

BALLOT REFERENCE

Amendments to the Basset Hound Club of America Bylaws

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Please use the enclosed Separate Ballot to Vote.

These Proposed Amendments can also be viewed on our website at:

<https://basset-bhca.org/2023ByLawBallotInfo>

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
AMERICA BYLAWS**

EXPLANATION OF AMENDMENTS

I. Amendments Required by the AKC to Approve Prior Amendments and “Housekeeping”

ARTICLE I

SECTION 2. The objects of the Club shall be:

- (a) to encourage and promote quality in the selective breeding of pure-bred Basset Hounds and to do all possible to bring their natural qualities to perfection.
- (b) to encourage the organization of local Basset Hound Clubs in those areas where there are sufficient fanciers of the breed to meet the requirements of the American Kennel Club, and to assist them in their activities;
- (c) to urge members, breeders, and judges to accept the Standard of the breed as approved by the American Kennel Club as the only standard of excellence by which Basset Hounds shall be judged;
- (d) to do all in its power to protect the interests of the breed by encouraging sportsmanlike competition at Conformation, Companion, and Performance events, and to conduct such events under the rules and regulations of the American Kennel Club and/or the Basset Hound Club of America, Inc.; and
- (e) to encourage and assist rescue operations that involve the Basset Hound.
- (f) to conduct sanctioned matches, and licensed events for which the club is eligible, under the rules and regulations of the American Kennel Club

ARTICLE II

SECTION 2. *Dues. Membership dues shall not exceed \$75 for Single/Household/Local Basset Hound Club and Associate Memberships, and shall not exceed \$23 for Junior Membership. The Board of Directors will determine actual yearly membership dues. Persons accepted into BHCA membership after March 1st of a year will not be assessed dues for the ensuing year. ~~The dues for each class of member shall be established by a Standing Rule, as defined in Article VII.~~ Any changes in the dues for the ensuing year shall be published in the Club Newsletter (presently *Tally-Ho*) at least 60 days prior to their due date. All dues are payable on or before the 21st day of July. ~~August~~ each year. **The Board may extend the due date for any given year up to 40 days before the date of the Annual Meeting for that year.** No member may vote whose dues are not paid for the current fiscal year. On or before the 30th day of June, the Treasurer shall send to each member a statement of dues for the ensuing year. **The club statement will specify payment in US funds.***

When the Club submitted the 2022 Bylaw amendments approved last year to the AKC, they advised us that the following changes needed to be made before they would approve them:

1. Include additional language under the objective of the club. See Article I, Section 2, (f),
2. Include the amount of the dues in the Bylaws. This was previously in the Standing rules. See Article II, SECTION 2, and
3. Add the word “secret” to describe the ballot used in our election. See Article V, SECTION 3 (a)

In addition to including the amount of dues in the Bylaws, this amendment increases the maximum amount of dues from \$65 to \$75. This does not increase the current dues; it only gives the Board the authority to raise them up to \$75 in the future.

The amount of Juniors’ dues is amended by inserting the words “shall not exceed” before the amount of Junior dues. This allows the Board to lower the dues for juniors below \$23. This change is in addition to the AKC’s required changes.

The word ensuing was deleted. This was to make it clear that notice of a change in dues would be published 60 days in advance of them being due.

This amendment also changes the due date for member dues. The due date for dues in the current Bylaws is August 31. To vote, members’ dues must be paid by that date. Now that the Annual Meeting can be as early as September 1, tabulation of votes with this due date is problematic.

In the past, ballots were not mailed or sent electronically before the due date for dues. Because

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ARTICLE V

SECTION 3. *Annual Election.*

- (a) At the Annual Meeting for the Election of Officers, Directors, and Delegate to the American Kennel Club (who may but need not be a Director or Officer of the Club), the **secret** vote shall be conducted by written ballot. Written ballots, to be valid, must either be cast by electronic means in accordance with AKC's procedure on electronic balloting for AKC Parent Clubs or be mailed and must be received by the independent electronic balloting auditor or the Recording Secretary at the address shown on the return envelope ten (10) days prior to the date of the Annual Meeting. Electronic ballots shall be counted by the independent electronic balloting auditor who shall provide the count of the vote to the Tellers Committee. Mailed ballots shall be counted on the day of the Annual Meeting by the Tellers Committee which shall consist of three or four inspectors of election appointed by the Board, who are members in good standing and neither members of the current Board or their immediate family or household, nor candidates on the ballot or their immediate family or household. The votes for President, 1st Vice-President, 2nd Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer shall be counted first in that order. The person receiving the largest number of votes for each office shall be declared elected and the persons receiving the largest number of votes for each of the other positions on the Board shall also be declared elected, except for any persons who are ineligible for election under Article IV, Section 2. 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 in Article IV, Section 4. In the case of a tie vote for any position, the Board of Directors at the time of the election will decide by ballot which of the two candidates will be elected.

the Annual Meeting can now be in September, the ballots would have to be mailed before August 31, the due date for the dues.

Electronic ballots are secret and once sent, there is no way to match them with their respective dues payment. Therefore, electronic ballots can only be sent to those who pay their dues before the ballots are mailed.

Without this change, those individuals who pay their dues after the ballots are sent could only be sent a paper ballot. That ballot would stay sealed until the dues are paid which could be as late as August 31.

