

The United States Lancashire Heeler Club

Constitution & By Laws

Adopted by the Membership 6/21/21

Constitution

Article 1 - Name and Objectives

Section 1.

The name of the club shall be: The United States Lancashire Heeler Club (USLHC). The USLHC shall be a member club of and serve as the approved Parent Club of the American Kennel Club (AKC).

Section 2.

The objectives of the club shall be:

- a) To encourage and to do all possible to bring the natural qualities and historic purpose of the Lancashire Heeler to perfection according to the current AKC breed standard.
- b) To urge members and breeders to accept the current standard of the breed as approved by the AKC as the only standard of excellence by which the Lancashire Heeler shall be judged.
- c) To protect and advance the interests of the Lancashire Heeler breed and to encourage sporting competition at dog shows, obedience/rally trials, agility trials, performance and companion events, including but not limited to events for all purpose farm dogs such as herding and keeping rodent populations in check.
- d) To conduct sanctioned matches, national specialty shows, performance and companion events, and any other events for which the club is eligible under the Rules and Regulations of the AKC.
- e) To encourage the organization of independent local Lancashire Heeler Specialty Clubs in those localities where there are sufficient fanciers of the breed to meet the current requirements of the AKC.
- f) To cooperate with breeders and Breed Clubs worldwide regarding overall improvement of the breed's health and welfare.
- g) To represent the breed within the AKC.
- h) To promote responsible, quality breeding of Lancashire Heelers and to do all possible to bring their natural qualities and historic purpose to perfection.
- i) To promote breed rescue within the United States of America.
- j) To protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows and facilitate the training of judges.

Section 3.

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

Section 4.

The members of the club shall adopt and may from time to time revise such bylaws as may be required to carry out these objectives.

BYLAWS

ARTICLE I: Membership

Section 1. Eligibility. There shall be four types of membership open to all persons who are in good standing with the USLHC and who subscribe to the purposes of this club. A member in good standing is an individual who is not suspended by the AKC or USLHC and whose dues for the year are already paid.

- a) **Regular Members** - enjoy all club privileges including the right to vote and hold office.
 - 1) **Individual Membership** shall be for one adult
 - 2) **Family Membership** shall be for two adults living in the same household. Only one member may hold office.

b) **Junior Members** - open to children under 18 years of age; a non-voting/non-office holding membership which may automatically convert to regular membership at age 18.

c) **Foreign Members** - for those individuals who are not U.S. residents (or its territories and possessions). Shall be entitled to all club privileges except voting, holding office, board positions and serving on committees.

d) **Life Members** - for those individuals who have been members for 20 consecutive years. Life members pay no dues but are eligible to vote and hold office.

While membership is to be unrestricted as to residence, the club's primary purpose is to be representative of the breeders and exhibitors in the US.

Section 2. Dues. Dues for Regular Individual members shall not exceed \$50; dues for Regular Family members shall not exceed \$95 per year; dues for Junior members shall not exceed \$50 per year; dues for Foreign members shall not exceed \$50 per year; dues for Life members shall not exceed \$0 per year, payable on or before the 1st day of January of each year. In no case may a person be entitled to vote whose dues are unpaid.

Section 3. Election to Membership. Each applicant for membership shall apply on a form as approved by the board of directors and which shall provide that the applicant agrees to abide by the USLHC constitution and bylaws and the rules of AKC.

The application shall state name, address and occupation of the applicant and it shall carry the endorsement of two members in good standing. Accompanying the application, the prospective member shall submit dues for the current year.

Applicants may be elected by secret ballot at any meeting of the board of directors or by secret vote of the directors by mail. Affirmative votes of 2/3 of the directors' present at a meeting of the board, or of 2/3 of the entire board voting by mail, shall be required to elect an applicant.

An application which has received a negative vote by the board may be presented by one of the applicant's endorsers at the next annual meeting of the club and the members may elect such applicant by secret ballot and a favorable vote of 75% of the members present and voting.

Applicants for membership who have been rejected by the club may not reapply within 12 months after such rejection.

Section 4. Termination of Membership.

