

# Devon Rex Breed Club By-Laws

**Article One - Objectives.** THE OBJECTIVES OF THE DEVON REX BREED CLUB SHALL BE TO ADVANCE THE STATEMENT OF PURPOSE OF THE CONSTITUTION THROUGH METHODS ADOPTED BY THE BOARD OF DIRECTORS (BOD).

The Devon Rex Breed Club shall not be conducted or operated for profit and no part of any profits or residue from dues, fund-raisers or donations to the club shall accrue to the benefit of any member or individual.

**Article Two - Membership.** MEMBERSHIP IN THE DEVON REX BREED CLUB IS OPEN TO THOSE OWNERS, EXHIBITORS, BREEDERS AND FANCIERS OF DEVON REX CATS WHO WISH TO WORK COOPERATIVELY AND WHO MEET THE QUALIFICATIONS STATED IN ARTICLE THREE.

**Section A.** Each applicant for membership shall complete an application approved by the BOD, which shall proclaim that the applicant agrees to abide by the Constitution and By-laws of this Organization, the Code of Ethics of this Organization, and the CFA Code of Ethics. The application shall include any information the BOD deems advantageous. Appropriate fees must accompany applications sent to the Secretary.

**Section B.** A membership list shall appear at least once per year in the Newsletter and/or the current electronic form of group communication files section.

**Section C.** Membership in good standing shall be determined as follows:

1. Annual dues are paid and received in the correct amount as set by the BOD.
2. The member is not on probation, as defined in Article Four.

**Article Three - Member Status and Voting Qualifications.** MEMBERS SHALL BE DEFINED AND CATEGORIZED AS FOLLOWS:

**Section A.** Regular Member - Must be at least 18 years of age. Must own, and in addition, have bred and/or exhibited at least one CFA-registered Devon Rex within the previous two (2) years, or have shown a Devon Rex of their own breeding to CFA Grand Champion. A Regular Member is entitled to one (1) vote.

**Section B.** Associate Member – Must be at least 18 years of age. Membership is open to anyone owning a Devon Rex, or anyone who fancies the Devon Rex breed. Nonvoting status.

**Section C.** Petition for Regular Membership by an Associate Member in Good Standing, by Reason of Special Talents and/or Service. - An Associate Member may petition the BOD for upgrade to Regular Membership based upon their record of service to the DRBC, CFA and/or breed rescue. The BOD will consider service to the DRBC that contributes to the improved functioning of the club or service to the breed such as, but not limited to:

1. Active service on a DRBC committee
2. Legal or financial services

3. Artistic contributions, such as web design, artwork, photography, writing, etc.
4. Fundraising, event planning and feline/breed education efforts
5. Involvement with breed rescue

Such petition shall not be made before the Associate Member has been a member for one year.

**Article Four - Discipline.** ANY MEMBER IS SUBJECT TO FINE, PROBATION AND/OR EXPULSION AFTER DUE CONSIDERATION OF FORMAL CHARGES AND A FINDING OF SUFFICIENT EVIDENCE TO SUSTAIN CHARGES BY THE BOD.

**Section A.** A member in good standing may lodge a complaint against another member through any Officer of the BOD. Such complaints may be investigated if they relate to a violation of the DRBC Code of Ethics, CFA Code of Ethics, the DRBC By-laws, or actions inimical to the DRBC. If sustained, complaints may result in disciplinary action against the offending member as stipulated in the By-laws. In the case of illegal activity or inhumane treatment of animals uncovered in the course of an investigation, the BOD will seek to engage the appropriate authorities. All complaints are to be logged as part of the DRBC's permanent records, and repeated complaints against a member should trigger an investigation. Members lodging frivolous, malicious or fraudulent complaints may, themselves, be subject to investigation. The BOD may impose disciplinary action as stipulated in Section D.

**Section B.** A non-member may bring a complaint against a DRBC member by contacting any member of the BOD. Such complaints may be investigated only if they relate to a violation of the DRBC Code of Ethics, CFA Code of Ethics or actions inimical to the DRBC. If sustained, non-member complaints may result in disciplinary action against the offending member as stipulated in Section D. All complaints will be logged as part of the DRBC's permanent records, and repeated complaints against a member should trigger an investigation.

