

THE MALTESE CLUB OF GREATER MIAMI, INC.

CONSTITUTION

1989 (Revised 2002)

ARTICLE I

Name and Objects

SECTION 1

The name of the Club shall be The Maltese Club of Greater Miami, Inc.

SECTION 2

The objects of the Club shall be:

- a. To encourage and promote the quality in the breeding of pure bred Maltese and to do all possible to bring their natural qualities to perfection;
- b. To urge members and breeders to accept and advance the standard of the breed as approved by The American Kennel Club as the only standard of excellence by which the Maltese shall be judged;
- c. To do all in its power to protect and advance the interests of the breed by encouraging sportsmanlike competition at dog shows, matches and obedience trials;
- d. To conduct sanctioned and licensed specialty shows, matches and obedience trials under the rules of the American Kennel Club.

SECTION 3

The club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Club shall inure to the benefit of any member or individual.

SECTION 4

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

BY-LAWS
ARTICLE I
Membership

SECTION 1

ELIGIBILITY. There shall be two types of membership open to all persons eighteen years of age and older who are in good standing with the American Kennel Club and who subscribe to the purpose of this Club. While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders, fanciers and exhibitors in its immediate area.

- a. Regular Membership. Persons holding a regular membership shall be accorded all privileges and responsibilities of membership, including voting and office holding, in the Maltese Club of Greater Miami.
- b. Associate Membership. Persons holding an Associate membership shall be accorded all privileges and responsibilities of membership in the Maltese Club of Greater Miami, except they shall pay a lower dues rate and shall neither be able to vote nor to hold office.

SECTION 2

DUES Membership dues shall not exceed \$50.00 per year for each membership, payable on or before the first day of September of each year. The membership dues are \$20.00 per year for regular membership. And \$10.00 per for associate membership. The Board of Directors may increase membership dues at the beginning of any fiscal period, however, the increase may not exceed more than \$5.00 over any two year period. No regular member may vote whose dues are not paid for the current year. During the month of August, the Treasurer shall send to each member a statement of his dues for the ensuing year.

SECTION 3

ELECTION TO MEMBERSHIP. Each applicant for membership shall apply on a form as approved by the Board of Directors and which shall provide that the applicant agrees to abide by the constitution and by-laws and the rules of the American Kennel Club. The application shall state the name, address and occupation of the applicant and it shall carry the endorsement of two members. Accompanying the application, the prospective member shall submit dues payment for the current year.

All applications are to be filed with the Secretary and each application is to be read at the first meeting of the Club following its receipt. At the next Club meeting the application will be voted upon and affirmative votes of 2/3 of the regular members present and voting by secret ballot at that meeting shall be required to elect the applicant.

Applicants for membership who have been rejected by the Club may not re-apply within six months after rejection.

SECTION 4

TERMINATION OF MEMBERSHIP. Memberships may be terminated:

- a. By resignation. Any member in good standing may resign from the Club upon written notice to the Secretary; but no member may resign when in debt to the Club. Dues obligations are considered a debt to the Club and they become incurred on the first day of each fiscal year.
- b. By lapsing. A membership will be considered as lapsed and automatically terminated if such member's dues remain unpaid 90 days after the first day of the fiscal year; however, the Board may grant an additional 90 days of grace to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any Club meeting whose dues are unpaid as of the date of that meeting.
- c. By expulsion. A membership may be terminated by expulsion as provided in ARTICLE VI of these by-laws.

ARTICLE II
Meetings and Voting

SECTION 1

CLUB MEETING Meetings of the Club shall be held in the Dade, Broward, or Palm Beach area, on the third Sunday of every month, unless otherwise notified, at such hour and place as may be designated by the Board of Directors. Written notice of such meeting shall be mailed by the Secretary at least ten days prior to the date of the meeting. The quorum for such meetings shall be 20% of the regular members in good standing.

SECTION 2

SPECIAL CLUB MEETING. Special Club meetings may be called by the President, or by a majority vote of the members of the Board who are present and voting at any regular or special meeting of the Board; and shall be called by the Secretary upon receipt of a petition signed by five regular members of the Club who are in good standing. Such special meetings shall be held in Dade, Broward or Palm Beach area, at such place, date and hour as may be designated by the persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Secretary at least 5 days and not more than 15 days prior to the date of the meeting, and said notice shall state the purpose of the meeting, and not other Club business may be transacted thereat. The quorum for such meeting shall be 20% of the regular members in good standing.

SECTION 3

BOARD MEETING. Meetings of the Board of Directors shall be held in the Dade, Broward or Palm Beach area, on the third Sunday of every month unless otherwise notified, just prior to or after the regular Club meeting. Written notice of such meeting shall be mailed by the Secretary at least 5 days prior to the date of the meeting. The quorum for a meeting shall be a majority of the Board.

