

Side by Side Explanation of the 2023 Proposed Amendments to BHCA's Bylaws

This year's proposed amendments to our Bylaws are more substantial than in most past years. The table that follows will give you a comprehensive, side by side explanation of why each amendment is proposed.

The proposed amendments fall into several distinct categories. **Explanations in the table that follows is color-coded for these categories.**

(1) Changes required by the AKC before they approve the amendments voted on and approved by the membership last year in 2022.

(2) Housekeeping matters, such as consistent use of the same pronoun; changing references to an Associate Membership from Associate Individual Membership to Associate Individual/Household Membership; and changes to conform to Wisconsin State Law, where BHCA is incorporated.

(3) Repeal of the Standing Rules and assignment of these Rules to either the Bylaws or to the Guidelines. The AKC does not support the use of Standing Rules because they limit the ability of the elected Board to conduct club business. The elected Board of a club is solely accountable for all actions of the club. The existence of "Standing Rules" could restrict the board in ways that might be harmful to the club. Elimination of the Standing Rules as a separate document – and placing each either in the Bylaws or in the club's Guidelines - in no way relieves the Board of any responsibility for Club actions.

Practical statements about how club activities should be carried out were moved into the Guidelines, and the balance of the Standing Rules were incorporated back into the Bylaws, where any change requires bringing the change to the membership for a vote.

(4) The next category of proposed changes deals with the mechanics of operating the club. Among these changes are the coordination of the due date for member dues and voting with the change in the Nationals schedule, and allowing for teleconferencing of the Annual Meeting,

(5) The final category of proposed changes are substantive in nature. They include (a) changes to the terms of office for the Directors, (b) reducing the quorum for the Annual Meeting, and (c) providing how the recording Secretary deals with Additional Nominee petitions.

The analysis below will take you through each change with a detailed explanation of why the change is being recommended.

Please take the time to read through these proposed amendments along with their explanation and give each one your careful consideration before casting your ballot. If you have any questions you can contact Sylvie McGee, acting Board President, at sylviebhcabod@gmail.com or Brian Visokay, Chair of the Bylaws Committee, at brian@brvisokay.com. Our numbers are in the directory if you would prefer to call.

THE BASSET HOUND CLUB OF AMERICA, INC

**CONSTITUTION & BYLAWS
(APPROVED by Membership_____)**

REASONS FOR PROPOSED AMENDMENTS ARE COLOR-CODED AS FOLLOWS

- **Changes required by the AKC**
 - **Housekeeping matters**
- **Repeal of Standing Rules and assignment of Rules to Bylaws or Guidelines**
- **Alignment of dates and dues with change in National Specialty schedule; Teleconferencing option for Annual Meeting; Allowing Associate Members to serve on but not chair committees**
 - **Changes to Terms of Office**
 - **Reducing Quorum for Annual Meeting**
- **How Recording Secretary deals with Additional Nominee petitions.**

<u>PROPOSED AMENDMENTS</u>	<u>EXISTING BYLAWS</u>	<u>REASON FOR PROPOSED AMENDMENT</u>
<p align="center">ARTICLE I NAME AND OBJECTS</p> <p>SECTION 2. The objects of the Club shall be:</p> <p>(f) to conduct sanctioned matches, and licensed events for which the club is eligible, under the rules and regulations of the American Kennel Club</p>	<p align="center">ARTICLE I NAME AND OBJECTS</p> <p>SECTION 2. The objects of the Club shall be:</p>	<p>This amendment complies with an AKC requirement to include additional language under the objectives of the club. The AKC will not approve amendments passed last year without this change.</p>
<p align="center">ARTICLE II MEMBERSHIP</p> <p>SECTION 1. <i>Eligibility.</i></p> <p>(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</p>	<p align="center">ARTICLE II MEMBERSHIP</p> <p>SECTION 1. <i>Eligibility.</i></p> <p>(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.</p>	<p>(e)This amendment reflects the Standing Rule on how to treat membership dues when a household includes a Life Member and a non-Life Member. The Standing Rule is moved into the By-Laws.</p>

<p>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 persons elect to a one-vote Household membership. Both of said persons in a Household Membership are 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.</p>		
<p>(g) Associate Individual/Household Membership. Open to individuals or households, as defined in subparagraphs (a) and (b) above, who meet the criteria for full voting membership in the Club but are unable to obtain the 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 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.</p>	<p>(g) Associate Individual 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 Members shall not have voting privileges. Associate Individual 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 Members.</p>	<p>(g) Addition of /Household is a housekeeping amendment to ensure that references to membership types (Individual/Household) reflect the membership type names in actual use. This housekeeping change is reflected in multiple areas of the By-Laws.</p>