Because the Annual Meeting can be in September or October, this amendment allows the Board to extend the due date up to 41 days before the Annual Meeting in any given year. This will give the Board some flexibility in managing the election process.

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**II. Amendment to Article II –
Associate Members**

ARTICLE II

SECTION 1. Eligibility

(g) Associate Individual/**Household** Membership. Open to individuals or households, as defined in subparagraphs (1) and (2) above, who meet the criteria for full voting membership in the Club but are unable to obtain the sponsorship and endorsement of two separate voting unit members as provided in Article II, Section 3 below.

Associate Individual/**Household** Members shall not have voting privileges. Associate Individual/**Household** I Membership shall be granted by an affirmative vote of two-thirds (2/3) of the Directors of the Board of Directors voting by mail, fax, or email and such membership shall be subject to the provisions of Article II, Section 5 below. The provisions of Article II, Sections 3 and 4 below are not applicable to Associate Individual/**Household** Members.

Associate members may request transition to Regular Membership upon completion of a mentoring process identified by the Membership Committee by submitting a letter requesting transition, and a membership committee statement that the mentoring process requirements have been met.

SECTION 5. Associate Individual/Household** Membership**

(a) **Purpose.** The purpose of Associate Individual/**Household** Membership is to encourage prospective members to become familiar with the Basset Hound Breed and the other members of BHCA, with the goal that such members will, in the future, become full voting members of the Club. All BHCA members shall be encouraged to mentor and assist Associate Individual Members in order to meet this goal.

(a) (b) **Application.** An applicant for Associate Individual/**Household** I Membership shall apply on a form approved by the Board of Directors. The form shall provide that the applicant agrees to abide by the Constitution and Bylaws of BHCA, the BHCA Guidelines for Ethical Conduct, and the Rules of the American Kennel Club.

(b) (c) **Rights and Privileges.** Associate Individual/**Household** Members shall be entitled to receive the Club's newsletter, currently the *Tally-Ho*, and the Club's Annual Membership Directory, although only **/Household** one such newsletter or directory will be provided if the membership is a household membership. Associate Individual/**Household** Members are

This amendment would allow Associate members to serve on committees. Associate members would still not be allowed to chair a committee. It allows the BHCA to draw from a larger group of members to staff Board Committees, especially where the skills needed for a particular position may be hard to find.

This amendment also provides an additional path for associate members to become full members through a mentoring program offered by the Membership Committee.

Additional housekeeping changes to this Article also proposed as follows:

1. To move the purpose of Associate membership to first place from last place under Section 5 of Article II.
2. Delete membership terminates by death as it is redundant under Associate members - formerly Article II, Section 5 (c) (3)
3. Need to reorder as a lower-case letter should have been assigned to Voting, Judging and Office Holding
4. Changed term "Associate Individual Membership" to "Associate Individual/**Household** Membership". An Associate member can be an individual or a household. Could not change to Associate Member as we also have Associate member Clubs.

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welcome at all Club events and functions, including its Regional and National Specialties. Associate Individual /Household Members are also eligible for all Member Privileges as set out in the Membership Directory.

(d) Voting, Judging and Office Holding.

Associate Individual/Household Members are not entitled to vote in any Club election and may not be a candidate or elected as a Director or Officer of the Club, may not be listed as or considered a Member Judge, and may not serve as the chair of ~~on~~ any committee of the Club. Associate Individual/Household Members are not entitled to be listed as a breeder in the Club's annual Membership Directory, the BHCA website, or the Tally Ho.

(e) Termination of Membership. An Associate Individual/Household Member's membership in BHCA may be terminated in any of the following ways:

- (1) Resignation;
- (2) Failing to pay dues within 90 days after the due date. Upon such a failure, membership terminates automatically;

~~(3) Death; or~~

(3) Expulsion by a vote of at least two-thirds (2/3) of the members of the Board of Directors after providing the right to a hearing to such Associate Individual/Household Member. Prior to termination under this section, the Board shall advise the Associate Individual/Household Member of the reason for the proposed termination of membership and advise such member of such member's right to request a hearing and present evidence to and be present at such hearing before the Board of Directors. The Board may hold such hearing either in person or by telephone conference. If the Associate Individual/Household Member does not request a hearing, the Board may vote on the proposed termination in the ordinary course of its business.

~~(d) Purpose. The purpose of Associate Individual Membership is to encourage prospective members to become familiar with the Basset Hound Breed and the other members of BHCA, with the goal that such members will, in the future, become full voting members of the Club. All BHCA members shall be encouraged to mentor and assist Associate Individual Members in order to meet this goal.~~

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**III. Amendment to Article IV - Terms
of Office for Directors**

ARTICLE IV, SECTION 3. *Officers.*

- (f) The Treasurer shall collect and receive all monies due or belonging to the Club and receipt therefore. **The Treasurer** ~~He~~ shall deposit the same in a bank satisfactory to the Board, in the name of the Club. **The Treasurer's** ~~His~~ books shall at all times be open to inspection of the Board and the Treasurer ~~he~~ shall report to them at every meeting the condition of the Club's finances and every item of receipt or payment not before reported; and at the Annual Meeting the Treasurer ~~he~~ shall render an account of all monies received and expended during the immediately preceding fiscal year. The Treasurer shall be bonded in such sum as the Board of Directors shall determine. The Treasurer shall submit to the Board a complete financial report within 30 days after the end of each fiscal year, to be audited by auditors appointed by the Board. Following audit, this financial report shall be mailed to all members or published in the Club's newsletter.

