



YAKIMA VALLEY KENNEL CLUB

PO Box 968 Yakima, WA 98907

Thank you for your interest in joining the Yakima Valley Kennel Club. In this packet you will find a membership application, the club's constitution and by-laws plus our standing rules and an informational club brochure.

You must read the club's constitution/by-laws before signing the membership application.

You will need the sponsorship of two (2) members in good standing. They must sign where indicated on your application. Once your application is completely filled out with all required signatures you may then turn it into the club secretary with the appropriate dues. Dues are \$15 per adult single membership, \$25 per couple (two adults residing at the same physical address) and \$10 for juniors (under the age of 18 years). Make your check payable to YVKC. If you pay by cash the club treasurer will issue you a receipt.

Your application will be read at the next two (2) club meetings that you attend after it has been received by the secretary. If you are applying as a couple both people must attend these two meetings for both to be read. There will be a written vote by the membership after the second reading to decide your acceptance into the club. The secretary will notify you in writing by mail of those results.

Your application process must be completed within a six month period from the date you turned it in. If this does not happen your application and dues will be returned to you.

MEMBERSHIP APPLICATION

Applicant's Name: _____ Occupation: _____

Co-Applicant or Spouse: _____ Occupation: _____

Address: _____

City/State/Zip: _____

Home Phone: _____ Work Phone: _____

E-Mail: _____

How many dogs do you currently own? _____

What Breeds: _____

Do you currently belong to a breed club or other dog organization? _____

If yes, which clubs: _____

If not, please state why: _____

Reference: (Person within your breed who knows you well. Could be your breeder. Veterinarian is also acceptable.)

Name: _____

Address: _____

Phone: _____

YVKC SPONSORS: Must be two members in good standing.

1) _____ 2) _____

Note: Membership dues must accompany application; these will be refunded if your application is denied. You must attend 3 meetings before your application is voted on. The readings must take place within a six-month period.

I certify that I have READ the YVKC Constitution and By-Laws, which have been provided to me.

Applicant's Signature: _____ Date: _____

Co-Applicant's Signature: _____ Date: _____

FOR YVKC USE ONLY:

Date Submitted: _____ Amount Rec'd: _____ Cash _____ Check _____

1st Reading: _____ 2nd Reading: _____ Vote: _____

QUESTIONNAIRE

In order for the club to better serve its members, we would appreciate you taking time to fill out this short information sheet.

Have you previously been a member of a dog organization? _____
If yes, which one(s)? _____

Have you ever served in office or on a committee in these clubs? _____

How many litters have you bred in the last five years? _____

Do you plan to breed again? _____

Have you trained a dog to a title? _____ If yes, what titles? _____

Have you shown dogs in breed competition? _____ Please give a short statement of your dog showing background: _____

Please check your interest areas:

_____ Obedience training
_____ Conformation Showing
_____ Tracking
_____ Hunting
_____ Field Trials
_____ Agility
_____ Rally

_____ Dog Backpacking/Skijoring
_____ Judging
_____ Junior Showmanship
_____ Pulling
_____ Stewarding
_____ Herding
_____ Earthdog

What other skills/interests do you have which you might be interested in sharing with the club:

_____ Carpentry
_____ Sewing
_____ Painting
_____ Organizing Sweepstakes
_____ Public Relations
_____ Teaching
_____ Organizing Fun Matches
_____ Sign Making

_____ Public Speaking
_____ Teaching Obedience
_____ Grooming
_____ Fundraising
_____ Working W/ Children
_____ Organizing AKC Shows
_____ Health
_____ Other _____

Please check the main YVKC committees that you are willing to help with:

_____ Fun Match
_____ Shows
_____ Agility Trial
_____ Obedience Classes
_____ Conformation Classes/Seminars
_____ Rescue
_____ Fundraising

_____ Newsletter
_____ Programs
_____ Telephoning
_____ Education
_____ Grounds
_____ Hospitality

We would appreciate any ideas or suggestions you might have on programs you would be interested in seeing presented by the club.

Yakima Valley Kennel Club, Inc.

Constitution and By-Laws
Revised October, 2010

CONSTITUTION

Article I

Name and Objects

SECTION 1. The name of the club shall be Yakima Valley Kennel Club, Inc.

