

COLLIE CLUB OF CANADA BYLAWS

ARTICLE 1 CLUB SEAL

The seal, an impression whereof is stamped in the margin hereof, shall be the seal of the corporation (seal need not be imprinted until after incorporation).

ARTICLE 2 HEAD OFFICE

Until changed in accordance with the Act, the Head Office of the Club shall be the address of the Secretary of the Club.

ARTICLE 3 MEMBERSHIP

1) *Membership year*

- a) The membership "year" shall be from April 1st through to, and including, March 31st. Membership fees shall be due on or before April 1st for the following year.

2) *Eligibility*

- a) Membership shall be open to all collie fanciers who subscribe to the objectives, intents and the Code of Ethics of the Collie Club of Canada and shall consist of anyone whose application for admission as a member has received the approval of the Executive Committee of the Club. Membership is not transferable.

3) *Ineligibility, Expulsion, Suspension and Resignations*

- a) No person shall be eligible for membership in the Club if that person, or any persons in partnership with, or residing with that applicant:
- i) Is under suspension or expulsion by the Canadian Kennel Club (CKC), the American Kennel Club or the Kennel Club (England); or
 - ii) Is engaged in the breeding, buying or selling of dogs which are not purebred, unless such activity is consistent with the objectives of the Club, and has received the prior approval of the Executive Officers; or
 - iii) Is indebted to the Club for a period of 2 months after the due date for payment of such account, or 30 days from the date of letter of notification is sent, and where no satisfactory arrangements have been made for the payment of same; or
 - iv) Has been convicted of cruelty to animals or convicted of any offense under the Animal Pedigree Act, or any other Federal, Provincial or Municipal legislation relating to animals; or
 - v) Acts or performs in a manner which may be deemed as contrary to the principles and objectives of the Club and/or not to be in the best interests of the Club and its members, as deemed by a majority vote of the Executive Committee; or
 - vi) Fails to comply with the Club's Code of Ethics.
- b) **Termination of membership may occur as a result of resignation, failure to renew, expulsion by the club, or as a result of deprivation, suspension, debarment, expulsion or termination of Canadian Kennel Club membership as imposed by The Canadian Kennel Club's Discipline Committee.**
- c) Any person who has enjoyed Club privileges but has contravened any of Sec 3 (a) shall be deprived of Club membership and its privileges by means of either suspension or

- expulsion, to be decided upon by the majority of the Executive Committee, with recommendations from the Ethics Board.
- d) Any person who has been expelled from the Club may apply for application after 5 years unless they have received a permanent expulsion from the Club.
 - e) Any person who has been suspended from the Club due to suspension from the CKC, the American Kennel Club or the Kennel Club (England), may request reinstatement into the Club upon verification of reinstatement into the club of original suspension.
 - f) Any member who wishes to resign from the Club must give written notice to the Secretary. Such resignation shall not affect any right or lien which the Club may have against the retiring member or his property until such indebtedness to the Club has been paid in full. Any member who shall cease to be a member of the Club, through resignation or otherwise, shall, from that date forward, have no claim upon any of the property belonging to the Club, nor shall they be entitled to any of the privileges normally accorded to the membership of the Club. No refund of membership dues shall be provided upon cessation of membership.
 - g) Indebtedness may result in expulsion and/or barring from all Collie Club of Canada sponsored events until such time as debts and service fees are repaid in full via certified cheque, money order or cash.