<p>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.</p>		<p>This amendment adds language regarding requesting transition from an Associate Membership to a Regular Membership upon completion of a mentoring process. This refers to a process being developed by the Membership Committee to support new Associate Members by linking them with established and reputable BHCA members/breeders for the purposes of education and mentoring, when those connections have not been identified during the initial Associate membership application process. This is being proposed in response to concerns expressed by multiple current BHCA members regarding a number of applications received for Associate Membership over the past several years where these new members appeared to lack understanding of the breed standard and sound breeding practices.</p> <p>Nothing in this amendment reduces the requirement for publication of Associate Member applications in the Tally Ho to provide the opportunity for members to comment on the application. Nor does this change shorten the time required before Associate members apply to move to full membership.</p>
<p>SECTION 2. <i>Dues.</i> 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 <i>Tally-Ho</i>) 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 41 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</p>	<p>SECTION 2. <i>Dues.</i> 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 <i>Tally-Ho</i>) at least 60 days prior to the Annual Meeting. All dues are payable on or before the 31st day of August each 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.</p>	<p>The AKC requires that the amount of the dues are included in the Bylaws. 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. Increase above this amount would require a vote of the membership.</p> <p>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.</p> <p>The word <i>ensuing</i> 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.</p> <p>This amendment also changes the due date for member dues. The due date for dues in the current</p>

<p>to each member a statement of dues for the ensuing year. The club statement will specify payment in US funds.</p>		<p>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.</p> <p>In the past, ballots were not mailed or sent electronically before the due date for dues. Because the Annual Meeting can now be in September, the ballots would have to be mailed before August 31, the due date for the dues.</p> <p>Electronic ballots are secret and once sent, cannot be matched with their respective dues payment. Therefore, electronic ballots can only be sent to those who pay their dues before the ballots are mailed.</p> <p>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.</p> <p>The Annual Meeting can be in September or October. To allow for flexibility in managing the election process, this amendment allows the Board to extend the due date up to 40 days before the Annual Meeting in any given year.</p>
<p>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.</p>	<p>SECTION 5. Associate Individual Membership (a) Application. An applicant for Associate Individual 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.</p>	<p>This amendment is moved from its current position at the end of this section to the top to clearly state the purpose of the Associate membership category.</p> <p>This is not a new section, it is simply moved.</p>

<p>(a) (b) Application. An applicant for Associate Individual/Household 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.</p> <p>(b) (c) Rights and Privileges. Associate Individual/Household Members shall be entitled to receive the Club's newsletter, currently the <i>Tally-Ho</i>, 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 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.</p>	<p>(b) Rights and Privileges. Associate Individual Members shall be entitled to receive the Club's newsletter, currently the <i>Tally-Ho</i>, and the Club's Annual Membership Directory, although only one such newsletter or directory will be provided if the membership is a household membership. Associate Individual Members are welcome at all Club events and functions, including its Regional and National Specialties. Associate Individual Members are also eligible for all Member Privileges as set out in the Membership Directory.</p>	<p>These are all housekeeping amendments that do two things: change the numbering of sections, since section (a) was moved up from its previous position at section (d); and ensures that references to Individual/Household memberships are consistent with the membership categories the club uses.</p>
<p>(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.</p>	<p>Voting, Judging and Office Holding. Associate Individual 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 on any committee of the Club. Associate Individual Members are not entitled to be listed as a breeder in the Club's annual Membership Directory, the BHCA website, or the Tally Ho.</p>	<p>This section includes housekeeping amendments in references to section number and Individual/household membership.</p> <p>It also adds a provision that Associate Members may <u>serve</u> on club committees, but may not <u>chair</u> any committees. This will allow BHCA to draw from a larger group of members to staff committees, which will be helpful when specific skills are needed that are difficult to find. In addition, it will allow greater opportunities for engagement of Associate Members with the club and its members.</p>
<p>(c) (d) 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;</p>	<p>(c) Termination of Membership. An Associate Individual 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 (4) 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</p>	<p>These amendments are housekeeping amendments having to do with the consecutive numbering of sections, and the change of language on memberships to be consistent with actual membership categories.</p>

