



CONSTITUTION, BYLAWS & STANDING RESOLUTIONS

corrected: September, 2021

updated: October 2021

Constitution

ARTICLE I – NAME AND OBJECTIVES

SECTION 1. The name of the club shall be “Papillon Association of Puget Sound.”

SECTION 2. The objects of the Club shall be:

(a) to encourage and promote quality in the breeding of purebred Papillons and to do all possible to bring their natural qualities to perfection;

(b) to urge members and breeders to accept the standard of the breed as approved by The American Kennel Club as the only standard of excellence by which Papillons 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 and obedience trials;

(d) to conduct sanctioned and licensed specialty shows 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 of 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 objectives.

By-Laws

ARTICLE I – MEMBERSHIP

SECTION 1. ELIGIBILITY.

There shall be three types of membership open to persons who are in good standing with The American Kennel Club and subscribe to the purposes of this Club. While membership is to be unrestricted as to residence, the Club's primary purpose is to be representative of the breeders and exhibitors in its immediate area.

(a) Active Membership.

Open to all persons who are 18 years of age or older and are U.S. residents. Active members are eligible to vote, hold office and enjoy all the normal duties, obligations and responsibilities of a member in good standing.

(b) Associate Membership.

Open to all persons who are 18 years of age or older, including non-U.S. residents. Associate membership includes all club privileges except voting and holding office. Associate members do not count in determining a quorum.

(c) Junior Membership.

Open to persons 10 through 17 years of age. Junior members cannot vote or hold office, nor do they count in determining a quorum. A Junior member may convert to Active or Associate membership upon reaching his/her 18th birthday.

SECTION 2. DUES.

Active membership dues shall be \$15.00 per year, payable on or before the 1st day of January of each year. No member may vote whose dues are not paid for the current year. Associate and Junior membership dues shall be \$10.00 per year, payable on or before the 1st day of January of each year. During the month of November, the Treasurer shall send to each member a statement of his dues for the ensuing year. Only one (1) club newsletter will be mailed to each household. Upon a recommendation from the Board and approval by 2/3 of the membership, an annual assessment may be required from the members and included with the collection of dues.

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 these Constitution and By-Laws and 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 in good standing. 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 by secret ballot, and affirmative votes of 3/4 of the members present and voting 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 such 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 within the greater Seattle area on every odd month at such date, place and hour as may be designated by the Board of Directors and may be held electronically by use of teleconferencing or virtual meetings. Written notice of each such meeting shall be mailed by the Secretary at least ten days prior to the day of the meeting. The quorum for such meetings shall be 20% of the membership 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 members of the Club who are in good standing. Such special meetings shall be held within the greater Seattle area at such date, place and hour as may be designated by the person or persons authorized herein to call such meetings. Written notice of such a meeting shall be mailed by the Secretary at least five 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 no other club business may be transacted thereat. The quorum for such a meeting shall be 20% of the members in good standing.

SECTION 3. BOARD MEETINGS.

Meetings of the Board of Directors shall be held within the greater Seattle area every other month and may precede the general meeting at such date, place and hour as may be designated by the Board. Written notice of each such meeting shall be mailed or emailed by the Secretary at least five days prior to the date of the meeting. The quorum for such 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 within the greater Seattle area at such date, place 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 five days and not more than ten days prior to the date of the meeting, or telegraphic notice shall be filed at least three days and not more than five 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 member in good standing whose dues are paid for the current year shall be entitled to one vote on any motion at any meeting of the club for which they are present. *Voting by email or other electronic formats may be used.* All motions at standing meetings will require a quorum to be present for voting.

ARTICLE III – DIRECTORS AND OFFICERS

SECTION 1. BOARD OF DIRECTORS.

The Board shall be comprised of the President, Vice-President, Secretary, Treasurer and three other persons all of whom shall be members in good standing and all of whom 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 President, Vice-President, 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 the duties and powers normally appurtenant to the office of the 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 Secretary shall keep a record of all meetings of the Club and of the Board and of all matters of which a record shall be ordered by the Club. She shall have charge of the correspondence, notify members of meetings, notify new members of their election to membership, notify officers and directors of their election to office, 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.

(d) The Treasurer shall collect and receive all monies due or belonging to the Club. She shall deposit the same in a bank designated by the Board, in the name of the Club. The books shall at all times be open to inspection of the Board and she 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 she shall render an account of all monies received and expended during the previous fiscal year. The Treasurer shall be bonded in such amount as the Board of Directors shall determine.