4) Classes of Membership

There shall be six categories of membership, and they shall be as follows:

- a) Regular Membership: Ordinary Members shall be those persons who have been Associate Members, or Junior Members, in the 2 years immediately prior to the application for Regular Membership, and upon application for Regular Membership are approved by the Executive Committee of the Club for Regular Membership status. Ordinary Members must be over the age of 18 and meet the requirements of Eligibility of Membership, and have paid the Regular Membership fee. Once approved, any member shall have voting privileges at meetings, elections and referendums. Any such member shall be eligible to stand for election to office. Regular Membership present at the time of the implementation of these Bylaws shall be "grandfathered" into Regular Membership and shall be considered Regular Members.
- b) Associate Membership: Any fancier over the age of 18 full years who meets the requirements of Eligibility of Membership and has paid the Associate Membership fee and has been approved for Associate Membership by the Executive Officer. Associate Members shall not be eligible to vote. Associate Members shall not be eligible to stand for election to office. After 2 years of Associate Membership, the member may apply for Regular Membership if he/she so chooses, but is under no obligation to do so.
- c) Family/Partner Membership (a) Associate and (b) Regular: Fanciers over the age of 18 years who reside at the same address in the same household, who meet the requirements of Eligibility for Regular Membership or Associate Membership; and have paid the applicable membership fee, and have been approved for membership by the Executive Committee. Once approved, all Family/Partner Members shall be eligible for the same privileges as Regular or Associate Membership, whichever is applicable.
- d) Junior Membership: Any fancier over the age of 12 years and younger than 18 years who meets the requirements for Eligibility for Membership and has paid the membership fee and has been approved for membership by the Executive Committee. No persons holding a Junior Membership are eligible to vote during a meeting or election or referendum, or to stand for election to office.
- e) Life Membership: Life Membership status shall be awarded to any persons proposed to the Executive Committee who subsequently receive a 2/3 favorable majority vote of the Executive Committee; or to any member who has held Regular Membership in the Club for a period of 20 consecutive years. The Executive Committee may require proof of Membership. Life Members shall enjoy the full privileges of the Club but shall not be required to pay annual membership dues.

- f) Foreign Members: All Collie fanciers residing outside the realm of Canada, who meet the requirements of Eligibility for Membership, shall be eligible for Foreign Membership in the Club. Foreign members shall be entitled to receive a copy of the Club's official publication and any correspondence prepared for the membership, but shall not be entitled to voting privileges, nor to stand for election to office.

For the purposes of these Bylaws, Regular Members and Life Members are sometimes referred to as "voting members."

5) Application for Membership

- a) An application for membership to the Club, or renewal of membership application or change in membership status application shall be made in writing and in such form as the Executive Officers may from time to time prescribe and such application shall be signed by the applicant.
- b) Any person applying for Associate Membership must have the signature of the applicable Area Director in order to process the application.
- c) Application for Regular Membership may be applied for by an Associate Member or Junior Membership who has been an Associate Member and/or Junior Member for a minimum of 2 years immediately prior to application for Regular Membership. Any person applying for Regular Membership must have the sponsorship of a Club member in good standing by way of a sponsoring signature on the application, as well as that sponsor being able to provide references to the Executive Committee, upon request, in order to process the application.
- d) The Club is under no obligation to approve any application. Any privileges accorded to an applicant for membership pending consideration of such application shall not obligate the Executive Committee to approve the application and any privileges so accorded may be revoked in the event that the application is not subsequently approved.
- e) **Any individual rejected for membership by the Club must be provided with a written explanation.**

6) Membership Fees

- a) Membership fees shall be as established from time to time by the Executive Committee with a majority favorable vote, and shall be administered in accordance with policies and procedures as established from time to time by the Executive Officers.
- b) Membership renewal fees that have not been received within 60 days of date due shall be considered as non-payment, and membership will be deemed lapsed. Individuals wishing to renew after this date must re-apply for Associate Membership.

ARTICLE 4 ORGANIZATION

1) Management

The property and business of the Club shall be managed by the Executive Committee, which shall consist of the Executive Officers and the Area Directors.

2) Executive Officers

The Officers of the Club shall be a President, a Vice-President, a Secretary, and a Treasurer, and shall be elected every three years. All Officers must be voting members in good standing with the Club, as well as with the CKC, and remain so throughout term of office.