<p>(3) Death; or (4)(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.</p> <p>(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.</p>	<p>Member. Prior to termination under this section, the Board shall advise the Associate Individual 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 Member does not request a hearing, the Board may vote on the proposed termination in the ordinary course of its business.</p> <p>(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.</p>	
<p style="text-align: center;">ARTICLE III MEETINGS</p> <p>SECTION 1. <i>Annual Meeting.</i> 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 send notice of the Annual 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</p>	<p style="text-align: center;">ARTICLE III MEETINGS</p> <p>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. 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 notice of the Annual Meeting to each member 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 ten percent (10%) of the voting membership in good standing.</p>	<p>This amendment is intended to address the possibility that an annual meeting may not be able to be conducted in person (as during COVID, but also as might occur in case of a natural disaster or other disruption of transportation), and allow the meeting to be held through video conference, teleconference, or telephone conference call. In addition to providing for this option in case of emergency, it may also open participation to members who are not able, for reasons of health or obligations, to attend in person.</p> <p>This amendment would also 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 maintained a quorum of 10% until business was concluded at the</p>

<p>to be published in the Club’s newsletter (presently <i>Tally-Ho</i>). The quorum for the Annual Meeting shall be five percent (5%) ten percent (10%) of the voting membership in good standing.</p>		<p>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.</p> <p>The Quorum of 10% for special meetings and Board meetings would remain unchanged.</p>
<p>SECTION 2. <i>Special Club Meetings</i>. 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.</p>	<p>SECTION 2. <i>Special Club Meetings</i>. 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. The Recording Secretary shall mail written notice of such meeting 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.</p>	<p>This amendment mirrors the change to the annual meeting regarding meeting remotely, applying the same flexibility for special club meetings. Note that the quorum for special meetings remains at 10%.</p>

<p>SECTION 3. <i>Board Meetings.</i></p> <p>(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.</p>	<p>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.</p>	<p>This amendment incorporates the <i>Standing Rule on Board Meetings</i> that all costs incurred in meeting attendance are the responsibility of the individual Board members.</p>
<p>(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.</p>		<p>This change was recommended by the attorney to conform to Wisconsin state law, where we are incorporated.</p>

**ARTICLE IV
DIRECTORS AND OFFICERS**

SECTION 3.

(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.**

**ARTICLE IV
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SECTION 3.

(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: Signers of Club Checks into the Bylaws.

<p>(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.</p> <p>(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</p>	<p>(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 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.</p> <p>(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.</p>	<p>The amendments in this section incorporate the Standing Rule: Board Records and Publication of Board Records into the Bylaws.</p>
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<p>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.</p>		
<p>(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 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.</p>		<p>These housekeeping amendments correct references to the Treasurer to be consistent with the use of he/she pronouns.</p>

SECTION 5. *Term of Office.*

(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: such four terms include 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(s) is consecutive, it shall 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.

SECTION 5. *Term of Office.*

(b) No Officer or Director of the Board may serve more than two consecutive two-year terms of office in the same position. The Delegate to the AKC shall not be limited to the number of consecutive terms he may serve.

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, and if it is consecutive, does not limit their ability to serve two terms in the president position.

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

**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 **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 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. **Sectional representation, as defined in Article IV, Section 2, will be adhered to whenever possible when selecting the Tellers Committee.** The votes for President, 1st Vice-President, 2nd Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer shall be counted first in that order. The

**ARTICLE V
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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 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 first amendment in this section, the reference to a "secret" vote, is required by the AKC for their approval of amendments which passed last year.

The second amendment in this section, referring to Sectional Representation in selecting the Tellers' Committee, incorporates the Standing Rule: Selection of Inspectors of Election for BHCA Annual Election of Officers and Directors into the Bylaws.

<p>(b) 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.</p>		
<p>SECTION 4. Nominations and Ballots.</p> <p>(d) If one or more valid additional nominations are received by the Recording Secretary, he shall:...</p> <p>(4) <i>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.</i></p>	<p>SECTION 4. Nominations and Ballots.</p>	<p>This amendment is a new section (4) which 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.</p> <p>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 <u>once that determination is made.</u></p> <p>This amendment also deletes “<i>resumes of additional nominees have to be published in the July-August TH</i>”. This practice was discontinued in prior years because of cost considerations.</p>
<p align="center">ARTICLE VII STANDING RULES</p> <p>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</p>	<p align="center">ARTICLE VII STANDING RULES</p> <p>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</p>	<p>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:</p> <p>First, the AKC does not support the use of Standing Rules as a part of club By-Laws. In AKC's view, the</p>