(e) The offices of the Secretary and Treasurer may be held by the same person in which case the Board shall be comprised of the officers and four other persons.

SECTION 3. VACANCIES.

Any vacancies occurring on the Board or among the officers during the year shall be filled until the next annual election by a majority vote of all the then members of the Board at its first regular meeting following the creation of such vacancy, or at a Special Board Meeting called for the purpose; except that a vacancy in the office of the President shall be filled automatically by the Vice-President and the resulting vacancy in the office of the Vice-President shall be filled by the Board.

ARTICLE IV – THE CLUB YEAR, ANNUAL MEETING, ELECTIONS

SECTION 1. CLUB YEAR.

The Club's fiscal year shall begin on the 1st day of January and end on the 31st day of December. The Club's official year shall begin immediately at the conclusion of the election at the annual meeting and shall continue through the election at the next annual meeting.

SECTION 2. ANNUAL MEETING.

The annual meeting shall be held in the month of November at which Officers and Directors for the ensuing year and shall be elected by secret, written ballot from among those nominated in accordance with Section 4 of this Article. *If the positions are uncontested the use of the Viva-Voce method as outlined in Roberts Rules of Order will be utilized. If it is a contested ballot, then polling by electronic means or vote by mail will be used.* 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. ELECTIONS.

The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The three 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 July 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 committee persons and alternates of their selection. The Board shall name a Chair for the Committee and it shall be her duty to call a committee meeting which shall be held on or before August 15th.

(a) The Committee shall nominate one candidate for each office and three candidates for the three 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) The members should be notified by the Secretary, in writing, of the committee's slate at least two weeks prior to the September meeting.

(c) Additional nominations may be made at the September meeting by any member in attendance provided the person so nominated does not decline when his/her name is proposed, and provided

further that if the proposed candidate is not in attendance at this meeting, the proposer shall present to the Secretary a written statement from the proposed candidate signifying his/her 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 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, obedience trials, trophies, annual prizes, membership and other fields which may well be served by committees. Such committees shall always be subject to the final authority of the Board. Special committees may also be appointed by the Board to aid it on particular projects.

SECTION 2.

Any committee appointment may be terminated by a majority vote of the full membership of the Board upon written notice to the appointee; and the Board may appoint successors to those persons whose services have 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 conduct 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 \$10.00 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. If the board considers that the charges do not allege conduct which would be 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 members 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 decision 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 the Board's recommendation as provided in Section 3 of this Article. Such proceeding 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 of expulsion. The defendant shall have the privilege of appearing in his/her 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 – 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 20% of the membership in good standing. Amendments proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to the 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 vote of the members present and voting at any regular or special meeting or by mail 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 VIII – DISSOLUTION

SECTION 1. Dissolution.

The Club may be dissolved at any time by the written consent of not less than 2/3 of the members. In the event of the dissolution of the Club other than for purposes of reorganization, whether voluntary or involuntary, or by operation of law, none of the property of the Club nor any proceeds thereof for 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 IX – 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 last meeting
- Report of President
- Report of Secretary
- Report of Treasurer
- Report of Committees
- Election of Officers and Board (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 the 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

ARTICLE X

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 special rules of order the Club may adopt.

Standing Resolutions

SR #1

Revised: March 2019

The Conformation Show Chairperson and anyone living in their household will not enter nor exhibit any dog at this show. Any dog co-owned by the Show Chair may be shown as long as it is exhibited by the co-owner. An Assistant Show Chairperson may exhibit any dog owned, or co-owned as long as they have no contact with any Judge for this show. A statement to this effect must appear in the premium list.

SR #2

Adopted: Sept 2006

It is understood that the Papillon Association of Puget Sound is a working club wherein all members are expected to contribute to the Club's activities to the best of their ability.

Therefore, club members, particularly those who will be signing as sponsor, will make a potential applicant aware of this provision.

Before being given an application, the person must attend two meetings within a 12 month period. At the END of their second meeting attendance, the application may be turned in to the secretary.

SR #3 – CHALLENGE TROPHY

Adopted: Sept 2006

1. A Challenge Trophy shall be offered by the Club to the Best of Breed winner at its annual specialty show.
2. At the Club's expense, each year's Best of Breed winner will be given a photograph of their win which will include the trophy.
3. The Club shall engrave each year's winner on the trophy base.
4. The Club shall purchase an insurance rider for its appraised value to cover loss or damage to the trophy.
5. The trophy will remain in the Club's possession until permanent possession occurs.