SECTION 4

SPECIAL BOARD MEETINGS. Special meetings of the Board may be called by the President; and shall be called by the Secretary upon receipt of a written request signed by at least three members of the Board. Such special meetings shall be held at such place, date and hour as may be designated by the person authorized herein to call such meeting. Written notice of such meeting shall be mailed by the Secretary at least 5 days and not more than 10 days prior to the date of the meeting, or telegraphic notice shall be filed at least 3 days and not more than 5 days prior to the date of the meeting. Any such notice shall state the purpose of the meeting and no other business shall be transacted thereat. A quorum for such a meeting shall be a majority of the Board.

SECTION 5

VOTING. Each regular member in good standing whose dues are paid for the current year shall be entitled to one vote at any meeting of the Club at which he is present. Proxy voting will not be permitted at any Club meeting or election.

ARTICLE III
Directors and Officers

SECTION 1

BOARD OF DIRECTORS. The Board shall be comprised of nine regular members, the officers and elected directors, all of whom shall be regular members in good standing and one of which shall be the immediate outgoing President, unless the former President declines the position. All members of the Board shall have equal voting rights. They shall be elected for one-year terms at the Club's annual meeting as

provided in ARTICLE IV and shall serve until their successors are elected. General management of the Club's affairs shall be entrusted to the Board of Directors.

SECTION 2

OFFICERS. The Club's officers, consisting of the President, Vice-President, Recording Secretary, Corresponding Secretary, and Treasurer shall serve in their respective capacities, both with regard to the Club and its meetings and the Board and its meetings.

- a. The President shall preside at all meetings of the Club and of the Board, and shall have duties and powers normally appurtenant to the office of President in addition to those particularly specified in these by-laws.
- b. The Vice-President shall have the duties and exercise the powers of the President in case of the President's death, absence or incapacity.
- c. The Recording Secretary shall keep record of all meetings of the Club and of the Board, and all matters of which a record shall be ordered by the Club.
- d. The Corresponding Secretary shall have charge of all correspondence, notify members of meetings, notify new members of their election, 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
- e. The Treasurer shall collect and receive all moneys due or belonging to the Club. He/she shall deposit same in a Bank designated by the Board, in the name of the Club. His books shall at all times be open to inspection of the Board and he shall report to them the condition of the Club's finances and every item of receipt or payment not before reported; and at the annual meeting he shall render an account of all moneys received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine. The expense of such bond shall be borne by the Club.
- f. The offices of Recording Secretary and Corresponding Secretary may be held by the same person in which case the Board shall be comprised of the officers and five other persons

ARTICLE IV

The Club Year, Annual Meeting, Elections

SECTION 1

CLUB YEAR. The Club's fiscal year shall begin on the first day of June and end on the 31st day of May. The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue through the election of the next annual meeting.

SECTION 2

ANNUAL MEETING. The annual meeting shall be held in the month of June at which Officers, and Directors for the ensuing year shall be elected by secret written ballot from among those nominated in accordance with Section 4 of this Article. They shall take office immediately upon the conclusion of the election and each retiring officer shall turn over to his successor in office all properties and records relating to that office within 30 days after the election.

SECTION 3

ANNUAL ELECTIONS. The nominated candidate receiving the greatest number of votes for each office shall be declared elected. Ballots shall be counted by the Nominating committee. The five nominated candidates for other positions on the Board who receive the greatest number of votes for such positions shall be declared elected.

SECTION 4

NOMINATIONS No person may be a candidate in a Club election who has not been nominated. During the month of March, the Board shall select a Nominating Committee consisting of three members and two alternates, not more than one of whom may be a member of the Board. The Secretary shall immediately notify the committeemen and alternates of their selection. The Board shall name a Chairman for the Committee and it shall be his duty to call a committee meeting which shall be held on or before April 1st.

- a. The Committee shall nominate one candidate for each office and the requisite number of candidates for the other positions on the Board, and, after securing the consent of each person so nominated, shall immediately report their nominations to the Secretary in writing.
- b. Upon receipt of the Nominating Committee's report the Secretary shall, at least two weeks before the May meeting, notify each member in writing of the candidates so nominated.
- c. Additional nominations may be made the May meeting by any regular member in attendance provided that the person so nominated does not decline when his name is proposed, and provided further if the proposed candidate is not in attendance at this meeting, his proposer shall present to the Secretary a written statement from the proposed candidate signifying his willingness to be a candidate. No person may be a candidate for more than one position.
- d. Nominations cannot be made at the annual meeting or in any manner other than as provided in this Section.