SECTION 5. *Term of Office.* The term of office for the President, Vice-Presidents, Secretaries, Treasurer and Directors shall be two years.

- (a) The membership shall elect a President, 2nd Vice-President, Corresponding Secretary, and two (2) Directors in one year of the election cycle. The offices of 1st Vice-President, Recording Secretary, Treasurer, three (3) Directors, and Delegate to the AKC shall be voted on in the next ensuing year.
- (b) No Officer or Director of the Board may serve more than two consecutive two-year terms of office ~~in the same position~~ **except as follows:**
1. **The Corresponding Secretary, the Recording Secretary and the Treasurer may serve up to four consecutive terms, inclusive of any previous consecutive terms,**
 2. **The President shall be required to have served at least one term on the Board before being nominated for the position of President. Such previous term may or may not be consecutive with the term for which he is being nominated to be President. If the previous term is consecutive, it should not limit the President to less than two terms, and**
 3. **The Delegate to the AKC shall not be limited to the number of consecutive terms he/she may serve.**
- (c) The term of office for all Officers, Directors, and the Delegate to the AKC shall commence

This amendment provides that Board members cannot serve for more than two consecutive terms. Board members will no longer be able to rotate between positions to remain on the Board beyond two terms.

This amendment provides an exception for the two secretaries and the treasurer (the "working" positions) to serve up to 4 terms, inclusive of any previous consecutive terms.

This amendment also requires that the President is required to have served at least one term on the Board prior to being President. That previous term may or may not be consecutive with their term for President.

These changes are intended to encourage Board turnover while still providing continuity through the "working" positions and the President.

Also included here are housekeeping changes to be consistent with the use of the he/she pronouns.

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immediately upon the conclusion of the Annual Meeting at which they were elected.

IV. ARTICLE III – Quorum for Meetings

ARTICLE III

SECTION 1. *Annual Meeting.* The Annual Meeting of the Club shall be held during the months of September or October at a place, date, and hour designated by the Board of Directors. **At the discretion of the Board of Directors, the business of such meeting may be conducted in person, by video conference, teleconference, or telephone conference call through the Recording Secretary.** If possible, it shall be held in conjunction with the Club's specialty show, field trial, and other AKC licensed events. The Recording Secretary shall ~~mail-written~~ send notice of such meeting, **either by email or mail (for those opting out of notification by email)** at least 30 days prior to the date of the meeting, or cause said notice to be published in the Club's newsletter (presently *Tally-Ho*). The quorum for the Annual Meeting shall be **five percent (5%)** ~~ten percent (10%)~~ of the voting membership 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 at a meeting of the Board or who vote by mail, and shall be called by the Recording Secretary upon receipt of a petition signed by ten percent (10%) of the voting membership, who are in good standing. Such meetings shall be held at a place and time as designated by the Board of Directors. **At the discretion of the Board of Directors, the business of such meeting may be conducted in person, by video conference, teleconference, or telephone conference call through the Recording Secretary.** The Recording Secretary shall ~~mail-written~~ send notice of such meeting, **either by email or mail (for those opting out of notification by email)**, 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 shall be transacted. The quorum for such a meeting shall be ten percent (10%) of the voting membership in good standing.

This amendment would reduce the quorum for Annual Meetings to 5%. For the last three Annual Meetings, the Club did not have a quorum of 10% at the Thursday meeting and was not able to maintain a quorum of 10% until business was concluded at the Annual Dinner. Under both Roberts Rules of Order and Wisconsin Law, a quorum must be maintained in order to conduct business at a meeting. The BHCA membership meets once a year, and the members should be able to conduct business at this meeting. Without a quorum, business cannot be conducted.

The Quorum of 10% for special meetings and Board meetings would remain unchanged.

This amendment would allow the Annual Meeting and the Special Club Meetings to be held via teleconference. The use of this technology would enable members who are not physically in attendance to participate in the meetings.

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**V. Article V - Return of
Nominations If the Nominee
Could Not Be Seated Because
Of Sectional Representation
Limits**

ARTICLE V

SECTION 4. *Nominations and Ballots.* No person may be a candidate in a Club election who has not been nominated in accordance with these By-Laws. The Board of Directors shall choose a Nominating Committee before November 15. The committee shall consist of three members and three alternates, one member and one alternate chosen from each of the three sections defined in Article IV, Section 2; each alternate to serve only in case the Nominating Committee member chosen from his section should be unable to serve. All members of the committee are to be in good standing, no more than one of whom shall be a member of the current Board of Directors. The Board shall name a chairperson for the committee. The Nominating Committee may conduct its business by mail, fax, e-mail, or telephone conference call.

- (a) The Nominating Committee shall nominate from among the eligible members of the Club for at least the five (5) preceding years, who are residents of the United States of America and who meet the residence requirements described in Article IV, Section 2, one candidate for each office and for each other position on the Board of Directors and a candidate for the Delegate to the American Kennel Club. The Committee shall procure the acceptance of each nominee chosen and shall then submit its slate of candidates to the Recording Secretary, who will cause the list to be published in the March-April issue of the Club's newsletter (presently *Tally-Ho*), and concurrently on the BHCA web page, (presently www.basset-bhca.org), without comment and/or prior Board approval.
- (b) Additional nominations may be made by written petition addressed to the Recording Secretary and received at his regular address on or before May 20, signed by at least twenty-five (25) voting members and accompanied by the written acceptance of each such additional nominee, signifying his willingness to be a candidate. Except for the position of Delegate to the American Kennel Club, no person shall be a candidate for more than one position, and the additional nominations, which are provided for herein, may be made only from among those who have not accepted a nomination of the Nominating Committee. Those persons who

This amendment provides that the recording secretary is to return a petition for an additional nomination if the person nominated cannot be seated in that position due to the sectional representation limits.