Memberships may be terminated:

- a) by resignation. Any member in good standing may resign from the club upon written notice to the Secretary, but no member may resign when in debt to the club. Obligations other than dues are considered a debt to the club and must be paid in full prior to resignation.
- b) by lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid on March 1st of the fiscal year. In special cases, the board may grant an additional 60-day grace period to such delinquent members in meritorious cases. However, membership may be reinstated by payment of non-prorated dues prior to the end of the fiscal year.
- c) by expulsion. A membership may be terminated by expulsion as provided in Article VI.

ARTICLE II - Meetings

Section 1. Annual Meeting. The annual meeting of the club shall be held in the month of August in conjunction with the club's specialty show, if possible, at a place, date and hour designated by the board of directors. Written notice of the annual meeting shall be mailed or emailed by the Secretary to each member at least 30 days prior to the date of the meeting. The quorum for the annual meeting shall be 10% of the members in good standing.

Section 2. Special Club Meeting. Special club meetings may be called by the President or by a majority vote of the members of the board who are present at a meeting of the board or who vote by mail or email; and shall be called by the Secretary upon receipt of a petition signed by 10% of the members of the club who are in good standing. Such meeting shall be held at such place, date and hour as may be designated by the board of directors. Written notice of such meeting shall be mailed or emailed by the Secretary at least 14 days and not more than 30 days prior to the meeting. The notice of the meeting shall state the purpose of the meeting and no other club business may be transacted. The quorum for such a meeting shall be 10% of the members in good standing.

Section 3. Board Meetings. The first meeting of the board shall be held immediately following the announcement of the newly elected board at the Annual General Meeting. Other meetings of the board of directors shall be held at such times and places as are designated by the President or by a majority vote of the entire board. Written notice of each such other meeting shall be mailed or emailed by the Secretary to each member of the board at least 14 days prior to the date of the meeting. The quorum for a board meeting shall be a majority of the board.

Section 4. Board Business. The board of directors may also conduct business by telephone conference or video conference including disciplinary hearings. Items voted upon by any method other than 'in-person' meetings must be confirmed in writing by the Secretary within seven days.

ARTICLE III Directors and Officers

Section 1. Board of Directors. The board shall be comprised of the officers and one or two directors (as needed for an odd numbered board) all of whom shall be members in good standing who are residents of the United States. They shall be elected for two-year terms, President and Treasurer in even years, Vice President, Secretary and Director(s) in odd years, as provided in Article IV and shall serve until their successors are elected. General management of the club's affairs shall be entrusted to the board of directors. The board of directors shall have full authority to conduct the business of the USLHC between annual membership meetings.

Section 2. Officers. The club's officers, consisting of the President, Vice President, Secretary, Treasurer , shall serve in their respective capacities both regarding the club and its meetings and the board and its meetings.

- a) The President shall preside at all meetings of the club and of the board and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified in these bylaws. The president shall nominate individual members to serve as delegates to other AKC-affiliated organizations, subject to board approval.
- b) The Vice President shall have the duties and exercise the powers of the President in the case of the President's death, absence or incapacity.
- c) The Secretary shall keep records of all meetings of the club and of the board and of all votes taken by mail and of all matters of which a record shall be ordered by the club. Have charge of the correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, keep a roll of the members of the club with their addresses, which shall be sent to any member in good standing, upon written request, not more than once every club year and carry out such other duties as are prescribed in these bylaws.
- d) The Treasurer shall collect and receive all moneys due or belonging to the club. Moneys shall be deposited in a bank approved by the board, in the name of the club. The books shall always be open to inspection by the board and a report shall be given at every meeting of the condition of the club's finances and every item of receipt or payment not previously reported. At the annual meeting an accounting shall be rendered of all moneys received and expended during the previous fiscal year. The Treasurers shall be bonded in such amount as the board of directors shall determine.
- e) The offices of the Secretary and Treasurer may be held by the same person; in which case the membership will vote into office a second director to maintain an odd numbered board.
- f) The Director(s) shall assist the board with committees and other duties as required.
- g) A Delegate of the AKC shall be appointed by the Board of Directors for a term of 2 years. The Delegate shall be a non-voting member of the board. Among other duties, the Delegate shall report to the club all actions and matters discussed at AKC's Quarterly Delegate Meetings.

Section 3. Vacancies. Any vacancies occurring on the board or among the officers during the year shall be filled until the next annual election by a majority vote of the members of the board: except that a vacancy in the office of President shall be filled automatically by the Vice President and the resulting vacancy in the office of Vice President shall be filled by the board.

