropped from the membership roll until membership is renewed by payment of dues. New members who join on or after October 1 shall be paid for the following calendar year.

Section C. Young people are encouraged to be part of PVHRC, and individuals of any age are eligible for voting membership. Members of any age shall enjoy full rights and responsibilities of membership, except when offices or activities are age-restricted by state or federal law or by U.K.C. and/or HRC, Inc policy (for U.K.C. Licensed events) or by specific PVHRC policy.

Section D. All officers and directors shall also pay dues.

Section E. The amount of the dues shall be set Annually by the Executive Committee.

Section F. Upon the signed recommendation of one member, seconded by another member and approved by a three-fourths vote at a General membership meeting, Life membership can be conferred upon an adult member of the PVHRC who shall have rendered notable and outstanding service to the PVHRC. A Life member shall be entitled to all privileges of any member in the organization without paying local annual dues.

## **ARTICLE IV**

### Expulsion of Members

Section A. Any member of the PVHRC may be expelled by a majority of the Executive Committee voting by secret ballot for conduct by word, deed or act detrimental to PVHRC including but not limited to, unsportsmanlike conduct, illegal taking of any game, destruction of property while involved in hunting, hunting tests or other related dog work, or conviction of illegal hunting and fishing acts.

Section B. Any member of the PVHRC so expelled shall have the right to appeal to the membership for reinstatement. Said appeal shall be filed in writing with the Secretary of the PVHRC within seven (7) consecutive calendar days after the effective date of said expulsion. The appeal for reinstatement shall be acted upon at the next General Membership meeting. Reinstatement shall be granted upon a two-third majority vote of the members present at the meeting.

## **ARTICLE V**

### Officers

Section A. The officers of the PVHRC shall be a President, a Vice-President, a Secretary and a Treasurer. These officers shall constitute the Executive Committee and, assisted by up to eight-person elected Board of Directors, will perform the duties prescribed by these by-laws and by Parliamentary Authority adopted by the Hunting Retriever Club, Inc.

Section B. At a meeting prior to the annual membership meeting, a Standing Nominating Committee consisting of the Executive Committee (excluding the President) shall nominate candidates for the offices to be filled at the General membership meeting. Before the election at the annual meeting, or by absentee ballot to the membership, additional nominations from the floor shall be permitted.

Section C. The officers shall be elected by by majority vote by show of hands and in the event of multiple applicants per officer position will be elected by secret ballot to serve one year. Officers' term of office shall begin immediately following the annual General Membership meeting. The annual meeting shall be held in January of each year. Officer vacancies (except president) occurring prior to the end of the term shall be filled by election at a general membership meeting. Board of Director vacancies shall be filled by the President with approval of the rest of the Executive Committee and the remaining Board of Directors.

Section D. No Member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office.

Section E. After February 1, 1988, no member shall be eligible for the nomination as an officer of the PVHRC until after he/she has been a member of the PVHRC at least one year.

Section F. The President of the PVHRC will be an ex-officio member of the Board of Directors of the Hunting Retriever Club, Inc. Consequently, the PVHRC membership has to be maintained, and the president's membership dues have to be maintained by him/her in order for his/her participation to occur at the national level.

Section G. The PVHRC Board of Directors shall consist of up to eight PVHRC members. Length of term is one year. Directors are to be nominated and elected at the annual meeting. The Board of Directors are to meet with and assist the Executive Committee in carrying out the business and interest of the PVHRC.

## **ARTICLE VI**

### The Executive Committee

Section A. The officers of the PVHRC shall constitute the Executive Committee.

Section B. The Executive Committee and Board of Directors shall perform general administration and supervision of the affairs of the PVHRC between its business meetings, fix the hour and place of meetings, make recommendations and shall perform such other duties as are specified in these by-laws.

Section C. Unless otherwise ordered by the President or the Executive Committee, regular meetings of the Executive Committee together with the Board of Directors shall be held preceding the General Membership meetings. Special Executive Committee meetings shall be called by the President or the Executive Committee when necessary and advisable.

## **ARTICLE VII**

### Meetings

Section A. The General Membership meetings shall be held as ordered by the PVHRC or by the Executive Committee and Board of Directors. The location will be determined by the Executive Committee. The regular meetings shall be for the purpose of electing officers, receiving reports of officers and committees and for any other business that may arise.

Section B. Special General Membership meetings can be called by the President or the Executive Committee.

Section C. All membership meetings shall be open to all paid up members.

Section D. All business submitted by vote to the general membership shall be decided by a majority vote of the members present at regular meetings, except as otherwise stipulated in this Constitution. Abstentions will reduce the denominator of the fraction for purposes of determining a simple majority. Members are authorized to vote by written, notarized proxy.

## **ARTICLE VIII**

### Committees

Section A. A standing Nominating Committee shall nominate candidates for the offices to be filled at the General Membership meeting.

Section B. An Auditing Committee of two members shall be appointed by the President prior to the annual meeting each year. It shall be the duty of the Auditing Committee to audit the Treasurer's accounts and to report at the annual meeting.

Section C. Such other committees, standing or special, shall be appointed by the President or as the Executive Committee shall from time to time deem necessary to carry on the work of the PVHRC. The president shall be an ex-officio member of all committees except the Nominating Committee.

