

Constitution And By-Laws

Of the

GIANT CHINCHILLA

Rabbit Association

ARTICLE I

The name of this organization shall be **The Giant Chinchilla Rabbit Association.**

ARTICLE II

OBJECTIVES

To promote and encourage the breeding, raising and showing of the Giant Chinchilla Rabbit; to advance and protect the interests of breeders and the general public by disseminating correct information concerning all aspects of the value of raising the Giant Chinchilla Rabbit: and to affiliate with the American Rabbit Breeders Association and other organizations for the advancement of the rabbit industry in general.

ARTICLE III

MEMBERSHIP

Section 1: Any person of good character and reputation may become an active member in good standing. Application for membership must be made in writing to the Secretary, and must be accompanied by membership dues for at least one (1) year. No person shall be enrolled as a member until after dues are paid. The dollar amount for membership dues shall be decided by the Executive Board at the Fall Annual Meeting.

Section 2: Membership shall be acknowledged by a card issued by the Club, signed by the President and countersigned by the Secretary; and shall date from the time of acknowledgement to the termination of the period for which membership dues were paid.

Section 3: The Secretary shall notify each member of their membership expiration in the issue of the News Letter prior to the expiration. If membership is

not renewed within sixty (60) days after the expiration, the member will be dropped from the Club.

Section 4: No individual membership shall be accepted under Family or Rabbitry names.

Section 5: Family memberships may be applied for. Head of household shall pay regular dues for one adult; each additional adult over the age of 18 shall pay one half of regular dues; each youth under the age of eighteen (18)-date of birth must accompany or be on membership application-shall pay one fourth of regular dues-rounded to next highest dollar.

Section 6: Life Membership; Any one over thirty (30) years of age and having been a member for fifteen (15) consecutive years may become a Life Member by payment of \$100.00. Proof of age MUST accompany application for Life Membership.

Any one over sixty (60) years of age and having been a member for fifteen (15) consecutive years may become a life member with payment of \$50.00. Proof of age MUST accompany application for Life Membership.

Section 7: All individual members, except youth under the age of eighteen (18), shall have the right to vote, in person, NO proxy votes, at all regular or special meetings. One ballot for each adult member in a household will be mailed to the address of record for mail in voting.

ARTICLE IV OFFICERS and BOARD of DIRECTORS

Section 1: The officers of this Association shall consist of President, Vice-President, and Secretary-Treasurer. The Board of Directors shall consist of five members from different States, if at all possible, but NOT mandatory.

Section 2: The Officers and Directors shall be elected by mail-in ballots. The Officers and Directors shall be active breeders of Giant Chinchilla Rabbits and must have been a member at least three (3) years prior to filing a petition.

Section 3: The President and three (3) members of the Board of Directors shall be elected on odd numbered years. The Vice-President and two (2) members of the Board of Directors shall be elected on even numbered years.

All official terms shall begin at the American Rabbit Breeders Association Convention meeting of the Giant Chinchilla Rabbit Association, of the year of the

election. If no meeting is held at the American Rabbit Breeders Association Convention, official terms will commence on Monday of the Convention.

Section 4: Any vacancies of an office; either by resignation or other reasons, such as no candidate for an office, shall be filled by recommendation of the President to the Board of Directors. Board of Directors shall vote on the recommendation, within thirty (30) days, by written vote sent to the Secretary. The Secretary is to record the vote and then advise the President of the written results within five (5) days.