<p>Rule conflict with the Articles of Incorporation, By-Laws, or other Standing Rules of the Club.</p> <p>SECTION 2. Standing Rules may be proposed by any member in good standing at any regular meeting of the Club.</p> <p>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.</p> <p>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.</p> <p>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.</p>	<p>of Incorporation, By-Laws, or other Standing Rules of the Club.</p> <p>SECTION 2. Standing Rules may be proposed by any member in good standing at any regular meeting of the Club.</p> <p>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.</p> <p>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.</p> <p>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</p>	<p>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.</p> <p>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."</p> <p>Lastly, as the Committee reviewed the Standing Rules, it became very clear that a large proportion of them were actually policy statements relating to various activities of the club (National Specialty, trophies, etc.). There are existing policy/guidelines documents dealing with those activities, so 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.</p> <p>Where noted in this document, Standing Rules have been incorporated directly into the Bylaws. Other Standing Rules are reflected in BHCA Guidelines. A separate table identifying where each existing Standing Rule is reflected follows this summary of the proposed amendments to the Bylaws.</p>
<p>ARTICLE VII VIII DISCIPLINE</p> <p>SECTION 2. <i>Charges.</i> 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</p>	<p>ARTICLE VIII DISCIPLINE</p> <p>SECTION 2. <i>Charges.</i> Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges, with specifications, must be filed in duplicate with the Corresponding Secretary, together with a</p>	<p>First, this amendment reorders the Article VII due to the elimination of the Article on Standing Rules.</p> <p>It also incorporates some minor wording changes recommended by the attorney to conform to Wisconsin state law, where we are incorporated.</p>

<p>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 registered 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.</p> <p>SECTION 3. <i>Board Hearing.</i> 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 suspension or expulsion. In such 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</p>	<p>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 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 by registered mail, together with a notice of the hearing and an assurance that the defendant may personally appear in his own defense and bring witnesses if he wishes.</p> <p>SECTION 3. <i>Board Hearing.</i> 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 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 until the next Annual Meeting if that will occur after six months. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension 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.</p>	
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<p>Secretary, in turn, shall notify each party of the Board’s decision and penalty, if any.</p> <p>SECTION 4. <i>Suspension or Expulsion.</i> 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.</p>	<p>SECTION 4. Expulsion. Expulsion of a member from the Club may be accomplished only at the Annual Meeting of the Club following a hearing and upon the recommendation of the Board or 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 expulsion. A two-thirds (2/3) vote of those present and voting at the Annual Meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.</p>	
<p style="text-align: center;">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 style="text-align: center;">ARTICLE 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, 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.</p> <p>This Article also needs to be reordered to reflect the repeal of Article VII – STANDING RULES</p>