**Section C.** The decision to begin investigate further shall be carried with a simple majority vote of the BOD in favor of the motion. The Secretary shall promptly send one (1) copy of the complaint to the accused member announcing that an investigation is being undertaken and inviting response. Failure on the part of the member to respond within fourteen (14) days will be considered a pleading of nolo contendere/no contest.

In the event that a complaint is filed against a sitting Board member(s), he or she will be excused from all action and discussion pertaining to said charges but will continue to perform all other Board duties unless the BOD determines, by a simple majority vote of the non-accused members, that the charges are of a nature that would require the Officer(s) to step aside from all duties pending completion of the investigation and hearing.

**Section D.** Should the charges be sustained against any member, the BOD may, by a simple majority vote, determine a penalty of:

1. Restitution of loss;
2. A fine of up to \$100.00;
3. Probation or suspension of voting rights for up to one year; or
4. Any combination

A fine in excess of \$100.00 or expulsion from the DRBC for a period to be determined by the BOD requires a two-thirds (2/3) majority vote.

Any DRBC member found guilty at a CFA hearing or suspended by CFA will be automatically removed from DRBC membership.

**Section E.** No formal complaints will be accepted for review if the incident leading to the complaint occurred two (2) years or more prior to the lodging of the complaint. This section will not prevent the BOD from considering repeated complaints against a member, extending back beyond two (2) years, that establish a pattern of behavior and trigger an investigation as provided for in Sections A and B.

**Article Five - Membership Dues.** THE BOD SHALL SET THE AMOUNT NECESSARY FOR ANNUAL DUES TO INSURE THE PROPER FUNCTIONING AND OPERATIONS AS ESTABLISHED BY THESE BY-LAWS.

**Section A.** Annual membership dues are payable and due on February 1st of each year. Members failing to renew by February 1st shall be dropped from the DRBC membership rolls. Readmission to the DRBC may be obtained by submission of a new member application.

**Section B.** Membership dues are not refundable or prorated.

**Section C.** Dues shall be set by a simple majority vote of the BOD. When increases are required to meet the club's financial needs, the BOD will endeavor to plan gradual increases over time, rather than an extreme increase in any given year.

**Section D.** Members with dues paid in advance are exempted from any dues increase for the period of time they are prepaid.

**Article Six - Resignation from Office.** RESIGNATION OF AN OFFICER FROM THE BOARD SHALL BE BY NOTICE TO THE BOD.

**Article Seven - Resignation from Membership in the DRBC.** Upon resignation, a member's rights and privileges are terminated. The member may petition the BOD for reinstatement within that membership year. If the petition is approved, current dues, along with a reactivation fee not to exceed the level of dues, shall be paid for restoring the member to the membership rolls. Petitions made after the current membership year will invoke the procedures of Article Five, Section A.

**Article Eight - Officers.** THE BOD OF THIS ORGANIZATION SHALL CONSIST OF THE FOLLOWING OFFICERS:

**Section A.**

President Vice-President Secretary Treasurer Director at Large Director at Large Director at Large

**Section B.** Any vacancies occurring among the Officers during their terms shall be filled as soon as possible for the unexpired term of office by selection of a qualified member in good standing by the President, with the unanimous consent of the BOD.

**Article Nine - Duties of Officers/Definition of Quorum:** THE BOD AS A WHOLE HAS THE RESPONSIBILITY TO REPRESENT THE MEMBERSHIP AND TO CONSIDER ALL ACTIONS TO BE TAKEN BY THE CLUB, WITH EQUAL POWER INVESTED IN ALL. THE DUTIES OF INDIVIDUAL OFFICERS ARE AS FOLLOWS:

**Section A.** Any Officer may initiate BOD meetings. The business of the BOD shall be conducted on an online list to which all members have viewing access.

A second BOD executive-session list shall be maintained for BOD business requiring discretion and/or privacy. These issues include notification by BOD members regarding absences from the list, discussing applicants to the club, special awards, investigating complaints, DRBC Breeders Assistance Program requests, matters deemed to be of a sensitive nature by the President, and taking disciplinary action of which the results shall be announced to the membership. All archives of these lists are club property and must be maintained as confidential business information.