ARTICLE V

Duties of Officers and Board of Directors

Section 1: Executive board of Directors: This Board shall consist of the President, Vice-President, Secretary-Treasurer, and the Board of Directors. The President shall act as Chairman of the Board at all Executive Meetings. The Executive Board shall authorize expenditures, but no expense shall be incurred or authorized beyond the financial assets of the Association. The Executive Board shall make rules and decisions, for the good of the Association between regular meetings, as shall be deemed necessary during the course of the year. The decisions shall be presented at the regular meetings for discussion and changes if any by the membership. If no changes are to be made, the decisions shall stand and be made part of the Assoc duties are to direct the work of the Association: to appoint the Chairperson, with the Chairperson appointing the other members, of the various standing Committees and other Committees as may be deemed necessary. The President is ex-officio of all Committees. The Standing Committees shall be, but not limited to, Show, Auditing, Election and Standard of Perfection Committees. The President shall appoint a Secretary-Treasurer, subject to the approval of a majority of the Board of Directors. The President shall preside at all meetings of the Association, unless excused by the Board of Directors, or see that a meeting is held. And perform such other duties as may arise that pertain to the office.

Section 2: The President: The President's duties are to direct the work of the Association: To appoint the Chairperson, with the Chairperson appointing the other members, of the various standing Committees and other Committees as may be deemed necessary. The President is ex-officio of all Committees. The Standing Committees shall be, but not limited to, Show, Auditing, Election, and Standard of Perfection Committees. The President shall appoint a Secretary-Treasurer, subject to the approval of a majority of the Board of Directors. The President shall preside at all meetings of the Association, unless excused by the

Board of Directors, or see that a meeting is held. And perform such duties as may arise that pertain to the office.

Section 3: Vice-President: The Vice-President's duties are to support the President in all the duties of the office. In the absence of the President, the Vice-President is to preside at meetings. The Vice-President is ex-officio on all Committees.

Section 4: Secretary-Treasurer: The Secretary shall conduct the general correspondence of the Association. Send out all notices of meetings of the Association and/or Executive Board of Directors. Shall take minutes of all meetings of the Association and/or Executive Board of Directors and see that the minutes are made available to the membership. Secretary shall carefully preserve all records of the Association. The Secretary shall be on the Official Guide Book Committee and any other Publication Committee. The Secretary shall either publish or make arrangements for the publication of a Quarterly Giant Chinchilla Rabbit Association News Letter and mail it out or see that it is mailed to all members. The Secretary shall make sure that an election is held each year and mail an election petition to any member who request one, after making sure that the member requesting a petition has their dues paid in full for the duration of the office they are seeking. The Secretary shall perform such duties as are required in connection with the office.

As Treasurer, the Secretary-Treasurer shall collect all money due; i.e., but not limited to, Sanction Request Fees, membership fees and fees for advertisements in the News Letter. The Secretary-Treasurer shall receive twenty-five percent (25%) of all income money as compensation for the time spent on the office duties. The Treasurer shall pay from the funds of the Association such claims as are properly authorized and approved by the Executive Board, and perform such duties as pertain to the office.

Section 5: The Board of Directors: The Board of Directors, here after referred to as the Board, shall devise ways and means to carry out the objectives and purpose of this Association. The Board shall appoint the State Representatives. The Board shall be responsible for the conduct and actions of all officers of this Association. The Board has the legal obligation to take action against any Officer found not doing what is required of the office, or stepping outside the boundaries of the office.

Section 6: The President, Vice-President, and the Secretary-Treasurer shall have articles pertaining to their offices in each issue of The News Letter. The Officers of the Board of Directors shall have articles in at least three (3) of the four (4) issues of The News Letter. Exceptions will be accepted

ARTICLE VI

STANDING COMMITTEES

Section 1: Auditing Committee: An auditing committee shall be appointed by the President each fiscal year, or as the occasion may require. It shall examine the financial records and if found correct they shall certify the records to the Association.

Section 2: Show Committee: The duties of this committee shall be to promote and encourage the exhibiting of Giant Chinchilla Rabbits at all shows, The committee shall review the Sweepstakes Show Rules as needed to update and make necessary changes. The Board of Directors must approve the changes before they may go into effect.

The Committee shall locate a show location for the Giant Chinchilla Rabbit Association Spring Show and Annual Spring Meeting. The date of the Spring Show and Meeting should be approximately half way between the dates of the American Rabbit Breeders Association Conventions.