3) Area Directors

One Director shall be elected for each of the following areas: Maritimes; Quebec; Ontario East; Ontario West; Ontario North; Manitoba; Saskatchewan; Alberta and the Territories; British Columbia Mainland and Yukon; British Columbia Vancouver Island. **Directors must reside in the area they represent.** All Directors shall be elected every 3 years. All such Area Directors must be voting members in good standing with the Club and with the CKC, and remain so throughout their term.

4) Duties of the Officers

- a) President. The individual elected to the office of President: shall preside as Chairperson at all meetings of the Club which he/she attends; may be countersigning authority on all bank accounts of the Club; shall convene all mail meetings and other meetings of the Executive Committee and of the membership as prescribed by governing doctrine; shall strike all Committees, determine the number of members needed and appoint same and the chair, and set the mandate and timetable for completion of the mandate by such Committees; shall appoint an Editor for the Club Publication; shall be responsible to ensure that the Annual General Meeting of the members is held yearly in accordance with the governing doctrine; will see that all orders and resolutions of the Executive Committee are carried into effect; will sign for all Bylaws and documents requiring signatures of the Officers of the Club; perform other duties from time to time as may be directed by the Executive Committee. The President shall not be eligible to succeed him/herself after two consecutive terms.
- b) Vice President. The individual elected to the office of Vice President will: in the absence of the President, preside as Chair at all meetings of the Club; together work with the President with the Committees and act as liaison between the Executive Committee and the Committees; in the absence or disability of the President, perform the duties and exercise the powers of the President; perform other duties from time to time as may be directed by the Executive Committee.
- c) Secretary. The individual elected to the office of Secretary shall: record all votes and minutes of meetings of the Executive Committee and the Club; be the custodian of the seal of the corporation, which he/she shall deliver only when authorized by a resolution of the Executive Committee to do so, and to such person as may be named in the resolution; be a counter-signing authority on all bank accounts of the Club; furnish the Editor of the Club publication with reports as requested on the progress of the Club's business for inclusion therein; attend to the preparation of all Club correspondence, and maintain an accurate filing system of copies of same; have custody and be responsible for maintaining the address of the Club; be the coordinator for all elections and will follow procedures as set out in these Bylaws and in Procedures; perform other duties from time to time as may be directed by the Executive Committee.
- d) Treasurer. The individual elected to the office of Treasurer shall; be the custodian of all funds, securities and property of the Club concerning monies, and shall keep regular books of accounts; deposit all funds to the credit of the Club in such financial institution as the Executive Committee may direct; make disbursements as evidenced by receipts for such pre-determined limits on approved expenditures; keep separate ledgers of account for various Committees and Areas; have signing authority on the accounts of the Club and shall prepare and forward all cheques for counter-signature by another Executive Officer; supply a full financial statement yearly to be presented at the Annual General Meeting which shall concurrently be published in the Club publication; prepare less detailed financial statements to be published in the Club Publication regularly, as requested; provide a limited financial statement of Committee and Area ledgers to Chairs/Directors as described in Procedures; be bonded, the cost of which shall be paid for by the Club; perform other duties from time to time as may be directed by the Executive Committee.

5) Duties of Area Directors

The individuals elected to the office of Area Director shall: serve on the Executive Committee as a member to represent the interest of his/her Area; endorse suitable applicants for membership from his/her Area; hold a minimum of one regular meeting of members within his/her Area per year; forward minutes of all meetings to the Secretary of the Club; preside as Chair in all Area Meetings; in the absence of President or Vice-President, Chair any meeting of the Club; actively participate in all Executive Committee meetings (electronically or via Canada Post); report news from their respective Area members, specialties or local events associated with the Club to the Club Publication; serve on the Committee for hosting the National or Regional Specialty when held in their Area; perform as a Club liaison between the public and the Club; offer resources to the public and collie fanciers pertaining to the Collie and to the Club; liaison between the Club and Area members requesting to host Club events, and to provide support as needed, perform other duties from time to time as may be directed by the Executive Committee.