## **ARTICLE IX**

### Affiliation

Section A. The PVHRC shall be affiliated with the Hunting Retriever Club, Inc. and United Kennel Club, Inc. There shall be no other affiliation with any other registering office, club or group. This Article of this Constitution may be changed by a unanimous vote of paid up members in attendance at a special meeting, notification of which has been sent to all paid up members at least fourteen (14) days in advance. For the purposes of counting the votes, any members who have abstained from voting will not be counted in either the numerator or the denominator. Absence from the meeting will be considered an abstention in voting.

## **ARTICLE X**

### Duty of Officers and Executive Committee

#### Section A. President

The President serves as the presiding officer and spokesman of the PVHRC. He/she shall preside over all meetings of the membership and the Executive Committee.

As Executive and Managerial head of the PVHRC, he/she shall be responsible for the preservation and maintenance of the highest principles of the PVHRC. He/she shall have authority to appoint any and all committees as he/she may deem necessary to carry out the business and interest of the PVHRC. He/she shall service as an ex-officio member of all committees except the Nominating committee. As an ex-officio member of committees, the President has the same rights as the other committee members but is not obligated to attend meetings of the committees.

The incumbent serves as administrative head of the PVHRC and acts under the immediate direction of the Executive Committee or Assembly. The President is responsible for the day-to-day administration of the PVHRC between Executive Committee or General Membership meetings. Where practical, he/she shall seek out input from the other officers before making major decisions between meetings.

#### Section B. Vice-President

The Vice-President assists the President in directing, coordinating and controlling activities of the PVHRC. The President and Vice-President shall work closely together endeavoring to keep the lines of communication open to insure the Vice-president is kept well informed. The Vice-President shall serve in an advisory capacity to the President on issues needing consultation. In the absence of the President, the Vice-President succeeds to the presidential office on the resignation, removal, death or disability of the President.

The Vice-President is charged with the following responsibilities:

- 1.) Appoint members of the Rules Committee.
- 2.) Coordinate all benefit and other special non-recurring events sponsored by the PVHRC.
- 3.) Chair the Annual Meeting Location Committee.
- 4.) Accept other responsibilities as assigned by the President.

The Vice-President serves in an active capacity in managing the functions of the PVHRC. Therefore, it is important that the incumbent is competent to perform the duties thereof.

#### Section D. Secretary

The duties of the Secretary are:

- 1.) To keep a record of all the proceedings of the organization, usually called the minutes.
- 2.) To keep the organization's official Membership roll.
- 3.) To make the minutes and records available to members upon request.
- 4.) To maintain record book(s) in which minutes are recorded with any amendments to these documents properly recorded, and to have the current record books on hand at every meeting.

#### Section E. Treasurer

The incumbent shall hold funds deposited with him/her and disburse them as bills are received. Any two members of the Executive Committee are authorized to endorse items for deposit or cash or sign items ordering withdrawal from PVHRC account. The treasurer is required to keep current, as nearly as possible, a balance of PVHRC funds at all times. He/she is required to make a full financial report annually. This report will be audited annually prior to the General Membership meeting by an appointed Auditing Committee. Additional interim reports will be made as needed.

The treasurer serves as a member of the executive committee and has full privileges thereof, i.e., voting rights, motion rights, debate rights, etc. The treasurer must be bonded for a sum sufficient to protect the PVHRC from loss as required from time-to-time by the Executive Committee. The bond shall be in the amount of \$10,000 annually. The bond shall be paid for by the PVHRC.

#### Section F. Executive Committee

Members of the Executive Committee (assisted by the Board of Directors) will participate in the decision making process and the general supervision of affairs of the PVHRC between its business meetings.

The incumbents actively participate in meetings of the Executive Committee expressing their views, concerns and motions. A director will willingly serve on special committees to consider, investigate or take action on certain matters or subjects pertinent to administration of the PVHRC.

## **ARTICLE XI**

### Amendments

With the exception of ARTICLE IX designating the affiliation of the PVHRC with the Hunting Retriever Club, Inc. This Constitution may be amended at any regular meeting by two-thirds majority vote of the members present in favor of said amendment. The proposed amendment must be circulated to all members, in writing, at least fourteen days before the meeting at which the vote will take place.

## **ARTICLE XII**

### Termination and Dissolution

No assets, earning or fund balance of the PVHRC shall inure to the benefit of any member. If the PVHRC is ever dissolved, all net assets of the club are to be distributed to a Sec. 501(c) (3) organization designated by the Executive Committee.

## **ARTICLE XIII**

### Hunts, Fun Days, Etc.

All H.R.C./U.K.C. rules and policies will be followed at all U.K.C. Licensed Hunts sponsored by the PVHRC. The Executive Committee has the right to promulgate additional operational rules as necessary for the safety of members and their dogs, to the extent such matters are not covered by H.R.C./U.K.C. rules.

## **ARTICLE XIV**

### Parliamentary Proceedings

Section A. Roberts Rules of Order shall be accepted as a basis of Parliamentary procedure in all meetings of the PVHRC.

**REVISION DATE: JANUARY 11, 2017.** Reflects amendments passed at January 11, 2017 general membership meeting.