Section 3: Election Committee: The Election Committee shall consist of three members. The Chairperson shall be appointed by the President on a yearly basis. The Chairperson and the two (2) members shall not be candidates for any office in the Association. The members should live in proximity of each other.

Section 4: Standard of Perfection Committee: The President shall appoint all members of this committee, with recommendations from the Board, for a period of four (4) years at least. This committee consists of five very knowledgeable Giant Chinchilla Breeders. The time frame gives the committee members a chance to discuss any proposed changes and get the information out to the membership for their input. Majority of Committee must agree on any changes before it is put out to the members.

ARTICLE VII

CHARGES of MISCONDUCT

Section 1: Complaints or Charges of Misconduct against an Officer or member by another member shall be made in writing, along with a fee of \$50.00 to defray cost, to the Secretary. The Secretary shall inform the President. The President shall immediately appoint a Grievance Committee of no less than Three (3) knowledgeable Members to investigate. They shall report their findings to the Executive Board. The Board shall decide, by majority vote, to acquit,

suspend, or expel the defendant member. A report of the action taken by the Board shall be forwarded to the American Rabbit Breeders Association. Both the Complainant and the Defendant shall be notified of the action taken by the Board.

Any action taken by the Board shall be printed in the next issue of The News Letter, along with the complete investigation report.

Section 2: If a Complaint or Charge of Misconduct is against the President, the Secretary shall immediately contact The Board of Directors and they shall investigate. The President shall step down in favor of The Vice-President until the investigation is completed. The decision of The Board of Directors shall be final, and a copy of the investigation and action taken shall be forwarded to the American Rabbit Breeders Association, and also reported in the next two issues of the News Letter.

Section 3: If a Complaint or Charge of Misconduct against any member or Officer is found to be frivolous, The Board of Directors shall, at the very minimum, suspend the Complainant for a period of time, up to a maximum of one (1) year.

ARTICLE VIII AMENDMENTS

Section 1: This Constitution can only be amended by a 2/3 vote, of the members voting, by either mail-in ballot or at the regular meeting as deemed necessary by the Board. A proposed amendment must be submitted, in writing, to the Secretary and published in three (3) consecutive issues of the News Letter prior to the vote. In the third (3rd) issue, it will be printed if the voting shall be by mail-in ballot, ballot will be in that issue, or voice vote at the next regularly scheduled meeting.

BY-LAWS

ARTICLE I Annual Show and Meeting

Section 1: There shall be two regularly scheduled meetings each year. The Annual Show and Meeting shall be held in conjunction with The American Rabbit Breeders Association National Convention. As this Convention is held in the fall, the Show Committee shall select the time and place for the Spring Annual Show and Meeting.

Section 2: Special Meetings: The President may call a special meeting of the Association when so requested, in writing, by at least ten (10) adult members in good standing. At such special meeting there shall only be considered the Special Business for which the meeting was called. The Membership is to be notified by U.S. Mail of the place, the time and the date of the Special Meeting. The ten (10) members requesting the meeting shall be in attendance.

Section 3: Quorums: At the two (2) regular meetings, eight (8) adult members in good standing shall constitute a quorum of the Association. Five (5) Officers of the Executive Board shall constitute a quorum of the Executive Board. No member can act as proxy for any other member. If a quorum is not present for either of the two (2) regular meetings, the presiding officer shall call it an unofficial meeting and discussions can be held, but no official action can be taken. A report of the unofficial meeting shall be made in the next issue of the News Letter.

ARTICLE II ELECTIONS

Section 1: Any Member in good standing of the Association seeking candidatedship for any elective office of the Association shall write the Secretary for a petition. Said petition shall be filled in for the office the petitioner is seeking, signed by the member seeking the office and five (5) members in good standing. The petition shall be filed with the Secretary not later than the first (1st) day of June of the election year for said office, and the membership fees due for the duration of the office for which the petitioner is seeking. The Secretary shall then place the candidates name on the Election Ballot to be mailed to all adult members in good standing at least sixty (60) days before the Annual Meeting, at the National Convention.