This amendment does not change any of the language that determines if an additional nominee's petition is valid or not. It just provides that the Recording Secretary should return it once that determination is made.

This amendment also deletes "*resumes of additional nominees have to be published in the July-August TH*". This practice is being discontinued because of cost considerations.

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are nominated by written petition shall meet the same requirements as those nominated by the Nominating Committee, as specified in Article V, Section 4(a).

- (c) If no valid additional nominations by written petition are received by the Recording Secretary at his regular address on or before May 20th, the Nominating Committee's slate shall be considered to have been elected unanimously and no balloting will be necessary.
- (d) If one or more valid additional nominations are received by the Recording Secretary, he shall:
- (1) cause to have published ~~in the July-August issue of the Club newsletter (presently T H)~~ ~~and concurrently~~ on the Club's web page (presently www.basset-bhca.org), a listing of all candidates for office;
 - (2) on or before September 1, send, in accordance with AKC's procedure on Electronic Balloting for AKC Parent Clubs or mail to each member in good standing a ballot listing all of the nominees for each position, in alphabetical order under headings for each of the three geographical sections according to their residence, together with a blank envelope and a return envelope addressed to the Recording Secretary marked "Ballot" and bearing the name of the member to whom it was sent. So that the mailed ballots may remain secret, each voter, after marking his ballot shall seal it in the blank envelope, which in turn shall be placed in the second envelope addressed to the Recording Secretary. The Tellers Committee shall check the mailed returns against the list of members in good standing prior to opening the outer envelopes and removing the blank envelopes. After all the electronic and mailed ballots have been counted, the Tellers Committee shall submit to the Recording Secretary the report of the independent electronic balloting auditor, the list of members in good standing, with check marks against the names of all those whose mail ballots have been opened, and shall also submit all the outer envelopes which shall be retained for 30 days along with the ballots. The Tellers Committee shall certify the eligibility of the voters as well as the results of the voting, which shall be announced at the Annual Meeting.
 - (3) alternatively to para 2) above, ballots may be sent out by and/or returned to the independent accounting firm, who will count them and notify the Recording

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Secretary of the results, which shall be announced at the Annual Meeting; and
(4) If an additional nomination could not be seated on the Board because it would violate the sectional representation described in Article IV, Section 2, the Recording Secretary should return the nomination when this limitation can be determined on May 20th, the due date for all additional nominations.

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<p>VI. ARTICLE IX – AMENDMENTS</p> <p>ARTICLE VIII IX - AMENDMENTS</p> <p>SECTION 2. The By-Laws, or the Standard for the Breed, may be amended at any time, provided a copy of the proposed amendment has been sent in accordance with AKC’s procedure on Electronic Balloting for AKC Parent Clubs or mailed by the Recording Secretary to each member in good standing, 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 V, Section 4(d) shall be followed in handling the mailed ballots, to ensure secrecy of the vote. Notice with such ballot shall specify a date not less than 30 days after the date postmarked or the date the electronic ballot is sent, by which date the ballots must be returned to the independent electronic balloting auditor or the Recording Secretary to be counted. The favorable vote of two-thirds of the members in good standing who return valid ballots within the time limit shall be required to effect any such amendment.</p>	<p>This amendment updates Article IX, Section 2 to allow for electronic voting. This Article also needs to be reordered to reflect the repeal of Article VII – STANDING RULES</p>
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**VII. AMENDMENTS TO
CONFORM TO WISCONSIN
STATE LAW**

**Article III
Meetings**

Section 3 Board Meetings

(d) *Board Action Without Meeting.* Notwithstanding any other term of these bylaws, any action required or permitted by the articles of incorporation, these bylaws, or any provision of ch. 181 to be taken by the Board of Directors may be taken without a meeting if one or more written consents, setting forth the action so taken, shall be signed by a majority of the board members then in office. Action taken pursuant to written consent shall be effective when a consent or consents, signed by the required number of board members, is or are delivered to the Recording Secretary for inclusion in the Club's records, unless some other effective date is specified in the consent. Written consent or signatures required under this paragraph may be accomplished through e-mail or other approved electronic means.

**ARTICLE ~~VII~~ VIII
DISCIPLINE**

SECTION 2. *Charges.* Any member may file ~~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 Corresponding Secretary, together with a deposit of \$100.00 that shall be forfeited if such charges are not sustained. The Corresponding Secretary shall promptly notify the Board and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club or of the breed. If the Board considers that the charges do not allege conduct that would be prejudicial to the best interests of the Club or 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 of a ~~committee~~ Committee of not less than three (3) members of the Board, not less than three (3) weeks nor more than six (6) weeks thereafter. The Corresponding Secretary shall promptly send one copy of the charges to the accused member (the "defendant") by reg mail, together with a notice of the hearing and an assurance that the defendant may personally appear in his or her own defense and bring witnesses if he wishes.