**Section B. President** - The President shall chair any meetings and set the agenda with input from the BOD, and, as Chairman, shall abstain from voting except in the case of a tie. The President shall, with input from the BOD and membership, set direction and priorities of the club. The President shall, with input from the BOD, review and update the BOD Policy and Procedure documents from the previous BOD. The President shall appoint a standing By-laws Committee and any other committees conducive to furthering club goals. The President shall appoint a Newsletter Editor and a Website Manager. All appointments must be made with simple majority consent of the BOD. The President shall maintain oversight of all committees. Any BOD action taken without the knowledge of the President (or Vice-President by designation) is invalid. The President has the authority to convene a general meeting for the conduct of business. The President may confer responsibilities of the office to the Vice-President during an inability to act due to illness or prearranged extended absence of no more than sixty (60) days. The President will ensure the transfer of all records of club business to the incoming President and BOD.

**Section C. Vice-President** - The Vice-President shall perform the duties of the President in the event of resignation, incapacitation, removal from office, disqualification, or the death of the President. The new President will then appoint a qualified member in good standing as soon as possible to fill the unexpired term of the Vice-President, with the unanimous consent of the BOD. While the BOD overall is responsible for Devon Heaven, the Vice-President shall provide oversight for the Devon Heaven events, including announcement of and solicitation of bids for venues. The BOD shall determine the venue with consideration given to rotation of regional sites for fair and equitable locations for all members. The Vice-President may appoint a chairperson to coordinate and procure committee members to assist in implementation and planning of the Devon Rex "Devon Heaven" Sponsored Show.

**Section D. Secretary** - The Secretary shall be the recording and corresponding officer and will archive copies of all minutes, newsletters, correspondence, and DRBC documents (written or electronic) in clear and readable form. These documents are to be considered club property, to be turned over to the Secretary's successor or to the President upon request. The Secretary shall keep an up-to-date membership list. The Secretary will be the point of contact for inquiries about the club and will oversee the processing of membership applications. The secretary shall cause a membership renewal notification to appear in the last Newsletter of the calendar year. The Secretary shall notify the membership list and all unpaid members individually regarding renewal at least once within thirty (30) days of the renewal date. Dues must be received or postmarked by February 1. The Secretary will carry out all other duties as further described within these By-laws. The Secretary will submit a report of Board of Directors minutes to be published in each newsletter.

**Section E. Treasurer** -The Treasurer is responsible for operational funds, bank accounts, receipts and bills of the DRBC. These will be archived as club property to be surrendered to the successor or when requested. The Treasurer shall submit the books annually for review to the BOD, or when requested. The Treasurer may be required to be bonded upon decision of the BOD. The Treasurer is responsible for the collection of annual dues and will notify the members and the Secretary when membership dues

have been received. Dues must be received or postmarked by February 1. The Treasurer will submit a report to be published in each newsletter.

**Section F.** The Directors at Large - The Directors will keep cognizant of workings of CFA and of the club, in order to be able to vote knowledgeably on issues, present countervailing views, and serve on committees as needed.

**Section G.** Quorum - A simple majority of the BOD, including the President or Vice-President per Section A, must be in contact to constitute a Board quorum for the conduct of business. In the event of any BOD member being disqualified to vote, a quorum shall consist of 50% of the remaining BOD members. In addition, the above-described quorum of Board members must be present at any general meeting called by the President for the conduct of business. When a majority vote is stipulated in these By-laws, the majority is based on the number of the whole BOD, not the quorum.

### ***Article Ten - Nominations, Elections and Voting.***

**Section A.** The Elections Committee will assemble and administer the ballot and election.

**Section B.** In the month of May of odd-numbered years, the BOD shall, by a simple majority vote, select three (3) members in good standing to form an Elections Committee, and designate one of those members as committee chairman. No more than one (1) Board Member shall serve on this committee. The committee shall verify the eligibility of all nominees per Article Eleven of these By-laws. Nominations may be made to the Elections Committee by the voting membership, and all eligible nominees who wish to run shall appear on the ballot. Any qualified member may announce a desire to stand for a particular office and be placed on the ballot. Any member of the Elections Committee who accepts a nomination or declares for an office shall resign from the committee and be replaced by BOD appointment.

**Section C.** Elections. The election of the BOD shall be in odd-numbered years, with the new Board taking office on October 1. The election shall be by secret ballot. A plurality of the vote cast shall elect.

**Section D.** All voting will be conducted in such a way as to:

1. Provide reasonable anonymity (when required) and accessibility to all voting members;
2. Maximize efficiency and accuracy; and
3. Eliminate, to the extent possible, any appearance of impropriety.