ARTICLE IV

The Club Year, Voting, Nominations, Elections

Section 1. Club Year. The club's fiscal year shall begin on the 1st day of (January) and end on the last day of (December).

The club's official year shall begin immediately at the conclusion of the election and shall continue through the next election. The elected officers and directors shall take office on the first day of the month following the announcement of the election at the Annual meeting and each retiring officer shall turn over to his successor in office all properties and records relating to that office within 30 days after the election.

Section 2. Voting. At the annual meeting or at a special meeting of the club, voting shall be limited to those members in good standing who are present at the meeting, except for the annual election of officers and directors and amendments to the constitution and bylaws or the standard of the breed, which shall be decided by secret written ballot cast by mail, as described in Section 4d below, in accordance with AKC Policy. Voting by proxy shall not be permitted. The board of directors may decide to submit other specific questions for decision of the members by written ballot cast by mail or in accordance with AKC's procedure on Electronic Balloting for AKC Parent Clubs.

Section 3. Annual Election. The election of officers and directors shall be conducted by secret ballot. Ballots to be valid must be received by the Secretary (or independent professional firm designated by the board) by July 15th. Ballots shall be counted by three inspectors of election who are members in good standing and neither members of the current board nor candidates on the ballot (provided, however, that the board may designate as independent professional firm to send, receive and count the ballots apart from the annual meeting).

The nominated candidate receiving the greatest numbers of votes for each office shall be declared elected. If any nominee, at the time of the meeting, is unable to serve for any reason, such nominee shall not be elected and the vacancy so created shall be filled by the new board of directors in the manner provided by Article III, Section 3.

Section 4. Nominations and Ballots. No person may be a candidate in a club election who has not been nominated in accordance with these bylaws, nor has been a member for at least one year. A Nominating Committee shall be chosen by the board of directors before February 15th. The committee shall consist of three members from different areas of the USA and two alternates, all members in good standing, no more than one of whom may be a member of the current board of directors. The President shall name a chairman for the committee. The Nominating Committee may conduct its business by mail/email.

- a) The Nominating Committee shall nominate from among the eligible members of the club, one candidate for each office and for each position on the board of directors and shall procure the acceptance of each nominee so chosen. The committee should consider geographical representation of the membership on the board to the extent that it is practicable to do so. The committee shall then submit its slate of candidates to the Secretary, who shall mail the list, including the full name of each candidate and the name of the state in which he resides, to each member of the club on or before March 15th, so that additional nominations may be made by the members if they so desire.
- b) Additional nominations of eligible members may be made by written petition addressed to the Secretary and post marked on or before April 15th, signed by five members and accompanied by the written acceptance of each such additional nominee, signifying his willingness to be a candidate.
- c) If no valid additional nominations are postmarked on or before April 15th, the Nominating Committee's slate shall be declared elected, and no balloting will be required.
- d) If one or more valid additional nominations are postmarked on or before April 15th, the Secretary (or independent professional firm designated by the board) shall on or before May 15th, mail to each member in good standing a ballot listing all the nominees for each position in alphabetical order, with the names of the states in which they reside, together with a blank envelope and a return envelope addressed to the Secretary (or designated professional firm) marked "Ballot" and bearing the name of the member to whom it was sent. So that the ballots may remain secret, each voter, after marking their ballot, shall seal it in the blank envelope, which in turn shall be placed in the second envelope

addressed to the Secretary (or designated professional firm). The inspectors of election (or designated professional firm) shall check the returns against the list of members whose dues are paid for the current year prior to opening the outer envelopes and removing the blank envelopes and shall certify the eligibility of the voters as well as the results of the voting, which shall be announced at the annual meeting.

e) Nominations cannot be made at the annual meeting or in any manner other than as provided above.

ARTICLE V

Committees

Section 1. The president shall have the sole authority to make appointments to committees, including the committee chair. The board shall have the responsibility to approve such appointments.

Section 2. The following Standing committees shall be appointed annually.

- a. Membership
- b. Nominating
- c. Ways and Means
- d. Communications, to include periodic newsletter/bulletin
- e. National Specialty, Conformation Show (including trophies)
- f. National Specialty Performance Events (including trophies)
- g. Audit
- h. Judges Education
- i. Member Education
- j. Breed Standard Oversight
- k. Specialty Judges Selection
- l. Club History

Standing committees shall be appointed by September 1 annually. Members who are interested in serving on any standing committee shall give notice to the President by August 1 for the ensuing membership year.