SECTION 2. The objects of the club shall be:

- (a) to further the advancement of all breeds of purebred dogs.
- (b) to do all in its power to protect and advance the interests of all breeds of purebred dogs and to encourage sportsmanlike competition at dog events.
- (c) to hold events under The American Kennel Club Rules and Regulations for which the club is eligible.
- (d) to hold functions for all dogs, such as training classes and health clinics.

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.

SECTION 4. The members of the club shall adopt and may from time to time revise such by-laws as may be required to carry out these objects.

BY-LAWS

Article I

Membership

SECTION 1. Eligibility.

There shall be four types of membership open to all persons who are in good standing with The American Kennel Club and who subscribe to the purposes of this club.

Regular Membership

Enjoys all club privileges including the right to vote and hold office.

Lifetime Membership

For those individuals who have been members for a long period of time; lifetime members pay no dues but are eligible to vote and hold office.

Honorary Membership

Any individual who has rendered meritorious service to the club may be recommended as an Honorary member by the Board of Directors, subject to the favorable vote of 2/3 members present at a general meeting. Honorary Members shall be exempt from all fees and shall enjoy all the privileges of regular members except the right to vote, chair a committee, endorse an applicant for membership to the club, or hold office in the club. Honorary Members may, however, apply for regular membership as outlined in Section 3, Election to Membership.

Junior Membership

Shall consist of persons under 18 years of age. They shall be entitled to all privileges of a regular member, except that they may not hold office, chair a committee, vote, nor be entitled to endorse an applicant for membership to the club.

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

SECTION 2. Dues.

Membership dues shall be that amount per year recommended by the Board and accepted by vote of the General Membership. Dues are payable on or before the first day of September each year. No member may vote whose dues are not paid for the current year. During the month of July, the treasurer shall send to each member a statement of his dues for the ensuing year.

SECTION 3. Election to Membership.

1. 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 constitution, by-laws and the rules of The American Kennel Club. The application shall state the 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 payment for the current year. All applications are to be filed with the Secretary, and each application is to be read at the first meeting of the club after its receipt. The application must be read at 2 general meetings, with the applicant present. The application process must be completed within 6 months of applying. If the application process is not completed within that time frame, the application and any funds paid for membership, will be returned along with a letter of explanation. At the second reading, it will be voted upon by secret ballot. Affirmative votes of $\frac{2}{3}$ of the members present and voting at that meeting shall be required to elect the applicant. Applicants for membership who have been rejected by the club may not re-apply within six months after such rejection.

Section 4 Member in Good Standing

A member in good standing is defined as...

- (a) one who owes no debt to the club
- (b) one whose dues check for current year has cleared
- (c) one who has not been suspended by YVKC and/or AKC

SECTION 5 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 after the 30th day of September. However, the Board may grant an additional 30 days of grace to such delinquent members in meritorious cases..
- (c) by expulsion. A membership may be terminated by expulsion as provided in Article VI of the by-laws.

Article II

Meetings, Voting, and Communications

SECTION 1 Club Meetings.

Meetings of the club shall be normally held in the greater Yakima area on the 4th Tuesday of the month, at such hour and place as may be designated by the Board of Directors. Board of Directors may change this date when deemed necessary. Written notice of each meeting shall be sent by the secretary at least 10 days prior to the date of the meeting. The quorum for such meetings shall be 20% of the members in good standing.

SECTION 2 Special Club Meetings.

Special Club meetings may be called by the President, or by a majority vote of the members of the Board who are present and voting at a regular or special meeting of the Board, and shall be called by the Secretary upon receipt of a petition, signed by five members of the club who are in good standing. Such special meetings shall be held in the greater Yakima area at such place, date and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such meeting shall be sent by the Secretary at least 5 days and not more than 15 days prior to the date of the meeting, and said notice shall state the purpose of the meeting, and no other club business may be transacted thereat. The quorum for such a meeting shall 20% of the members in good standing.

Section 3 Board Meetings.

Meetings of the Board of Directors shall be held in the greater Yakima area on the First Tuesday of each month, at such hour and place to be designated by the Board. The Board of Directors may change this date when deemed necessary. Written notice of each such meeting shall be sent by the Secretary to all members at least 5 days prior to the date of the meeting .The quorum for such meeting shall be a majority of the Board.

SECTION 4 Special Board Meetings.