Voting methods on all issues except the election of the BOD, and including but not limited to, runoff elections, By-laws amendments, or amendments to the Constitution need not be secret and may be conducted in any fashion decided upon by the BOD. The secret balloting for BOD elections may be conducted in any fashion set by the BOD, with the following preferred.

1. Electronic (on-line) voting.
2. A paid, outside balloting service, selected by the BOD, such as that offered by CFA, whereby the Secretary provides the club ballot and eligible voter list to the service so that ballots may be sent out, received back, and tallied on behalf of the club.

**Section E.** The date of the election will be set by the BOD with all due regard for the time required for the balloting process selected and to assure the new BOD is seated on October 1. The BOD will oversee

the Elections Committee, providing them with a schedule that will comply with the date selected for the election and the seating of the new BOD, but in no case shall the nominations process begin later than June 30 of odd-numbered years.

**Section F.** The BOD may recall a ballot in the event of the death or withdrawal of a candidate and may present a second ballot should sufficient time remain to permit the new Board to be seated by October 1. Otherwise the election will proceed and an additional election to fill any unfilled office will take place at the earliest convenience but no later than the October 10.

**Article Eleven - Qualification for Office.** VOTING MEMBERS IN GOOD STANDING MAY STAND FOR OFFICE IF THEY MEET THE FOLLOWING CRITERIA:

**Section A.** Hold voting membership for at least one (1) year prior to April 30 of odd-numbered years and reside within the United States and Canada. Additionally, to hold the office of President, Vice-President, or Secretary, members must have a thorough knowledge of and commitment to CFA. All candidates must provide statements for publication presenting their qualifications and experience for the office, so that the electorate may determine by their votes what constitutes appropriate background.

**Section B.** Membership, elected office and/or affiliation with another cat-oriented club, organization or association does not prohibit a member of the DRBC from seeking or holding office within this Organization.

**Article Twelve - Impeachment and Removal of Officers.** OFFICERS MAY BE IMPEACHED USING THE PROCEDURES OF ARTICLE FOUR WITH THE FOLLOWING ADDITIONS AND MODIFICATIONS:

**Section A.** The Officer charged with misconduct may not vote on any BOD business relating to the accusation or impeachment, per Article Four, Section C of the By-laws.

**Section B.** If found guilty of charges, said Officer shall forthwith be removed from office. Additional punishment may be levied by the remaining members of the BOD at their discretion as outlined in Article Four.

**Section C.** The President, with the unanimous consent of the BOD, shall as soon as possible appoint a replacement as with any other vacancy on the BOD.

**Article Thirteen - Amendments.** MOTIONS FOR AMENDMENTS WILL BE ALLOWED. THESE BY-LAWS MAY BE AMENDED IN THE FOLLOWING MANNER:

**Section A.** A motion may be made by a member of the BOD, calling for an amendment. Members may propose amendments through any member of the BOD. The BOD may by a simple majority approve proposals for referral to the By-laws Committee.

**Section B.** Review by the By-laws Committee shall establish proper wording and logical integration of any amendment into these By-laws and provide any additional proposed amendments necessary for such integration.

**Section C.** All amendments passing out of the By-laws Committee and approved by the BOD are to be submitted to the voting membership in ballot form. A two-third (2/3) majority of all votes received must be in favor to approve an amendment to these By-laws.

***Article Fourteen - Protection Of Club Name And Logo.***

The name, "The Devon Rex Breed Club" and the associated logo, are the sole property of this club and may not be used for any purpose outside of this club for any reason without written consent/approval from the BOD. This includes, but is not limited to, the distribution of any posted materials from individuals to members.

***Article Fifteen - Dissolution.*** A PETITION OF DISSOLUTION PRESENTED TO THE BOD BY SIMPLE MAJORITY OF THE VOTING MEMBERSHIP WILL INITIATE DISSOLUTION PROCEEDINGS AS FOLLOWS:

**Section A.** Upon receipt of such petition, the President will instruct the Secretary to record the motion in the form of a ballot.

**Section B.** Should a two-thirds (2/3) majority of all voting members vote for dissolution, all assets belonging to this Organization shall be distributed as soon as possible to Feline Research, Devon Rex Rescue, and/or any other Feline assistance program.

A letter of dissolution shall be sent to CFA and the IRS. All club bank accounts shall be closed.

**Section C.** The DRBC shall be considered dissolved.

Amended

March 1998

September 2001

September 2003

August 2005

July 2007

November 2008

March 2011

January 2012

September 2017

December 2017