Any Youth Member who has attained the age of eighteen (18) at the time the ballots are mailed may vote. Proof of date of birth must be on file with the Secretary prior to June first (1st).

Section 2: The Election Ballot shall be returned, by the date marked, to the Election Chairperson, in a pre-addressed envelope marked BALLOT. No ballots in any other envelopes to be counted. The Election Committee shall count the ballots and report the results to the Secretary. Ties shall be resolved by secret

ballot of the Executive Board. Results of the election, including any tie breaker votes, shall be reported at the Annual Meeting and printed in the next issue of the News Letter.

ARTICLE III BOND FOR TREASURER

Section 1: The Secretary-Treasurer shall, if the amount in the treasure excides \$2,000.00, give a bond issued by a Bonding Company, subject to the approval of the Board of Directors. The premium of said bond shall be paid by the Association.

ARTICLE IV TREASURER

Section 1: The Treasurer's records are property of the Association, but shall be retained by the Treasurer until such time as the records have been certified by the Auditing Committee as being correct. Once certified, the records are to be sealed and turned over to the President. The Treasurer's records are to be maintained for a minimum of three (3) years or per IRS requirements. An Audit shall be held each year prior to the Annual Meeting during the American Rabbit Breeders Association National Convention. An Audit shall also be held at any time a new Treasurer OR President takes office.

ARTICLE V TRANSPORTATION

Section1: The President and Secretary-Treasurer shall have a part of their expenses paid to both of the Annual meetings, provided that at no time shall the amount exceed fifty dollars (\$50.00) per meeting.

ARTICLE VI OFFICERS SUPPLIES

Section 1: Officers shall be supplied with stationary printed with the Giant Chinchilla Rabbit Association logo, and the words 'THE MILLION DOLLAR RABBIT' to be used exclusively for official duties.

ARTICLE VII

ADVERTISING

Section 1: An advertising campaign shall be carried out in various magazines, for the purpose of dissemination of correct information concerning The Giant Chinchilla Rabbit Association, as to its value for food, fur, show and as a pet. Expenditures to be determined by the Executive Board.

ARTICLE VIII RULES

Section 1: This Association shall have the authority to make such laws, establish such rules and adopt such regulations as may be necessary for the governing of its members.

Section 2: The Association requires all members to obey its mandates pertaining to the ethics peculiar to the rabbit industry. The Association shall not require its members to commit any act which would make them amenable to the laws of the United States of America, any of its political subdivisions, or of The American Rabbit Breeders Association.

Section 3: The current edition of Roberts Rules of Order Newly Revised shall be considered as the final authority for this Association on all questions not specifically covered by the Constitution and By-Laws.

ARTICLE IX NOTICES

All notices required to be sent to any member shall be sent by U.S. Mail prepaid to their address as listed in the Association membership list and such mailings shall be presumptive evidence of the service thereof.

ARTICLE X ORDER OF MEETINGS

1. Roll Call
2. Reading of the minutes of previous meeting
3. Repots of Committees
4. Report of Board of Directors
5. Report of Treasure
6. Reading of Communications
7. Unfinished business

8. Installation of Officers
9. New Business
10. Discussions for the good of the Association
11. Adjournment

ARTICLE XI AMENDMENTS

Section 1: The By-Laws can only be amended by majority vote, of members voting, by either mail-in ballot or at the regular meeting, as deemed necessary by the Board. The proposed amendment shall be in writing, to the Secretary and published in three (3) consecutive issues of the News Letter prior to vote. In the third (3rd) issue will be printed how voting will be done.

Constitution and By-Laws revised November, 2006 by the Committee of Carl W. Filiater, Meg Whitehouse, and Larry Miley.

Voted on and accepted by the Membership.....to be added