Special meetings of the Board may be called by the President, and shall be called by the Secretary upon receipt of written request signed by at least three members of the Board. Such special meetings shall be held in the greater Yakima area at such a place, date and hour as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be sent by the Secretary, at least 5 days and not more than 10 days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for such a meeting shall be a majority of the Board.

SECTION 5 Voting

Each member in good standing shall be entitled to one vote at any meeting of the club at which he/she is present. Proxy voting will not be permitted at any meeting or election.

SECTION 6 Emergency Meetings

Emergency Board meetings may be called by the President. The Vice-President may call the meeting only if the President is incapacitated or absent. Notice of such meetings must be in writing or may be sent by email. Each board member must respond with written authorization, or by email, for such a meeting. Actions taken at such meetings must be ratified at the next regular board meeting in order to become an official act of the board.

Section 7 Notification

Written notification of meetings and businesses can be sent by U. S. Mail or electronic means. The newsletter may be used as a means of notification.

Article III

Directors and Officers

SECTION 1 Board of Directors

The Board shall be comprised of the President, Vice-President, Secretary, Treasurer and three other persons (all of whom shall be members in good standing). All shall be elected for one-year terms at the club's annual meeting as provided in Article IV and shall serve until their successors are elected, with the exception that a retiring President will become a member of the Board of Directors the following year. In the event of the reelection of the President, this vacancy on the Board will be filled according to Article IV. General Management of the club's affairs shall be entrusted to the Board of Directors.

SECTION 2 Officers.

The club's officers, consisting of the President, Vice-President, Secretary and Treasurer shall serve in their respective capacities both with regard to 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 by-laws.

- (b) The Vice-President shall have the duties and exercise the powers of the President in case of the President's death, absence or incapacity.
- (c) The Secretary shall keep a record of all meetings of the club and of the Board and of all matters of which a record shall be ordered by the club. He/She shall 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 members of the club with their addresses and carry out such other duties as are prescribed in these by-laws.
- (d) The Treasurer shall collect and receive all moneys due or belonging to the club. He/She shall deposit the same in a bank designated by the Board, in the name of the club. The books shall at all times be open to inspection of the Board and he/ she shall report to them at every meeting the condition of the club's finances and every item of receipt or payment not before reported. At the annual meetings he/she shall render an account of all moneys received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

SECTION 3 Vacancies.

Any vacancies occurring on the Board or among the offices during the year shall be filled until the next annual election by a majority vote of all the then members of the Board at its first regular meeting following the creating of such vacancy, or at a Special Board Meeting called for that purpose; 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, Annual Meeting, Elections

SECTION 1 The Club Year.

The Club's fiscal year shall begin on the first day of September and end on the 31st day of August. The club's official year will coincide with the club's fiscal year.

SECTION 2 Annual Awards Meeting

The annual meeting shall be held the 4th Tuesday of September. Committee chairmen shall give their written reports at this meeting and annual awards shall be presented

SECTION 3 Elections.

(a) The Elections shall be held in the month of May at which officers, Delegate to The American Kennel Club, and Directors, for the ensuing year, shall be elected by secret written ballot from among those nominated in accordance with Section 4 of this Article. They shall take office the first day of September. Each retiring officer shall turn over to his successor in office all properties and records to that office within 30 days of the first of August. Newly-elected officers will be expected to attend June, July and August Board meetings to familiarize themselves of club procedures.

(b) The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The three nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected.

SECTION 4 Nominations.

No person may be a candidate in a club election who has not been nominated. During the month of January, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom may be a member of the Board. The President shall not appoint this committee or be a member of it, -ex officio or otherwise. The Secretary shall immediately notify the committee person and alternates of their selection. The Board shall name a Chairperson for the committee and it shall be his/her duty to call a committee meeting which shall be held on or before February 1st.

(a) The Committee shall nominate one candidate for each office (and for Delegate who may but need not be an officer or Director of the Club), and three candidates for the three other positions on the Board, and after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing.

(b) Upon receipt of the Nominating Committee's report, the Secretary shall before March 13th notify each member in writing of the candidates so nominated.