ARTICLE V Committees

SECTION 1

The Board may each year appoint standing committees to advance the work of the Club in such matters as specialty shows, matches, obedience trials, trophies, annual prizes, membership and other fields which may well be served by committees. Such committees shall always be subject to final authority of the Board. Special committees may also be appointed by the Board to aid it on particular projects.

SECTION 2

Any committee appointed may be terminated by a majority vote to the full membership of the Board upon written notice to the appointee; and the Board may appoint successors to those persons whose service has been terminated.

ARTICLE VI Discipline

SECTION 1

AMERICAN KENNEL CLUB SUSPENSION. Any member who is suspended from the privileges of The American Kennel Club automatically shall be suspended from the privileges of this Club for a like period.

SECTION 2

CHARGES. Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or the breed. Written charges with specifications must be filed in duplicate with the Secretary together with a deposit of \$50.00 which shall be forfeited if such charges are not sustained by the Board following a hearing. The Secretary shall promptly send a copy of the charges to each member of the Board or present them at a Board meeting, and the Board shall first consider whether the actions alleged in the charges, if proven, might constitute conduct prejudicial to the best interests of the Club it may refuse to entertain jurisdiction. If the Board entertains jurisdiction of the charges it shall fix a date of a hearing by the Board not less than three weeks nor more than six weeks thereafter. The 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.

SECTION 3

BOARD HEARING. The Board shall have complete authority to decide whether counsel may attend the hearing, but both complainant and defendant shall be treated uniformly in that regard. Should the charges be sustained, after hearing all the evidence and testimony presented by complainant and defendant, the Board may by a majority vote of those present suspend the defendant from all privileges of the Club for not more than six months from the date of the hearing. And if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such cases the suspension shall not restrict the defendant's right to appear before his fellow members at the ensuing Club meeting which considers the Board's recommendation. Immediately after the Board has reached a decision, its finding shall be put in written form and filed with the Secretary. The Secretary, in turn, shall notify each of the parties of the Board's decisions and penalty, if any.

SECTION 4

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

ARTICLE VII

Authority

SECTION 1. The following shall be the order of authority :

1. Constitution
2. By-Laws
3. Standing Rules
4. All questions of parliamentary procedure not specifically answered in these by-laws shall be referred to Robert's Rules of Order, As Last Revised.

ARTICLE VIII

Amendments

SECTION 1

Amendments to the constitution and by-laws may be proposed by the Board of Directors or by written petition addressed to the Secretary signed by twenty percent of the regular membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors

and must be submitted to the regular members with recommendations of the Board by the Secretary for a vote within three months of the date when the petition was received by the Secretary.

SECTION 2

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

ARTICLE IX

Dissolution

SECTION 1

The Club may be dissolved at any time by the written consent of not less than 2/3 of the regular members. In the event of the dissolution of the Club other than for purpose of reorganization whether voluntary or involuntary or by operation of law, none of the property of the Club nor any proceeds thereof nor any assets of the Club shall be distributed to any members of the Club but after payment of the debts of the Club its property and assets shall be given to a charitable organization for the benefit of dogs selected by the Board of Directors.

ARTICLE X

Order of Business

SECTION 1

At meetings of the Club, the order of business, so far as the character and nature of the meeting may permit shall be as follows:

- Roll Call
- Minutes of the last meeting
- Report of the President
- Report of the Secretary
- Report of the Treasurer
- Report of Committees
- Election of Officers and Board (at annual meeting)
- Election of new members
- Unfinished business
- New business
- Adjournment

SECTION 2

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

- Reading of Minutes of last meeting
- Report of Secretary
- Report of Treasurer
- Reports of Committees
- Unfinished business
- New business
- Adjournment

THE MALTESE CLUB OF GREATER MIAMI, INC.

STANDING RULES

I. MEMBERSHIP

A prospective member's application and check will be sent to the Corresponding Secretary.

At the next meeting, the application will be read and the sponsors, if present, will be asked to say a few words about the applicants.

At the following meeting the applications(s) will be read again to the members present followed by a secret ballot vote on the applicants.

If the prospective member receives the required votes, a welcome letter will be sent along with the current Membership Roster, Standing Rules and Constitution with By Laws.

If the prospective member does not receive the required votes, a letter will be sent along with their check.

II. OFFICERS

RECORDING SECRETARY

The Recording Secretary shall take the minutes of the meeting and in typed format send them to the President within seven days.

The Recording Secretary shall read the minutes of the previous meeting(s) and provide copies of the Regular meeting minutes to the membership at that meeting.

CORRESPONDING SECRETARY

The Corresponding Secretary is required to keep all records for the club, filed in chronological order ending May 30 of each year.