6) Term of Office

The Officers and Area Directors of the Club shall hold office for a three-year term, commencing April 1st in the year for which they were elected, expiring March 31st three years hence. An Officer/Director shall hold office only so long as he/she shall act in the best interests of the Club and its members.

7) Removal from Office

- a) Should any Officer/Director be disciplined and subsequently denied privileges of membership of the Club, then the Executive Officers shall immediately declare that office vacant.
- b) Failure to perform duties as outlined in the Bylaws and in Procedures may result in a request for resignation or removal from office, though a majority approval of the Executive Committee.
- c) A minimum of 10% of voting members may request that an Officer or Director [10% of an Area's voting membership is required for removal of an Area Director] be removed from office, with sufficient cause, and must do so in writing to the Secretary of the Club, to be brought to the Executive Committee for their investigation. Once investigated, the information gathered is to be presented to the Executive Committee and the process will be the same as in Paragraph b).

8) Vacancies

If an Officer or a Director is unable to complete their term, for any reason whatsoever, **the Executive Committee will approve a member to fill the vacancy by majority approval.** The tenure of office shall be until the next elections.

9) Remuneration

Officers and Directors and Committee members shall not receive any remuneration for their services.

10) Standing Committees

The standing Committees of the Club, the Chair, members and their duties, shall be those named, or re-named, by the President. They may be formed when the nature of the Committee's mandate will be ongoing for an indefinite period of time. Standing Committees may be dissolved

by a resolution of the Executive Committee if or when their purpose has been completed or is no longer relevant. All committee members must be members in good standing and remain so throughout their term.

11) Ad Hoc Committees

The Ad Hoc Committees of the Club, the Chair and their duties shall be those named, or renamed, by the President. Ad Hoc Committees may be formed from time to time when the nature of the Committee's mandate will be a specific short-term assignment. Ad Hoc Committees shall be dissolved upon completion of the assignment or upon declaration of the President. All Committee members shall be members in good standing and remain so throughout their term.

12) Indemnities To Executive Committee members and others

Every officer or director or committee person of the Club or other person who has undertaken or is about to undertake any liability on behalf of the Club shall from time to time and at all times, be indemnified and saved harmless out of the funds of the Club, from and against;

- a) All costs, charges and expenses which such officer, director or other person sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against him/her, or in respect of any act, deed, matter of thing whatsoever, made, done or permitted by him/her, in or about the execution of the duties of this office or in respect of any such liability;
- b) All other cost, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his/her own willful neglect or default.

ARTICLE 5 ELECTIONS

1) Date

Elections are to be held every 3 years on March 21st, except in the case of early dissolution.

2) Nominations

- a) On or about December 1st, the Secretary shall mail printed nomination forms to all voting members of the Club. These forms, or a reasonable facsimile thereof, are to be returned to the Secretary with a written endorsement by the nominee for the position which he/she is willing to serve.
- b) No member of the Club may be a candidate for election to more than one office.
- c) Area Director nominations may only be made by voting members within that respective Area.
- d) Nominations will close on February 1st. No nomination received by the Secretary after this date will be considered valid.
- e) The Secretary will prepare a list of all candidates and the position for which they are nominated. Where there is more than one nominee for any given position, the Secretary shall also prepare ballots as required, for distribution to the voting membership.

3) Elections

- a) No later than March 15th, the Secretary shall mail printed ballots to the voting membership for a mail vote, including thereon the names of all the nominated candidates

- who have expressed their willingness to serve in the capacity for which they have been nominated.
- b) All voting members will be balloted for the positions of Executive Officers.
 - c) Only voting members in a particular Area may vote for the Area Director running in that Area.
 - d) All voting will be done by secret ballot.
 - e) Ballots are to be returned, by mail, to the Secretary no later than March 21st. Ballots received after that are to be dated, kept but not included in the electoral count.
 - f) The Secretary shall count the ballots, and each position shall be decided by a majority vote.
 - g) The Secretary shall notify the Executive Committee immediately of the results.
 - h) The Secretary shall immediately notify all nominees of the results.
 - i) In the event that only one nomination has been received by the Club, the nominees in those positions will be declared acclaimed.
 - j) The Secretary shall keep all ballots until directed by the Executive Committee to destroy them.

