

**By-Laws  
of  
The Duluth Retriever Club**

I.  
NAME

The name of this club shall be the Duluth Retriever Club.

II.  
PURPOSE

The purpose of this club shall be to encourage conservation of game by the development and training of field dogs and retrievers generally, promote good citizenship in the proper training of dogs in obedience and in the field, encourage the holding of field trials, bench trials, and hunting tests under the rules and regulations of the American Kennel Club, conduct educational classes in the handling and training of field dogs and retrievers, promote the conservation of fish and game generally, and promote safe handling of firearms, through moral, educational, social and scientific means, including educational meetings and forums, distribution of informational literature and a regular newsletter, and the performance of such other charitable and educational functions necessary, appropriate or otherwise promoting an interest in field dogs and retrievers.

III.  
OFFICERS

The officers of the club shall be President, a First Vice President, a second Vice President, a Secretary, a Treasurer, a Field Trial Chairman, a Field Trial Secretary, a Hunters Test Chairman, and Hunters Test Secretary, who shall be members ex-officio of the Board of Directors.

IV.  
BOARD OF DIRECTORS

The Board of Directors shall consist of a total of not less than eleven members in addition to the President. The Current officers of the club and the immediate past president shall be ex-officio members of the Board, and the remaining members shall be elected by the membership. The members of the Board, who are not officers shall be elected for a two year term, except the Board elected to serve until the first annual meeting, of which Board three shall be elected for a one year term and three for a two year tem". All officers and directors shall serve until their successors are duly elected and qualified,

Meetings of the Board of Directors shall be held at least semi- annually on such day and at such time as they shall decided. The Board of Directors shall manage the affairs of the club, and control the actions of the officers thereof, determine and fix the qualifications for the membership of the club, and supervise its activities generally, and shall carry out the purposes of the club in conformity with the rules and regulations of the American Kennel Club, whenever applicable, and in accordance with these by-laws.

A majority of the Board of Directors shall constitute a quorum for the transaction of business, and the affirmative vote of a majority of the Board members present at a meeting shall be sufficient for action.

The Board of Directors shall approve all applications for membership in the club.

## V.

### DUTIES OF OFFICERS

The President shall be the Chief Executive Officer of the club. The President shall preside at all meetings of the club and shall sign, when countersigned by the Secretary and or Treasurer, all obligations, contracts, and other papers for and on behalf of the club, and shall have general and active management of the club's business under the directions of the Board of Directors.

The First Vice President shall be an assistant to the President, and shall preside at all meetings at which the President is not present, and shall exercise all the powers of the President during their incapacity, and or while the office is actually vacant.

The Second Vice President shall be an assistant to the President, and shall exercise the powers of the office during the absence or incapacity of the President and First Vice President.

The Secretary shall have the care and custody of the club's books and records, and shall properly keep minutes of all the meetings of the club and the Board of Directors.

The Treasurer shall have the custody of the clubs funds and securities, and shall disburse the same upon order of the Board of Directors, or upon resolution of the club passed at a meeting thereof, and shall keep full and accurate records and accounts of all receipts and expenditures.

The office of Secretary and Treasurer may be held by one person.

The Treasurer shall be bonded by the club in an amount of \$1000.00 at the expense of the club. All money, funds and securities of the club shall be deposited in a National Bank in the City of Duluth, Minnesota in the name of the Club.

The Field Trial Chairman shall have general charge of all field trials, and shall appoint a Field Trial Committee and Gun Captain. The Gun Captain shall select and appoint Official Guns, who shall be rotated as far as possible, and, if available, confined to club members.

The Field Trial Secretary shall have general custody of the Catalogues, Field Trial Judge's Books, and other papers pertaining to the field trials held by the club, and as directed by the Field Trial Committee, shall prepare and issue the announcements, entry list, award list, Field Trial Judges' Book, collect the required fees for entry, and keep all the records required by, and make and transmit to the American Kennel Club, such reports. Letters, and other papers as may be required by its rules pertaining to the conduct of field trials.

The Hunters Test chairman shall have general charge of all hunting tests, and shall appoint a Hunting Test Committee and Gun Captain. The Gun Captain shall select and appoint Official Guns, who shall be rotated as far as possible, and if available, confined to club members.

The Hunters Test Secretary shall have general custody of the Catalogues, Hunting Test Judge's Books, and other papers pertaining to the hunting tests held by the club, and as directed by the Hunting Test Committee, shall prepare and issue the announcements, entry list, award list, Hunting Test Judge's Books, collect the required fees for entry, and keep all the records required by, and make and transmit to the American Kennel Club, such reports, letters, and other papers as may be required by its rules pertaining to the conduct of hunting tests.

## VI. MEETINGS

Regular meetings of the club shall be held on the first Tuesday of each month at such place as may be announced at a previous regular meeting or given by notice, either oral or written. In the event of a change in the regular place of meeting, the Secretary shall notify all members of the club of the time and place of the meeting; otherwise no notice of regular meetings shall be required.

Special meetings may be called upon two days written notice, upon order of the President, a majority of the Board of Directors at a meeting thereof, or upon the written request of at least five members of the club, which notice shall be transmitted by the Secretary to the general membership of the club.

The annual meeting of the club shall be held on the first Tuesday in September of each year and the first business shall be the election of officers, and the members of the Board of Directors whose terms shall expire. All officers shall be elected for a term of one year, and until their successors have been elected and qualified. In the event of a vacancy in any office, the vacancy shall be filled at the next club meeting held after such vacancy occurs. All directors and officers shall be subject to removal from office by a resolution passed at any regular meeting for the club, or at a special meeting called for that purpose, after opportunity for full hearing on specified charges shall have been first given to such directors and/or officers. The final authority in all such matters shall rest in the membership of the club.

The Board of Directors shall present to the annual meeting a detailed financial statement showing the receipts and expenditures of the year, and a general statement of the affairs and conditions of the club.

The fiscal year of the club shall terminate on the last day of December in each calendar year.

## VII. STANDING COMMITTEES

There shall be the following standing committees:

- Membership Committee
- Finance Committee
- Hunting Test Committee
- Program Committee
- Field Trial Committee

VIII.  
VOTING

At all meetings of the club, regular, special or annual, voting may be by written proxy, or in person, provided that all members personally present at a meeting shall vote personally, and that each member of the club shall be entitled to cast one vote on every matter considered.

IX.  
NOMINATIONS

All nominations for officers and directors shall be made from the membership of the club and shall be made from the floor at the time of the election thereof.

X.  
ORDER OF BUSINESS

The order of business of all meetings shall be as follows:

1. Reading and approval of minutes of previous meetings.
2. Communications.
3. Old business
4. A New business
5. Reports of Committees
6. General
7. Adjournment

Roberts Rules of Order shall be used as the governing law of all meetings, except as may otherwise be provided herein.

XI.  
PREJUDICIAL CONDUCT

Any concerns expressed by or to the membership about conduct prejudicial to the best interests of the Duluth Retriever Club, when such activities are conducted by a member, visitor or guest on club grounds, shall be submitted in writing to the Board of Directors for investigation. Upon substantiation, the Board of Directors is authorized to suspend membership of the individual, which shall include specific terms for redemption of the membership.

Complaints are to be given to any member of the Board within seventy-two hours of the alleged incident, and the Board shall initiate investigation within seventy-two hours of receiving a complaint, including formal notice to the subject(s) of the complaint.

XII.  
AMENDMENT

These by-laws may be amended at any regular meeting of the club or at a special meeting for which notice has been given, or at the annual meeting, upon a majority vote of the members present at such meeting.