These amendments are necessary so the Club's Bylaws would conform to Wisconsin State law. They conform the rules for Board actions and Disciplinary matters to the Wisconsin statutes governing non-profit organizations.

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SECTION 3. *Board Hearing.* The Board or 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 complainant and defendant, the Board ~~or Committee~~ may, by a majority vote of those present, reprimand ~~or suspend the defendant from all privileges of the Club for not more than six months from the date of the Hearing or 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 ~~suspension or~~ expulsion. In such a case, the ~~suspension or~~ reprimand 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 Corresponding Secretary. The Corresponding Secretary, in turn, shall notify each party of the Board's decision and penalty, if any.

SECTION 4. *Suspension or Expulsion.* ~~Suspension or~~ 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 Committee as provided in Section 3 of this Article. The defendant shall have the privilege of appearing on his 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 in his own behalf. The meeting shall then vote by secret ballot on the proposed ~~suspension or~~ expulsion. A two-thirds (2/3) vote of those present and voting at the Annual Meeting shall be necessary for ~~suspension or~~ expulsion. If expulsion is not so voted, ~~the suspension~~ ~~Board's reprimand~~ shall stand.

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**VIII. REPEAL OF STANDING
RULES**

Delete Article VII – Standing Rules

**ARTICLE VII
STANDING RULES**

~~SECTION 1. Standing Rules shall contain operational procedures, policies, and practices of the Club not otherwise specified in its Articles of Incorporation or By-Laws, and shall be binding upon its membership. In no case shall a Standing Rule conflict with the Articles of Incorporation, By-Laws, or other Standing Rules of the Club.~~

~~SECTION 2. Standing Rules may be proposed by any member in good standing at any regular meeting of the Club.~~

~~SECTION 3. The Board shall cause to be circulated to the membership, prior to the Annual Meeting, all Standing Rules which it intends to submit for action at that meeting.~~

~~SECTION 4. Standing Rules may be adopted by a majority vote of the membership present and voting at any regular business meeting of the Club, provided that prior notice has been given; in the absence of such notice, a two-thirds vote shall be required. A Standing Rule may be amended or rescinded by majority vote of the membership present and voting at such meetings provided prior notice has been given; in the absence of prior notice, a two-thirds vote shall be required.~~

~~SECTION 5. Standing Rules shall be kept by the Recording Secretary, or other person so designated by the Board, in a book specifically adopted for this purpose.~~

ARTICLE ~~VII~~ **VII
DISCIPLINE**

ARTICLE ~~VIII~~ **IX
AMENDMENTS**

ARTICLE ~~IX~~ **IX
DISSOLUTION**

ARTICLE ~~X~~ **XI
ORDER OF BUSINESS**

BHCA STANDING RULES

This amendment repeals the Standing Rules and integrates them directly into the Bylaws and/or the BHCA Guidelines, as appropriate. The reasons for this amendment are as follows:

First, the AKC does not support the use of Standing Rules as a part of club By-Laws. In AKC's view, the Board of a club is accountable for all actions of the club and should have flexibility to conduct club business in the most efficient and effective way possible. The existence of "Standing Rules" impedes this flexibility and, therefore, could restrict the board in ways that might, in fact, be harmful to a club if the business environment should change. Elimination of the Standing Rules in no way relieves the Board of any responsibility for Club actions.

Second, the existence of the Standing Rules is in conflict with Article IV, Section 1 which states that, "General management of the Club's affairs shall be entrusted to the Board of Directors."

Lastly, a large proportion of these rules are actually policy statements relating to various activities of the club (National Specialty, trophies, etc.). Some just say they give responsibility for the item to the Board. Some are duplicated in already existing Board Guidelines. It made sense to the Committee to incorporate the relevant language from the Standing Rules back into those documents. The remainder of the Standing Rules were incorporated back into the By-Laws themselves. This ensures that there are no inconsistencies within the By-Laws. It is not a best practice for club operations to have policy statements in two places.

Here is a summary of how these rules will be incorporated into either the Bylaws or the BHCA Guidelines:

<u>Standing Rule</u>	<u>Change</u>		<u>Explanation</u>
	<u>Bylaws</u>	<u>Guidelines</u>	