(c) Additional nominations may be made at the April meeting by any member in attendance provided that person so nominated does not decline when his/her name is proposed, and provided further that if the proposed candidate is not in attendance at this meeting, his/her nominator shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate (except for the position of Delegate). No person may be a candidate for more than one position, and the additional nominations which are provided for

herein may be made only from among those members who have not accepted a nomination of the Nominating Committee.

- (d) Nominations cannot be made at the annual meeting or in any manner other than as provided in this Section.

Article V

Committees

SECTION 1 Committee

The Board shall each year appoint standing committees to advance the work of the club in such matters as American Kennel Club eligible events, trophies, annual prizes, membership and other fields which may well be served by committees. All committee appointments shall be announced at the Annual Award meeting. Such committees shall always be subject to final authority of the Board. Special committees may also be appointed by the Board to aid it on particular projects.

SECTION 2 Appointment Termination

Any committee appointment may be terminated by a majority vote of the full Board. Written notice of the Board's action will be given to the appointee.

Article VI

Discipline

SECTION 1 American Kennel Club Suspension.

Any member who is suspended from any privileges of The American Kennel Club automatically shall be suspended from the privileges of this Club 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. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$50.00,

which shall be forfeited if such charges are not sustained by the Board 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. If the Board considers that the charges do not allege conduct which would be prejudicial to the best interest of the Club 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 not less than 3 weeks nor more than 6 weeks thereafter. The Secretary shall promptly send one copy of the charges to the accused member by certified mail together with notice of the hearing and assurance that the defendant may personally appear in his own defense and bring witnesses if he wishes.

SECTION 3 Board Hearing

The Board 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 complainant and defendant, the Board may, by a majority vote of those present, reprimand or suspend the defendant from any privileges of the club for not more than six months from the date of the hearing. If the Board deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such a case, the suspension shall not restrict the defendant's right to appear before his fellow members at the ensuing Club meeting which considers the Board's recommendation. Immediately after the Board 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 Board's decision and penalty, if any.

SECTION 4 Expulsion.

Expulsion of a member from the Club may be accomplished only at a meeting of the Club following a Board hearing and upon the Board's recommendation as provided in Section 3 of this Article. Such proceedings may occur at regular or special meeting of the Club to be held within in 60 days but not earlier than 30 days after the date of the Board's recommendation of expulsion. The defendant shall have the privilege of appearing in his own behalf, though no evidence shall be taken at this meeting. The President shall read the charges and the Board's findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf if he wishes. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the meeting shall be necessary for expulsion. If expulsion is not so voted, the Board's suspension shall stand.

Article VII

Amendments

SECTION 1 Amendments to the constitution and the by-laws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by 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.

SECTION 2 The constitution and by-laws may be amended by a 2/3 vote of the members present and voting at any regular or special meeting called for the purpose, provided the proposed amendments have been included in the notice of the meeting and mailed to each member at least two weeks prior to the date of the meeting.

SECTION 3 No amendment to the constitution and by-laws that is adopted by the Club shall become effective until it has been approved by the Board of Directors of The American Kennel Club.

Article VIII

Dissolution

SECTION 1 Dissolution.

The Club may be dissolved at any time by the written consent of not less than 2/3 of the members. 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. After payment of debts of the Club, the Board of Directors shall give the remaining assets to a charitable organization that benefits dogs.

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

Introduce guests

Minutes of last meeting

Minutes of last Board meeting

Report of Secretary

Report of Treasurer

Report of AKC Delegate

Report of Committees

Election of Officers and Board (at May meeting)

Election of new members

Unfinished business

New business

Adjournment

SECTION 2 At meetings of the Board, the order of business, unless otherwise directed by majority vote of those present, shall be as follows:

Reading of minutes of last meeting

Report of Secretary

Report of Treasurer

Report of Committees

Unfinished business

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 special rules of order the club may adopt.

Standing Rules (Updated through August 2016)

Accounting Review:

- The Board shall arrange for a quarterly finance review.