The Corresponding Secretary will, during the month of July, write a letter to AMA, AKC and the club's insurance company and send the list of new Officers and Board members. For AMA and AKC they will include the Membership Roster.

The Corresponding Secretary shall write a letter to the AMA Corresponding Secretary requesting a donation for our Specialty.

The Corresponding Secretary will keep current the Membership Roster composed of name, address and phone number.

The Corresponding Secretary will send the Webmaster an updated Breeder's Referral List on September 1st. An additional \$25 will be due above the regular membership dues, all of which are due by June 1st, the beginning of the fiscal year and delinquent by Sept. 1st.

The Recording Secretary and the Corresponding Secretary may be the same person.

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TREASURER

The Treasurer shall submit the previous month(s) bank statement (s) and the Treasurer's Report to the President and the Recording Secretary at each scheduled meeting.

Two signatures will be required on all checks and they must be different individuals than the payee.

The Treasurer shall, in the month of June or July, bring a list of new officers to the bank for their records. If the President is new, a letter of Resignation from the previous President will be required. If the Treasurer is new, a letter from the President will be required announcing the new Treasurer. Signature cards must be changed.

III. CLUB OPERATIONS

The club name typeface is Dom Casual bold or something close to it and should be one line centered across the top of the page.

Meeting notices will be sent only to members of the club.

Meeting notices will include the club name and sub-title and meeting notice. It will also include the time, date, location, and directions to the meeting and Board meeting time.

The July notice shall include the list of newly voted officers and Board members.

The May notice shall include a membership dues renewal notice that is approved by the Board.

The May notice shall include proposed officer nominations made at the April meeting and the statement that nominations will be taken from the floor.

The June notice shall include a closed slate of Officers and Board members to be voted on at that meeting.

A copy of the Membership Roster will be included with the October and May meeting notice.

The meeting notice following our Specialty Dog Show shall invite members to propose and vote on Judges for said Specialty. The Award's Request Form will be included with a Meeting notice.

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IV. DONATIONS, AWARDS AND GIFTS

Not more than \$100.00 per year, depending on the treasury status, will be donated to foundations selected by the membership.

Monies for awards must be approved by the membership each year. Not more than \$500 per year will be spent for awards for our club members at the Annual Awards Meeting.

The awards that are offered are: Top Show Dog (based on breed points), Top Show Breeder(s): can be "solo" Breeder or Co-Breeders; can only apply for one or the other, and co-bred champions must be with the same individual breeder, Top Sire, Top Dam and new Champions. To be eligible for these awards, you must apply for the award by the stated deadline. To qualify for any award, a member must attend a minimum of two membership meetings per calendar year. If a dog was co-owned, all members must satisfy the meeting attendance qualifications. If a member does not meet the meeting attendance qualifications, members can apply for a certificate of award.

Postage must be paid by the recipient if an award is to be mailed to a qualifying member.

V. SPECIALTIES

At least one Specialty Show shall be held by the club each year.

At least eight months before the show, the Board will select the Judges to be voted on at that same membership meeting. Nominations will be taken from the floor.

At least eight months before the show, the Board will appoint a Show Committee for the coming year.

The Show Committee shall become familiar and comply with all AKC dates and deadlines with respect for filing for approval of a Specialty Show. The Show Committee shall also become familiar and comply with all dates and deadlines with respect to the premium list, show catalog and any other show related matters.

The Show Committee shall provide a written budget proposal to the Board for approval.

The Show Committee shall provide a monthly report to the Board and membership.

The Show Committee shall decide what additional classes will be offered other than those required by the AKC.

The Show Committee shall order ribbons from the Show Superintendent.

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The Show Chairman shall request from and submit to the Show Superintendent all necessary applications.

The Show Chairman shall request in writing, permission to hold a Specialty Show from the AMA via the Corresponding Secretary.

The Show Chairman shall get in touch with the Judges selected at the membership meeting and secure a written contract within the budget the Board has approved.

The setup Committee will request four weeks in advance the tables needed from the show facilities.

The Auction/Raffle Committee shall determine a time after the show for the time of the Auction and the Raffle.

The Advertising/Publicity Committee shall contact the Show Superintendent for current advertising rates and deadlines and publish them with a release on web lists available, magazines, The Maltese RX, etc. within the budget.

The Clean up Committee shall start cleaning up during the Auction/Raffle and finish by the end of the Raffle.

Dogs owned or co-owned by the Show Chairman are not eligible for exhibition.

The Show Chairman may not exhibit or handle any dogs.

No Specialty Committee member may be paid for any services provided.

The Show Chairman must be present from setup to clean-up of the Club Specialty.

Excess trophies, donations and gifts will be offered at this or the next Specialty auction/raffle and be considered as income.