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EXPLANATION OF AMENDMENTS

<p>Accepted at Annual Meeting — October 3, 1981, Lebanon, PA Revised at Annual Meeting — October 5, 1984, Fredericksburg, VA Revised at Annual Meeting — October 3, 1992, Greenville, NC Revised at Annual Meeting — October 9, 1993, San Diego, CA Revised at Annual Meeting — October 4, 1997, Berrien Springs, MI Revised at Annual Meeting — October 2, 2004, Portland, OR Revised at Annual Meeting — October 7, 2006, Gettysburg, PA Revised at Annual Meeting — October 6, 2011, Fort Mitchell, KY Revised at Annual Meeting — October 10, 2014, Oconomowoc, WI Revised at Annual Meeting — October 4, 2018, Crystal Lake, IL Revised at Annual Meeting — October 4, 2019, Denver, CO</p> <p>Selection of Judges The Process by which judges are selected for the BHCA Fall Nationals shall be the responsibility of the Board of Directors.</p> <p>Trophies Leftover Trophies: The Board shall be responsible for the distribution of leftover trophies from BHCA events. The Board may appoint a person to act as liaison for leftover Trophies.</p> <p>Challenge Trophies: Winners of challenge Trophies from BHCA events are responsible for the care and return of each trophy to the next ensuing BHCA event where the Challenge Trophy is offered. Winners of Challenge Trophies must sign a contract, approved by the Board of Directors, accepting certain conditions prior to taking possession of the Challenge Trophy. The Board of Directors will consider the acceptance of all Challenge Trophies based on merit of cause and appropriate value. Challenge Trophies will not be allowed to leave the United States.</p> <p>Trophy Donations: All Trophy donations are to be in cash for the purchase of uniform trophies. Trophy pledges shall specify whether the donation is to be used for Conformation, Field, Obedience or Tracking. This will be stated in the BHCA National specialty premium list. (Revised 10/6/11)</p> <p>Selection of Inspectors of Election for BHCA Annual Election of Officers and Directors Sectional representation shall be adhered to whenever possible. At least three of the four tellers shall be residents of the United States of America. (Revised 10/6/11)</p>	Selection of Judges		X	Process in Nationals Guidelines
	Trophies		X	Covered under Item #18 in Nationals Guidelines
	Challenge Trophies		X	Detailed Procedures are in the Guidelines for Challenge Trophies
	Trophy Donations		X	Covered under Item #18 in Nationals Guidelines
	Selection of Inspectors for BHCA Annual Election of Officers and Directors	X		Insert into Article V, Section 3 (a)
	Solicitation of Funds		X	Include in Financial Oversight Guidelines
	Membership Dues	X		Moved to Article II, Section 2 per AKC requirement to approve last year's amendments
	Membership Dues Addendum: Life Members	X		Moved to Article II, Section 1 (e)
	Board Records – Records of the Board	X		Moved to Article V, Section 3 (d) and (e)
	Board records – Request to Review Records of the Board		X	Move to Board Guidelines
	Publication of Board records	X		Inserted into Article IV, Section 3(d)
	Awards		X	Should be in Guidelines for Awards

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
AMERICA BYLAWS**

EXPLANATION OF AMENDMENTS

<p>Solicitation of Funds Solicitation of all funds in the name of BHCA must receive the approval of the Board of Directors.</p> <p>Membership Dues Maximum yearly membership dues shall be no more than \$65 for Single/Household/Local Basset Hound Club and Associate Memberships, \$23 for Junior Membership. Actual yearly membership fees will be determined by the Board of Directors. Persons accepted into BHCA membership after March 1st of a year will not be assessed dues for the ensuing year. The club statement will specify payment in US funds. The Treasurer will record the date that each member's dues are paid. (Revised 10/6/11)</p> <p>Membership Dues Addendum: Life Members If only one person of a Household Membership is a Life member, the second person is not to be billed for membership dues for the life of the Life member, provided such person elects to a one vote Household membership. Said person is to be included on the membership roster and on <i>Tally Ho</i> labels. If both persons are Life members, they will receive one <i>Tally Ho</i> but will have two votes. (Revised 10/6/11)</p> <p>Board Records Records of the Board: In addition to the record of minutes and votes required by the bylaws, Board records also shall include all correspondence relating to business of the Board and correspondence of the Corresponding Secretary to members and non members. Correspondence includes mail received and sent via the postal service and mail received and sent electronically. Records should be kept in both paper and electronic archive format. A system for safe storage (i.e.: safe deposit box) of the electronic archive will be enacted and maintained by the Board.</p> <p>Request to view Records of the Board: Board Records shall be open for inspection at face to face meeting of the Board of Directors. The Recording Secretary and Corresponding Secretary will have the records covering the time since the prior face to face Board meeting. Request for copy of Board Records: Any member may request a copy of the Board Record regarding a particular subject by making the request in writing to the Corresponding secretary. The request will be reviewed by the Board. The requested Record may be sent as electronic or paper copy. If the record contains as part of the record topics not of the particular subject, the Board may instruct the record be redacted to include only record of the requested subject. Publication of Board Records: The Recording Secretary shall cause to have published in each issue of <i>Tally Ho</i> in the Recording Secretary's column and/or the Minutes of Meetings, a complete and accurate recording of all votes taken by the Board of Directors since the time of the previous <i>Tally Ho</i> to include the names of each Officer and each board member and their vote on each issue.</p>	Tally Ho Content Publication and Distribution		X	Included in Tally Ho Guidelines
	Donations and Subscriptions		X	Inserted into financial Oversight Guidelines
	Bonding	X		Already stipulated in Article IV, Section 3 (f)
	Signers of Club Checks	X		Insert into IV, Section 3 (a)
	Club's Committee Funds for which separate bank accounts are maintained		X	Insert into Financial Oversight Guidelines
	Expenditures		X	Insert into Financial Oversight Guidelines
	Board Meetings	X		Insert into Article III, Section 3
	BHCA Nationals Budget		X	This is already addressed in the Nationals Guidelines
	Board Parliamentary Procedure	X		Insert into Article XII

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
AMERICA BYLAWS**

EXPLANATION OF AMENDMENTS

~~The Corresponding Secretary shall cause to have published in each issue of Tally Ho a summary of correspondence received and answered since the time of the previous Tally Ho. (Revised 10/4/19)~~

Awards

~~Awards shall be on a calendar year basis. To receive BHCA awards, BHCA membership is required of all ownership of the dog. The awards to be given according to the January to December issue of the AKC Gazette.~~