ARTICLE 6 MEETINGS

1) Annual Meeting

- a) The annual meeting of the Club shall be held in the month of October of each year, at a location, date and time chosen by the President.
- b) The Secretary shall give a minimum of 30 days notice to the membership.
- c) A total of 10% of the total voting membership of the Club, including a minimum of two members of the Executive Committee, shall constitute a quorum at an Annual General Meeting.

2) Special Meetings

- a) Special meetings of the Club for the purpose of discussing new business shall be called by the Executive Committee upon receipt by said Committee of a statement from the Secretary to the effect that an electronic mail or written request has been received setting forth the purpose for such special meeting signed by at least 5% of the Club membership.
- b) The Secretary shall then summarize the expressions of the Executive Committee and shall mail (electronically) such summary to each Executive member for a mail vote.
- c) No opinion or vote shall be considered that is not received by the Secretary within twenty (20) days time subsequent to the mailing of the ballots.
- d) If prior to the closing date for the vote, not less than 30% of the membership of the Executive Committee has requested mail debate on such special subject of new business, the Secretary shall notify the Executive Committee that the vote has been suspended pending debate and he/she shall promptly submit the question to mail debate and subsequent vote.
- e) An affirmative majority vote of those Executive Committee members who vote on the question shall prevail.
- f) In meetings called for the purpose of making such special decisions, no other business may be transacted except that stated in the call for the meeting.
- g) The provisions of this section which describe the Conditions under which the Executive may call for electronic mail debate on a special question presented to it by any member shall extend to the Executive in its usual deliberations on any question of Club interest and then at least 30% of the members of the Executive Committee as for mail debate of any question that may be before the Executive Committee, prior to the expiration of the

announced date of the vote, the procedure described herein for special decisions shall be followed.

4) Executive Committee Meetings

- a) The Executive Committee shall hold at the minimum every two months, one meeting before the call for inclusion of articles for the "Expressions" magazine. Said meetings are to be held by electronic mail vote.
- b) Other meetings may be called by the President or at the request of three members of the Executive Committee.

5) Notice of Meeting

- a) Notice of annual meeting shall be sent to the members of the Club by the Secretary with a minimum of thirty days notice. Notice of special meetings shall be sent to the members at least thirty (30) days prior to the meeting.
- b) Club Notice of Executive Committee meetings shall be sent to all members of said Committee at least seven (7) days before the meeting, by electronic mail.

6) Quorum

- a) A Quorum at any special meeting of the Club, or any Executive Committee meeting of the Club, shall consist of a number equal to 20% of the total membership of the meeting body, present in person or present by virtue of electronic mail, or mail vote received by the Secretary within the prescribed time limits.
- b) At the Annual General meeting a quorum shall consist of 10% of the total voting members of the Club and a minimum of two members of the Executive Committee.

6) Votes

Majority votes determine questions at all meetings where, unless the Canada Corporations Act or these Bylaws otherwise provide.

7) Proxies

Proxies shall not be allowed as such.

ARTICLE 7 FINANCE

1) Fiscal Year

The Financial year of the Club shall commence on January 1ST and shall conclude on the 31ST day of December of the same year.

2) Banking

- a) The Funds of the Club, except those set aside to be used by certain officers as Petty Cash, shall be placed in a branch of any Canadian Chartered bank under the name of the Collie Club of Canada.

- b) All cheques issued by the Club shall have the signature of a minimum of 2 Officers, preferably the Secretary and the Treasurer.