<p style="text-align: center;">ARTICLE IX DISSOLUTION</p>	<p style="text-align: center;">ARTICLE X DISSOLUTION</p>	<p>This Article is reordered to reflect the repeal of Article VII – STANDING RULES</p>
<p style="text-align: center;">ARTICLE XI ORDER OF BUSINESS</p>	<p style="text-align: center;">ARTICLE XI ORDER OF BUSINESS</p>	<p>This Article is reordered to reflect the repeal of Article VII – STANDING RULES</p>
<p style="text-align: center;">ARTICLE XII PARLIAMENTARY AUTHORITY</p> <p>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.</p>	<p style="text-align: center;">ARTICLE XII PARLIAMENTARY AUTHORITY</p> <p>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 By-Laws and any other special Rules of Order the Club may adopt</p>	<p>This amendment incorporates the Standing Rule: Board Parliamentary Procedure into the Bylaws.</p>
<p style="text-align: center;">————— BHCA STANDING RULES</p> <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</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 style="text-align: center;">BHCA STANDING RULES</p> <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</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>The section on Standing Rules, as previously discussed, is proposed to be removed. Each Standing Rule will be incorporated into either the Bylaws or the BHCA Guidelines, as follows:</p> <p>Selection of Judges: Process is in the Nationals Guidelines.</p> <p>Trophies: Covered under Item #18 in the Nationals Guidelines.</p> <p>Challenge Trophies: Detailed procedures in the Guidelines for Challenge Trophies.</p> <p>Trophy Donations: Covered under Item #18 in the Nationals Guidelines.</p> <p>Selection of Inspectors for BHCA Annual Election of Officers and Directors: Incorporated in the ByLaws, Article V, Section 3 (a)</p> <p>Solicitation of Funds: Included in the Financial Oversight Guidelines.</p> <p>Membership Dues: Incorporated in the ByLaws, Article II, Section 2 per AKC requirements to approve last year's amendments.</p> <p>Membership Dues Addendum: Life Members:</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. 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> <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>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. 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 two of the three tellers shall be residents of the United States of America. (Revised 10/4/19).</p> <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>Incorporated in the Bylaws, Article II, Section 1 (e)</p> <p>Board Records – Records of the Board: Incorporated in the ByLaws, Article V, Section 3(d) and (e)</p> <p>Board Records – Request to Review Records of the Board: Included in the Board Guidelines.</p> <p>Publication of Board Records: Incorporated in the ByLaws, Article IV, Section 3(d)</p> <p>Awards: Should be added to the Guidelines for Awards.</p> <p>Tally Ho Content Publication and Distribution: Included in the Tally Ho Guidelines.</p> <p>Donations and Subscriptions: Included in the Financial Oversight Guidelines.</p> <p>Bonding: Already stipulated in the ByLaws, Article IV, Section 3 (f)</p> <p>Signers of Club Checks: Incorporated in the ByLaws, Article IV, Section 3 (a)</p> <p>Club's Committee Funds for which Separate Bank Accounts are Maintained: Insert into Financial Oversight Guidelines.</p> <p>Expenditures: Insert into Financial Oversight Guidelines.</p> <p>Board Meetings: Incorporated into ByLaws, Article III, Section 3</p> <p>BHCA Nationals Budget: Already addressed in Nationals Guidelines.</p> <p>Board Parliamentary Procedures: Incorporated into ByLaws, Article XII.</p>
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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 Tally-Ho labels. If both persons are Life members, they will receive one Tally-Ho but will have two votes. (Revised 10/6/11)

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 nonmembers. 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.

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 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 Tally-Ho to include the names of each Officer

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<p>and each board member and their vote on each issue. The Corresponding Secretary shall cause to have published in each issue of Tall Ho a summary of correspondence received and answered since the time of the previous Tally Ho. (Revised 10/6/11)</p> <p>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.</p> <p>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.bassetbhea.org shall be the responsibility of the Board of Directors. (Revised 10/6/11)</p> <p>Donations and Subscriptions Donations and subscriptions shall be reviewed by the Board of Directors on an annual basis.</p> <p>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)</p> <p>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.</p> <p>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</p>	<p>time of the previous Tally-Ho to include the names of each Officer and each board member and their vote on each issue. The Corresponding Secretary shall cause to have published in each issue of Tall-Ho a summary of correspondence received and answered since the time of the previous Tally-Ho. (Revised 10/6/11)</p> <p>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.</p> <p>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.bassetbhca.org shall be the responsibility of the Board of Directors. (Revised 10/6/11)</p> <p>Donations and Subscriptions Donations and subscriptions shall be reviewed by the Board of Directors on an annual basis.</p> <p>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)</p> <p>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.</p> <p>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</p>	
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<p>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)</p> <p>Expenditures Any unusual or non-budgeted expenditure by any committee or individual must have approval of the Board of Directors.</p> <p>Board Meetings The Board of Directors shall meet as specified in the By-laws 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)</p> <p>BHCA National Budget The BHCA Nationals shall be budgeted by the Nationals 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 a source of revenue in the Annual Budget forecast.</p> <p>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 BHCA custom, tradition and within the parliamentary authority, Roberts Rule of Order, Newly Revised. 10/7/06.</p> <p>Verified to be correct and recorded Bobbi Brandt, BHCA Recording Secretary March 9, 2022</p>	<p>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)</p> <p>Expenditures Any unusual or non-budgeted expenditure by any committee or individual must have approval of the Board of Directors.</p> <p>Board Meetings The Board of Directors shall meet as specified in the By-laws 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)</p> <p>BHCA National Budget The BHCA Nationals shall be budgeted by the Nationals 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 a source of revenue in the Annual Budget forecast.</p> <p>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 BHCA custom, tradition and within the parliamentary authority, Roberts Rule of Order, Newly Revised. 10/7/06.</p> <p>Verified to be correct and recorded Bobbi Brandt, BHCA Recording Secretary, Mar 9, 2022</p>	
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