Agility Trial:

- Photographer for the event will be chosen at the committee level. (5/05)
- Mixed breeds are allowed to participate in Agility Trials (2/23/10)
- Entry refunds will be allowed for bitches in season (10/08). Proof that the bitch is in season is either a letter from a vet or the owner/handler can bring the bitch to be inspected by the show vet. (8/23/11)

Annual Awards Dinner-Meeting:

- If the Club is participating in the Central Washington State Fair, the Annual Meeting shall be held in September on a date that doesn't conflict with this participation. (1/25/11) The Club shall conduct a minimum of business at this function. Annual committee reports shall be given plus the Treasurer's yearly report. (01/09)

Award Plaques:

- YVKC will give plaques every year to those YVKC Members whose dogs earn AKC titles or who win BIS, BISS, OTCH, MACH, PACH, HCS, or HIT, for the current year. A plaque may be awarded for a title earned in a prior year where the failure to award was due to Club error. These awards will be given at the annual banquet only to Members in good standing.
- To be eligible, the title must have been earned from the time of the YVKC show of the preceding year up to and including the YVKC show of the current year. Those titles eligible include all titles recognized by AKC.
- Plaques can come in two forms, multi-dog or individual dog. Member must choose which they prefer. (8/04)

Bills:

- All bills must be itemized. Requests for reimbursement must be submitted with receipts. All expenses over \$200.00 must be approved by the Board, except where committees are allowed additional funds.
- Any committee personnel who expend or receive funds on the Club's behalf shall maintain accurate records of those transactions and turn all such records over to the Treasurer, keeping a record of those transactions for their committee.
- When possible the Club should buy "Forever Stamps" in quantity for use when postage is required. (04/09)
- Notwithstanding the statement in the Club Bylaws that no member of YVKC shall profit from membership in the Club, a Club Member can be reimbursed for services they provide to the Club, provided they charge no more than what they would normally charge to non-Club Members. (2/2/10)
- The Club will pay \$250 each December to the Selah Civic Center for use of the Senior Room for the following year. (8/23/11)

Christmas Party:

- The Club shall conduct a minimum of business at this party and there is to be no voting on new members at this event.

Classes and clinics:

- No child under the age of 12 will be admitted to classes unless they are in an organized youth group, the child of a YVKC Member, or approved by the class instructor; said children must have an adult present during class.
- Dogs must be at least 6 months old to participate in obedience classes, unless approved by the class instructor.
- Persons paying for Club services or goods in classes and clinics will be issued a receipt and a copy of that receipt will be retained by the Treasurer.
- For the purposes of paying fees, "Club Member" means those people who have been voted into Membership. Club prices are for Members in good standing, their dependents, and all youth ages 17 and under. (3/24/15)

- In case of any questions, the owner must have proof of vaccinations available for verification. Any dog in questionable health must be removed from the premises. (11/18/85)
- All class participants, including those socializing must sign a liability waiver and may be charged a fee.
- If a dog is determined to be unsafe to people and/or dogs by an instructor, the owner of the dog may be asked to remove said dog for the remainder of the class(es).
- Flexileads are not allowed at any indoor Club event.
- Club Members failing to pay for a class must be current at their next Club appearance or they will be considered in debt to the Club.

Donations:

- Donations to a worthy cause may be requested by any Member and shall be submitted to the Board of Directors for approval and recommendation.

Equipment:

- Any person wanting to borrow equipment from the Club must present the request in person to the Board. Any person who is granted permission to borrow equipment from the Club must sign a liability form agreeing to replace the equipment if destroyed or repair any damages to the satisfaction of the Board. The liability form will state how damaged equipment will be assessed and paid for. (10/18/90)

Youth Groups:

- YVKC will give membership prices for all Club activities to all youth ages 17 and under. (3/24/15)

Judges Committee:

- Duties of the committee will be to:
 - Select judges
 - Contact judges
 - Send letters of intent to hire
 - Send contracts
 - Arrange motel and hospitality when at the show
 - Send a list of the judges panel to show committee
 - The Judge's Committee Chair will have final hiring-authority over all-breed dog show judge selection. (8/6/13)

Membership:

- All dues must be paid directly to the Treasurer, or in the case of the Treasurer's absence, to the appointed acting Treasurer. (11/18/84)
- Dues will be \$15.00 per person or \$25.00 per (couple) family and \$10.00 for Junior Members. A family consists of 2 adults from the same household. Dues of new Members admitted on or after June 1st will be considered paid for the following fiscal year.
- New Members' checks will be deposited in the Club account when first received with their application. If the applicant does not become a member, a refund check will be issued. (12/4/12)

Newsletter:

- Any newsletter published by YVKC will be sent to Members and Yakima Valley area veterinarians free of charge. It is sent on an exchange basis to area kennel clubs. A sample copy will be sent on request to prospective members.
- The Newsletter will serve as a meeting notice.
- Financial information other than fees and cost of events shall not be published in the Newsletter. (3/03)
- The Board of Directors of the Yakima Valley Kennel Club reserves the right to proof and edit the Newsletter and any attachments prior to distribution. (10/03)
- Unapproved General Meeting Minutes may be published in the Newsletter if they have been reviewed by the Board. (11/08)
- * Only one copy of the Newsletter will be sent out per household. (11/08)
- * With Board approval, YVKC will print a brief announcement in the Newsletter of other non-profit dog clubs' events upon their request. (3/27/12)

NSF Check Policy:

- Any person paying the Club for amounts owed with a check and the check is returned to the Club for non-sufficient funds (NSF) shall be billed for outstanding monies and any fees charged by the bank for the NSF check(s). Such monies and fees are to be paid in cash, money order or cashier's check. Said person will, from then on, be on a cash basis for the remainder of the Club year or 6 months whichever is longer. If said person is a Member, he/she cannot vote until all such monies and fees are paid. See Membership, "Member in good standing". (3/03)

Sanctioned B/OB Match:

- Sanctioned B/OB Match will be held at least once each year.
- No telephone entries will be accepted, only mail entries accompanied by the proper fees. Entries will be accepted on the day of the match.

AB/OB/R Show:

- The Club logo will be imprinted on ribbons.
- The Show shall be held the 22nd weekend of the year (per the AKC Corresponding Date Table).
- Donors will be listed at the beginning of the catalog and premium list. All trophies will be given in the name of the Club except where specified.
- Members of the Judges Committee, the Show Chair, and the Chief Ring Steward, or any member of their household cannot enter their dogs at our Spring Show. (4/04)
- Event meals will be planned by the Hospitality Committee with approval from the Board for expenditures. (3/04)
- Judges shall be paid no more than \$550 per assignment without Board approval. (8/04)
- All fees for the AB/OB/R Dog Show shall be reviewed by the Show Committee and presented to the Board/Club Annually. The Parking Vendor will be a Club decision. Show Photographer shall be selected by the Show Committee.
- Entry refunds (less fees, postage, handling, etc.) will be allowed for bitches in season for obedience/rally (10/26/10). Proof that the bitch is in season is either a letter from a vet or the owner/handler can bring the bitch to be inspected by the show vet. (8/23/11).
- Show photographers shall be invited for three years. (6/05)

Special Awards:

- **(a) The Paul Lancaster Award**
- This award may be given to a Member at the Annual Dinner for outstanding service to the Club.
- **(b) Dog of the Year and/or Humanitarian of the Year.** These award(s) may be given at the Annual Dinner but nominations may be submitted at any time of the year. Criteria for these awards shall be on file with the Club Secretary.
- When a Club Member dies, the Club will sponsor a Best of Breed Trophy for their breed in their name for the next five years, unless someone else is already sponsoring a Best of Breed Trophy in that specific breed. The trophy is to be what the Club is currently using for Best of Breed sponsorship. (6/28/11)

Website:

The Club shall employ a third party to develop, maintain, and update the YVKC website. (5/7/13)

Standing Committees:

The following list of standing committees will be voted on by the Board following the election of officers.

Committees must be filled by the September Annual Meeting:

- Agility
- Annual Dinner
- Awards
- Board-Appointed Special
- Breeder Referral
- Budget
- Calling
- Christmas Party
- Conformation
- Constitution and By-laws

- Education
- Facebook
- Finance
- Grounds/ Equipment
- Health Clinics
- Historian
- Hospitality
- Newsletter
- Obedience/Rally
- Program
- Publicity
- Sanctioned BOB Match
- Scholarship
- Show
- Sunshine
- Trophy
- Website

Standing Rules:

- Standing rules shall be reviewed annually in September.

Sunshine:

The Sunshine Committee will send flowers at the recommendation of the Board.

Voting:

- There must be a hand vote on all issues except those involving individuals. (1/14/85)
- There must be a written ballot in all situations involving individuals. (1/4/85)
- Before any vote it must be clearly stated that only those Members in good standing may vote. (1/14/85)
- The number of votes needed to validate a motion must be established at the beginning of each meeting. (1/14/85)