3) Audit

- a) The financial records of the Club shall be audited by 2 members in good standing of the Club, to be appointed at the Annual Meeting.
- b) The auditor may not be an Officer, an Area Director, or associated with an Officer or Area Director unless all members have consented.
- c) The auditor will audit the accounts of the Collie Club of Canada and make a report to the members at the Annual Meeting on whether these financial statements are fairly presented in accordance with generally accepted accounting principles.
- d) A waiver of audit is not permitted by the Canada Corporations Act.

4) Inactivity

If this Club remains inactive for a period of 2 years, or should its members vote to dissolve the Club, all assets will be converted to cash and transferred by way of cheque to other canine related clubs, organizations or research establishments concerned with canine health and well-being, or charities decided by majority vote of Executive Committee. See ARTICLE 12.

ARTICLE 8 CODE OF ETHICS

- a) The Club shall encourage their members to conduct themselves according to a Code of Ethics that sets guidelines for the responsible care, breeding, sale and exhibition of Collies.
- b) Approval of revision of any such Code of Ethics shall be subject to a majority approval by the Executive Committee.
- c) Breaches of the Code of Ethics may result in disciplinary action by the Ethics Board and the Club.

ARTICLE 9 DISCIPLINE

1) Automatic

Any member who is found guilty of contravening the Animal Pedigree Act, of cruelty to animals or who is suspended by the Canadian Kennel Club or American Kennel Club or the Kennel Club (England) for like offences shall have their membership terminated automatically.

2) 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 with the Secretary together with a deposit, which shall be forfeited if the defendant is found not guilty at a hearing of the Executive Committee or a Discipline Committee duly appointed for this purpose.

- b) If the Executive Committee does not find that the alleged conduct would be prejudicial to the Club or the breed, it may refuse jurisdiction and the deposit will be forfeited.
- c) 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 Executive Committee or appointed committee.
- d) The hearing date shall be set no later than 90 days from the date of receipt of the complaint. Reasonable effort shall be made to select a date to give the defendant proper opportunity to submit a written defense.
- e) Should the defendant refuse or fail to submit a defense, the Executive Committee or Discipline Committee shall have the authority to proceed in their absence.
- f) If the hearing is held by the Executive Committee, a minimum of 4 members of the Executive Committee must participate. In the event that the hearing is held by a Discipline Committee, at least a majority of the appointed committee members must participate. Should a complaint be laid against the Secretary, then the President shall act in accordance with these bylaws.

3) *Hearing*

- a) After all submissions have been reviewed, the Executive Committee may order a published reprimand, suspension or expulsion.
- b) If the submissions were reviewed by a Discipline Committee, the committee will forward a summary of the findings with a recommended action to the Executive Committee for their decision, at which time the Executive Committee will decide which would be the appropriate disciplinary actions to take.
- c) The Secretary shall then notify each of the parties of the decision within 30 days of the decision.

4) *Expulsion*

- a) A decision for expulsion may only be made by the Executive Committee after a hearing called for disciplinary purpose, or after reviewing summaries and recommendations from a Discipline Committee or the Ethics Board. A majority vote of the Executive Committee is required to expel a member. The Executive Committee may decline to endorse the recommendation and instead order a published reprimand or suspension in its stead.
- b) Any member expelled from the Club shall be eligible to re-apply for associate membership after a minimum of 5 years.
- c) An expelled member may be barred from participation in Collie Club of Canada sponsored events.

5) *Appeals*

- a) A disciplined or expelled member shall be entitled to one appeal to the Executive Committee. Any such appeal shall be made in writing to the Secretary no more than 30 days after notification of the decision of the Executive Committee.
- b) The President shall appoint an Ad Hoc Appeals Committee to sit for the Appeal Hearing. The Appeal Committee shall consist of 5 regular members and shall be deemed to have no personal bias for or against the outcome of the Appeal Hearing.
- c) The information gathered from the original Hearing shall be forwarded to the Appeal Committee.
- d) A majority vote of the Appeal Committee shall be required to revoke or amend any terms of the disciplinary action. Should the Appeal Committee decline to uphold the appeal, the matter shall be considered final.