~~Tally Ho Content Publication and Distribution~~

~~The content, publication and distribution of the Club's newsletter, presently Tally Ho, and the Club's website at www.basset-bhca.org shall be the responsibility of the Board of Directors. (Revised 10/6/11)~~

Donations and Subscriptions

~~Donations and subscriptions shall be reviewed by the Board of Directors on an annual basis.~~

Bonding

~~The Club's Treasurer, as stipulated in the Bylaws, and others authorized to sign checks and make withdrawals from club accounts, as deemed appropriate by the Board of Directors, shall be bonded for an amount determined by the Board. (Revised 10/6/11)~~

Signers of Club Checks

~~**Club general funds:** The BHCA President and Treasurer, shall both be authorized to sign checks for the Club general funds and make withdrawals from the Club savings/money market accounts. The President shall sign checks only when the Treasurer is unable to do so.~~

~~Club's Committee funds for which separate bank accounts are maintained:~~

~~The Board may authorize the establishment of a separate bank account for a committee. The President, Treasurer, and the Committee chairperson and/or Committee Treasurer shall be authorized to sign checks and make withdrawals for the account. Regular reporting will be made by the Committee Chair or Committee Treasurer to the Club's Treasurer for inclusion in consolidated financial reporting of the club. Such accounts will be closed and any remaining balance in the account will be remitted to the Treasurer for redeposit into the General Fund Account: at the change of Chairman or Treasurer for the Committee, the dissolution of the Committee or at the request of the Board. All financial records of the account will also be sent to the Treasurer for audit inclusion. Revised (10/6/11)~~

Expenditures

~~Any unusual or non-budgeted expenditure by any committee or individual must have approval of the Board of Directors.~~

Board Meetings

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
AMERICA BYLAWS**

EXPLANATION OF AMENDMENTS

~~The Board of Directors shall meet as specified in the By law after the Election, and at least one additional time approximately four to six months later. All cost incurred in the attendance of such meetings shall be borne by the Board member. (Newly Revised 10/10/15)~~

BHCA National Budget

~~The BHCA Nationals shall be budgeted by the National Coordinator and approved by the Board of Directors. It shall be so constructed as to reflect the costs and revenues of each individual activity at the Nationals. Revenues and costs shall be budgeted to result in the Nationals earning a modest profit. All profits and losses shall be placed in or taken from the General Fund. Profits from the Nationals are not to be considered source of revenue in the Annual Budget forecast.~~

Board Parliamentary Procedure

~~The Board of Directors of the Basset Hound Club of America consisting of twelve members (eleven voting and one nonvoting member—AKC Delegate) will at all times conduct itself under the rules governing LARGE Boards as prescribed by BHC custom, tradition and within the parliamentary authority Roberts Rule of Order. Newly Revised. 10/7/06.~~

Standing Rule - Selection of Inspectors of
Election for BHCA Annual Election of
Officers and Directors

**ARTICLE V - THE CLUB YEAR,
NOMINATION, ELECTIONS, VOTING**

SECTION 3. Annual Election.

- (a) At the Annual Meeting for the Election of Officers, Directors, and Delegate to the American Kennel Club (who may, but need not be a Director or Officer of the Club), the vote shall be conducted by written ballot. Written ballots, to be valid, must either be cast by electronic means in accordance with AKC's procedure on electronic balloting for AKC Parent Clubs or be mailed and must be received by the independent electronic balloting auditor or the Recording Secretary at the address shown on the return envelope ten (10) days prior to the date of the Annual Meeting. Electronic ballots shall be counted by the independent electronic balloting auditor who shall provide the count of the vote to the Tellers Committee. Mailed ballots shall be counted on the day of the Annual Meeting by the Tellers Committee which shall consist of three inspectors of election appointed by the Board, who are members in good

Each of the following amendments incorporates into the Bylaws the respective Standing Rule as indicated in the table above

This amendment incorporates the Standing Rule for "Selection of Inspectors for BHCA Annual Election of Officers and Directors" into the Bylaws

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
AMERICA BYLAWS**

EXPLANATION OF AMENDMENTS

standing and neither members of the current Board or their immediate family or household, nor candidates on the ballot or their immediate family or household. **Sectional representation, as defined in Article IV, Section 2, will be adhered to whenever possible when selecting the Tellers Committee. At least two of the three tellers shall be residents of the United States.** The votes for President, 1st Vice-President, 2nd Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer shall be counted first in that order. The person receiving the largest number of votes for each office shall be declared elected and the persons receiving the largest number of votes for each of the other positions on the Board shall also be declared elected, except for any persons who are ineligible for election under Article IV, Section 2. 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 in Article IV, Section 4. In the case of a tie vote for any position, the Board of Directors at the time of the election will decide by ballot which of the two candidates will be elected.

**Standing Rule: Membership dues Addendum;
Life Members**

ARTICLE II - MEMBERSHIP

SECTION 1. *Eligibility.* There shall be seven 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. Only members who are residents of the United States may be eligible to hold office.

