Jersey Agility Association

of

Central New Jersey (JAG)

Constitution

And

Bylaws

as approved by members at the May 4, 2011 Meeting

Constitution

Article I. Name and Objectives

.1 Name

The full name of the club shall be Jersey Agility Association of Central New Jersey, Inc., D.B.A. Agility Association of Central New Jersey for all AKC events, hereinafter referred to as The Club. The Club may be referred to informally as "JAG" (3 capital letters, pronounced "jag", indicative of its original name, Jersey Agility Group).

.2 Objectives

The Objectives of The Club shall be to:

(a) Further advancement of all dogs in agility

(b) Provide a quality, supportive, productive and fun atmosphere for people to train their dogs;

(c) Promote the agility training of dogs;

(d) Disseminate knowledge regarding agility training;

(e) Conduct classes for the training of dogs and their handlers;

(f) Encourage the training of judges;

(g) Hold agility tests and matches under the rules and regulations of any and all agility venues.

(h) Promote cooperation and good sportsmanship among its members in the training and exhibition of dogs

.3 Non-Profit Status

The Club shall not be conducted or operated for profit, and no part of any assets or remainder or residue from dues or donations to The Club shall inure to the benefit of any member or individual. As of December 28, 2002, The Club is incorporated with the State of New Jersey as a 501 c 7 social club (non-profit).

.4 Amendments

The members of The Club shall adopt and may, from time to time, revise such bylaws as may be required to carry out the objectives.

Bylaws

Article II. Membership and Awards

.1 Types of Membership

There will be 5 types of membership, open to any person who subscribes to the objectives of The Club and agrees to abide by its Constitution and Bylaws. Members under the age of 18 years must be accompanied at club training at all times by an adult who is 18 years of age or older; the accompanying adult can be a parent/legal guardian or member of The Club.

Members must be in good standing with any and all agility venues, and must subscribe to the purposes of this club. Members agree to abide by the regulations and rules established by The Club.

The following memberships and privileges will be available, with a maximum dues of $50 for any membership. All members are encouraged to participate in the jagdogs yahoogroup mailing list and participate in certain club activities, training events, and meetings.

(a) Individual - An individual member is a person who is at least 18 years of age, is eligible to hold office, and may vote. Training privileges are available upon payment of dues and any training fees.

(b) Household - A household membership is any number of people living in the same household, all of whom are 7 years of age or older and one household member must be 18 years or older. Up to two Household members 18 years or older may vote, that is, household memberships receive at most two votes. Both voters must be in good standing and be over 18 years of age. A Household must declare who will vote for the Household at the beginning of each member year. Household members 18 years or older are eligible to hold office. Training privileges are available upon payment of dues and any training fees. Household members under 18 years of age must be accompanied by an adult when training or participating in club activities. The accompanying adult can be a parent/legal guardian or member of The Club.

(c) Associate - An associate member is a person who is at least 18 years of age. An associate member is not eligible to hold office, may not vote, and does not have training privileges. An associate member may upgrade during the year to another membership category by meeting the requirements for that classification of membership, being voted in, and paying any difference in dues. A member in any other category may only become an Associate member at the beginning of the next member year after payment of the applicable dues for Associate Membership. An associate member gets secondary preferential entry into seminars and events

(d) Junior - A junior member is at least 7 years of age and is under 18 years of age. A junior member may not vote or hold office. Training privileges are available upon payment dues and any of training fees. When training, an adult must accompany a junior member.

(e) Charter - A Charter member is a special designation applied to Individual, Household, or Junior Memberships who originally paid their club dues by August 16, 2000.

All members must not be in debt to The Club. Dues and any other financial commitments to The Club are considered debt.

Individual, Household, and Junior Members must actively participate in club activities. A minimum amount of service must be provided each year to continue membership. Each year, the Board of Directors will identify Club

activities that will count towards club service. These activities will be posted to the membership at the annual meeting. The Board, on a case-by-case basis, will evaluate those that do not accrue the required service. Article XIII formally describes the Membership Contributions policy. *(A major revision was approved by the Board in August 2003 and informally approved at the member meeting, formally adopted in March 18, 2004 bylaws revision, retroactive to July 1, 2003).*

A member who is temporarily or permanently disabled who submits medical verification of the condition shall be evaluated on a case-by-case basis**.**

(f) There shall also be a class of membership called "event member." An event member is one who is entered into one of the trials given by JAG in the current calendar year. This type of membership exists only for accounting purposes, in accordance with The Club being a 501 c7 social club (non-profit). An event member has no specific privileges but a separate mailing list may be offered.