6) Board of Ethics Discipline

Complaints submitted regarding the ethics of a member shall be forwarded to the Ethics Board, whereby an investigation into the matter will be conducted by the Ethics Board and a summary of findings and a recommendation for disciplinary action will be forwarded to the Executive Committee for their decision, as in Section 4) a) above.

ARTICLE 10 BREED STANDARD

1) Standard

It shall be the duty of the Club to define precisely the Standard of the Collie, both rough and smooth varieties, in accordance with the Constitution and By-Laws of the Canadian Kennel Club.

2) Changes in the Standard

The Standard may be changed if such changes are not inconsistent with the Constitution and Bylaws of the Canadian Kennel Club at any regular or special meeting called for the purpose. Notice of such meeting shall be sent one hundred and twenty (120) days in advance of the time of the meeting and the proposed changes shall be incorporated in the notice. **Amendments to the breed standard must have a two-thirds (2/3) affirmative vote of those votes cast.**

ARTICLE 11 PROCEDURES

1) Written Procedures

The Executive Committee shall approve, from time to time, specified procedures, by which the Club can manage itself with consistency and continuity. These Procedures shall be available to all members in written form, upon request, and shall be given to all new Executive Committee and other committee persons upon taking office.

2. Amendments to Procedures

Amendments to the Procedures require a majority vote of the Executive Committee, of which records must be kept and available to all members upon request.

ARTICLE 12 DISSOLUTION

In the event of Club termination, the Club's finances and assets, after all creditors have been paid, will be donated to other canine related clubs, organizations or research establishments concerned with canine health and well-being. Any Club owned equipment will be donated to other dog club(s) and any books which cannot be returned to the original donor, will be donated to various Canadian libraries (including those libraries of dog organizations). The last Executive Committee shall decide on the appropriate organizations, clubs or research establishments to benefit.

The Club may be dissolved any time by providing to The Canadian Kennel Club written documentation signed by at least two-thirds (2/3) of the members of the Club who are in favour of this decision; proxies are not permitted. 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 property of the Club, nor any proceeds thereof, nor any assets of the Club shall be distributed to any members of the Club.

ARTICLE 13 AMENDMENTS TO BYLAWS

1) Amendment proposals

Amendments to the By-laws may be proposed by the Executive Committee or by written petition to the Secretary by at least 5 regular members in good standing.

The Secretary shall submit any proposed amendment to the membership, along with the recommendations of the Executive Committee, and a ballot, within 60 days of having received the proposal for amendment.

2) Membership approval

A notice of meeting called for that purpose with the proposed amendments included shall be mailed out to each voting member at least 60 days prior to the meeting date. **Amendments to the constitution and bylaws must have two-thirds (2/3) vote of all eligible voting members. Voting must be by mail-in ballot; proxies are not permitted.**

3) Canadian Kennel Cub approval

The amendment of such bylaws, which pertain to the CKC policy, shall not be enforced or acted upon until approval of the CKC has been obtained.

4) Industry Canada approval

The amendment of such Bylaws, which pertain to Subsection 155(2) of the Canada Corporations Act, shall not be enforced or acted upon until the approval of the Minister of Industry has been obtained.

ARTICLE 14 ORDER OF BUSINESS

1) Meetings of the Club

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:

- Agenda**
- Report of President**
- Report of Secretary**
- Report of Treasurer**
- Reports of Committees**
- Unfinished Business**
- New Business**
- Adjournment**

2) Executive Committee Meetings

At meetings of the Executive Committee, the order of business, unless otherwise directed by the President or by majority vote of those present, shall be as follows:

Agenda
Report of President
Report of Vice President
Report of Secretary
Report of Treasurer
Reports of Committees
Summary of Responses to last meeting
Unfinished Business - Items for Discussion
New Business – Items for Discussion
Unfinished Business – Motions
New Business – Motions
Response Deadline
Date of next meeting
Adjournment