- (a) Single Membership. Open to all persons 18 years of age and older. These members shall enjoy the privileges of the Club, including the right to vote, if eligible, and hold office.
- (b) Household Membership. Open to two persons 18 years of age and older who reside in the same household. Both persons enjoy the privileges of the Club including the right to hold office, if eligible, but will share one vote and will receive one Club Newsletter (presently *Tally-Ho*).
- (c) Local Basset Hound Clubs Membership. Open to Local Basset Hound Clubs who are eligible to hold AKC licensed events, and who then apply for membership into this Club. Local Basset Hound Clubs shall be entitled to one representative to each meeting of the Club. The local Club shall designate who its representative shall be. Each

This amendment incorporates the Standing Rule for “Membership dues Addendum; Life Members” into the Bylaws

**PROPOSED AMENDMENTS TO
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Local Basset Hound Club shall be entitled to one vote.

- (d) Junior Membership. Open to any boy or girl who is at least 9 years old and under 18 years of age. Junior Members are not entitled to vote or hold office but are entitled to certain other privileges of the Club, as determined by the Board of Directors. At 18th birthday, Junior member will transition to Single membership. Status change will take place immediately with no additional dues until next dues billing.
- (e) Life Membership. Election to Life Membership status is at the discretion of the Board of Directors, and is awarded for meritorious service to the Club. Life Members shall enjoy all the privileges of the Club, including the right to vote and hold office, if eligible. A Life Member shall not be assessed for dues from the point of award forward. **If only one person of a Household Membership is a Life member, the second person is not to be billed for membership dues for the life of the Life member, provided such person elects to a one-vote Household membership. Said person is to be included on the membership roster and on the mailing list for the club newsletter, currently the Tally-Ho.. If both persons are Life members, they will receive one club newsletter but will have two votes.**

Standing Rule - Membership Dues

Amendment required by AKC to approve last year's amendments. See changes above.

**Standing Rule - Board Records and
Publication of Board records**

ARTICLE IV - DIRECTORS AND OFFICERS

SECTION 3. *Officers.* The Club's Officers, consisting of the President, 1st and 2nd Vice-Presidents, Recording and Corresponding Secretaries, and Treasurer shall serve in their respective capacities, both with regard to the Club and its meetings and the Board and its meetings. All Officers and Directors are duty bound to actively participate by attending meetings and voting on board business.

- (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.

This amendment incorporates the Standing Rule for "Board Records and Publication of Board records" into the Bylaws

**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
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EXPLANATION OF AMENDMENTS

- (b) The 1st Vice-President shall have the powers and exercise the duties of the President in case of the President's death, absence or incapacity, and carry out such other duties as may be prescribed in these By-Laws.
- (c) The 2nd Vice-President shall assume the duties of the 1st Vice-President when deemed necessary, and carry out such other duties as may be prescribed in these By-Laws.
- (d) The Recording Secretary shall keep a record of all meetings of the Club and of the Board and of all votes, and of all matters of which the Club shall order a record. The Recording Secretary shall notify members of meetings, notify Officers and Directors of their election to office, and carry out such other duties as are prescribed in these By-Laws. **The Recording Secretary shall cause to have published in each issue of the club newsletter, currently the Tally-Ho, in the Recording Secretary's column and/or the Minutes of Meetings, a complete and accurate recording of all votes taken by the Board of Directors since the time of the previous club newsletter to include the names of each Officer and each board member and their vote on each issue.** The Club's Recording Secretary shall, each year, prepare a list of all matters instituted by the Board during the previous Club year to be discussed by the membership at its Annual Meeting. Board policy will be binding upon the Club.
- (e) The Corresponding Secretary shall have charge of the correspondence, notify new members of their election to membership, keep a roll of the members of the Club with their addresses and carry out such other duties as are prescribed in these By-Laws. **Correspondence includes mail received and sent via the postal service and mail received and sent electronically. Records should be kept in both paper and electronic archive format. A system for safe storage (i.e.: safe deposit box) of the electronic archive will be enacted and maintained by the Board. The Corresponding Secretary shall cause to have published in each issue of the club newsletter, currently the Tally-Ho, a summary of correspondence received and answered since the time of the previous club newsletter.**

Standing Rule: Signers of Club Checks

ARTICLE IV - DIRECTORS AND OFFICERS

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**PROPOSED AMENDMENTS TO
THE BASSET HOUND CLUB OF
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EXPLANATION OF AMENDMENTS

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- (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. **The BHCA President shall be authorized to sign checks for the Club general funds and make withdrawals from the Club savings/money market accounts. The President shall sign checks only when the Treasurer is unable to do so.**

Standing Rule – Board meetings

ARTICLE III - MEETINGS

SECTION 3. *Board Meetings.*

- (a) The first meeting shall be held within one day of the election, and another shall be held four to six months after the election. 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 Board of Directors. The Recording Secretary shall send written notice of such meeting to each member of the Board, at least thirty (30) days prior to the date of the meeting. The quorum for a Board Meeting shall be a majority of the existing Board. **All costs incurred in the attendance of such meetings shall be borne by the Board member.**

**Standing Rule - Board Parliamentary
Procedure**

**ARTICLE ~~XI~~ XII - PARLIAMENTARY
AUTHORITY**

SECTION 1. The rules contained in the current edition of "Robert's Rules of Order, Newly Revised" **for LARGE Boards** shall govern the Club in all cases to which they are applicable, and in which they are not inconsistent with these By-Laws and any other special Rules of Order the Club may adopt.

This amendment incorporates the Standing Rule for "Board meetings" into the Bylaws

This amendment incorporates the Standing Rule for "PARLIAMENTARY AUTHORITY" into the Bylaws