6. For permanent possession, the trophy must be won three times by the exact same owner(s), not necessarily with the same dog nor at consecutive shows.

SR #4 – JUNIOR SHOWMANSHIP AWARD

Adopted: November 2006

In recognition of Junior Showmanship achievement, the Club will award \$350 to any Junior member who has met the requirements to enter either Westminster Kennel Club or the AKC/Eukanuba Invitational, and competes at either event. The qualifying wins and subsequent competition must be made with a Papillon. The money will be awarded after they have competed and the Junior will be requested to report on the experience before the membership.

SR #5 – ANNUAL AWARDS

Standing Resolution #5 - ANNUAL AWARDS

Adopted: November 2008

Amended: March 2013 (effective Jan 1, 2013), Amended June 12, 2016 (effective Oct 13, 2016)

Awards will be based on the calendar year starting on January 1 and ending on December 31 of that same year or other time period as noted. Eligible dogs and bitches must be Owned or Co-owned by a PAPS member. To be eligible for these awards the Owner and/or Co-owner of the dog or bitch must be a member in good standing with the Papillon Association of Puget Sound (PAPS) and in good standing with the American Kennel Club (AKC). The awards will be given at the Annual dinner meeting. Any committee member actively campaigning a dog or bitch during the calendar year shall not participate in the point tallying for the Top Dog and Top Bitch Awards.

Section 1. Breed Awards

a. PAPS will offer an award for the Top Dog and the Top Bitch.

The dog or bitch must have been owned or co-owned on January 1, or from the date of birth, and continuously through December 31 to be eligible for this award. This will be a yearly award using total number of Breed dogs defeated. Both Best of Breed and Best of Opposite Sex points will be counted. It is the sole responsibility of the Owner or Co-owner to supply the committee with a list of each win and points obtained no later than December 31 of the year eligible. The wins must be tallied using the example shown on Addendum A to this Standing Resolution. In case of a tie Select Dog or Bitch wins will be used counting one (1) point for each win.

b. PAPS will offer an award for the Best Owner-Handled Dog.

The handler must be an owner or co-owner of record according to the AKC's records as of the date of the show. The dog must have been completely owned and handled by an eligible owner-handler for the entire AKC NOHS year, or from the date of birth to the end of the AKC NOHS year. Exhibitors must declare their dog AKC National Owner-Handled Series eligible at the time of entry using the check box on the entry form. Dogs must be handled by an eligible owner/handler for the AKC NOHS throughout the breed level (all classes, Winners, and Best of Breed) competition. Additionally, dogs must be handled by an eligible owner/handler for all AKC National Owner-Handled Series competition (Group and Best in Show).

Dogs must be handled by an owner/handler eligible for the AKC National Owner-Handled Series throughout the breed level competition for the point show. This includes the class competition and subsequent competition in the breed ring. Additionally, dogs must be handled by an eligible owner/handler for all AKC National Owner-Handled Series competition. If the replacement handler is an eligible owner/handler for that dog a change can occur. Any person can show the dog in the regular group and Best In Show competitions. Professional handlers, household members and current assistants to professional handlers are not eligible for this award. Professional handler is defined as any person who belongs or has belonged to a professional handlers' organization, distributed rate cards, or otherwise advertised or represented themselves as handling dogs for pay within the last five years. Eligibility restrictions apply to all members of the same household. A current assistant is defined as anyone employed by a professional handler on a full-time basis, or, assisting a professional handler at the show or any show during the cluster/weekend. Dogs can be co-owned by a professional handler or members of their household and be exhibited in this competition as long as the professional handler or household member does not exhibit the dog during eligible competition (see above). Eligibility restrictions apply to all members of the same household. There will be one award given. The winner of the award will be determined by using the AKC NOHS rankings on AKC.org. In case of a tie the number of NOHS Groups placements will be used to break the tie. It will be the sole responsibility of the owner-handler to supply the committee with a list of each NOHS Group placement.

Section 2. New Titles

An award for any AKC title achieved during the calendar year will be given upon proof of title as supplied by the owner of the dog. Proof will consist of a copy of the title certificate sent to the owner from AKC. The owner is solely responsible for notifying the club no later than December 31 the same year the title is won.

**20_TOP DOG AND BITCH POINTS
ADDENDUM A**

Dogs registered name & sex:

	SHOW	DATE	WIN	ENTRY				POINTS	Verified
				Dogs	Bitches	Dog Spec	Bitch Spec		
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