Section 3. Special or ad hoc committees may be created to perform specific, short-term functions. The committee shall be dissolved upon completion of its duties.

ARTICLE VI

Discipline

Section 1. American Kennel Club Suspension. Any member who is suspended from any of the privileges of The American Kennel Club automatically shall be suspended from the privileges of USLHC for a like period.

Section 2. Charges. Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the club or the breed. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$100.00, which shall be forfeited if such charges are not sustained by the board or a committee following a hearing. The Secretary shall promptly send a copy of the charges to each member of the board or present them at a board meeting, and the board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interest of the club or of the breed. If the board considers that the charges do not allege conduct which would be prejudicial to the best interest of the club or of the breed, it may refuse to entertain jurisdiction. If the board entertains jurisdiction of the charges, it shall fix a date of a hearing by the board or a committee of not less than three members of the board, not less than three weeks nor

more than six weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by certified mail together with a notice of the hearing and an assurance that the defendant may personally appear in his/her own defense and bring witnesses if he/she wishes.

Section 3. Board Hearings. The board or board committee shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. Should the charges be sustained after hearing all the evidence and testimony presented by the complainant and defendant, the board or board committee may by a majority vote of those present choose a written reprimand directed exclusively to the member which may be somewhat detailed but an official (published) reprimand should only indicate that subsequent to a board hearing member (X) was officially reprimanded as a result of charges filed by member (Y), or suspend the defendant from all privileges of the club for not more than six months from the date of the hearing, or until the next annual meeting if that will occur after six months. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not restrict the defendant's right to appear before his fellow members at the ensuing club meeting, which considers the recommendations of the board or board committee. Immediately after the board or board committee has reached a decision, its findings shall be put in 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 of a member from the club may be accomplished only at the annual meeting of the club following a hearing and upon the recommendation of the board or board committee as provided in Section 3 of the Article. The defendant shall have the privilege of appearing on his/her own behalf, though no evidence shall be taken at this meeting, The President shall read the charges and the findings and recommendations, and shall invite the defendant, if present, to speak on his/her own behalf. The members shall then vote by secret ballot on the proposed expulsion. A 2/3 vote of those present and voting at the annual meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.

ARTICLE VII

Amendments

Section 1. Amendments to the constitution and bylaws may be proposed by the board of directors or by written petition addressed to the Secretary signed by 20 % of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the board of directors and must be submitted to the members with recommendations of the board by the Secretary for a vote within three months of the date when the petition was received by the Secretary. Proposed amendments to the standard for the breed must be submitted to the members with recommendations of the board by the Secretary for a vote following the procedures established by the AKC Board of Directors.

Section 2. The constitution and bylaws or the standard of the breed may be amended at any time, provided a copy of the proposed amendment has been mailed or sent in accordance with AKC's procedure on Electronic Balloting for AKC Parent Club by the Secretary to each member in good standing on the date of mailing, accompanied by a ballot on which a choice for or against the action to be taken shall be indicated. Dual envelope procedures described in Article IV, Section 4 (d) 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 postmarked, by which date the ballots must be returned to the Secretary to be counted. The favorable vote of 2/3 of the members in good standing who return valid ballots within the time limit shall be required to affect any such amendment.

Section 3. No amendment to the constitution and bylaws or to the standard for the breed that is adopted by the club shall become effective until it has been approved by the Board of Directors of the AKC.

ARTICLE VIII

Dissolution

Section 1. The club may be dissolved at any time by written consent of not less than 2/3 of the members in good standing. 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, 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 selected by the board of directors.

ARTICLE IX

Order of Business

Section 1. 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
- Approval of minutes of the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Reports of committees
- Election of officers and board (at annual meeting)
- Election of new members
- Old business
- New business
- Adjournment

Section 2. The order of business for all meetings of the board unless otherwise directed by majority vote of those present, shall be as follows:

- Approval of the minutes of the last meeting
- Report of Secretary
- Report of Treasurer
- Reports of committee
- Unfinished business
- Election of new members
- New business
- Adjournment

ARTICLE X

Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any other special rules of order the club may adopt.