Dues

Dues for each category of membership shall be decided by the Board of Directors and presented to members for approval (vote) at the Annual Meeting. Membership dues are payable on or before the first day of August of each year. No member may vote in any ballot whose dues are not paid for the current year. During the month of July. the Treasurer shall send to each member a statement of their renewal options and associated dues for the new member-year. Each year, dues for each category of membership shall be recommended by the Board of Directors and adopted by the membership at the June meeting. Types of membership offered may be contingent on Membership Contributions as outlined elsewhere in this document

.2 Election To Membership

Each applicant ("potential member") for membership shall apply on a form that is approved by the Board of Directors. In submitting an application, the applicant agrees to abide by the objectives of The Club and its Constitution and Bylaws. The application shall state the name, address, and occupation of the applicant and it shall carry the endorsement of two members in good standing. The applicant must also provide measurable service ("do work") to The Club in advance of their being voted upon, if applying for full membership, and attend two meetings. An applicant for associate membership must submit an application and attend a membership meeting. A potential member has one year from the time they are added to the e-mail list to complete their membership requirements. Six months time shall be recommended as the nominal completion time from applying to submitting an application. The Membership Chair shall be the point of contact for potential members. Accompanying the application, the potential member shall submit dues payment for the current year.

This application shall be accepted, subject to approval by the Membership Chairperson, and presented to members for voting when all requirements have been fulfilled, at the next general membership meeting. A person shall be deemed a "potential member" when they indicate to the Membership Chair that they have reviewed the requirements for membership, wish to pursue membership, and accept the invitation to join the (jagdogs yahoogroup or postal) mailing list.

Each application is to be read to The Club prior to the applicant being voted on at the general membership meeting. The application will be voted upon by show of hands; A quorum of members is required for there to be membership applicant voting; an affirmative vote of 2/3 of the voting members present shall be required to elect the applicant into membership of The Club. The voting occurs in the applicant's absence. The Membership Chairperson will send out a Welcome Packet to all new Club members. The Membership Chairperson shall maintain all documents pertaining to Club Membership and shall work with the Secretary to publish a Membership Directory yearly to all members.

To upgrade any type of membership (i.e. Associate to Individual, Individual to Household, etc), the applicant(s) will be required to again fill out a Membership Application. The purpose of this rule is to maintain updated membership status records. (A junior member reaching 18 years of age can automatically upgrade to Individual Membership and does not have to apply for an upgrade, provided they notify the membership chair of their birthday).

Rejected applicants will be notified by the Membership Chairperson and advised that they may not reapply for membership for 6 months. Persons whose application for membership has been rejected will have their dues returned to them.

.3 Termination Of Membership

Membership may be terminated as follows:

(a) Resignation - Any member in good standing may resign from The Club upon written notice to the Board of Directors, but no member may resign when in debt to The Club. Dues obligations are considered a debt to The Club.

(b**)** Lapsing - A membership will be considered lapsed/expired, and automatically terminated, if such member's dues or other financial commitments to The Club remain unpaid 60 days after the due date. However, the Board may grant an additional 30 days to such delinquent members in meritorious cases. In no case may a person be entitled to vote at any club meeting whose dues or other financial commitments are unpaid as of the date of that meeting.

(c) Expulsion - A membership may be terminated by expulsion as provided in Article VII, Section 4 of these Bylaws.

5. Awards

Awards commemorating agility achievement during the prior calendar year may be offered at an annual awards benefit. For the purpose of defining award eligibility, the achievements of the dog are being recognized and not achievements of the handler as a dog may have several different handlers through the season. Dogs eligible for plaques, plates and club-sponsored awards shall be owned by full members in good standing. Dogs owned by Associate Members in good standing are eligible for printed certificates . These dogs may be eligible for plaques and plates should the owner wish to purchase them at JAG's cost. Associate Members' dogs may be eligible for individually-sponsored awards. Eligibility for such awards will be determined by the member sponsoring these awards. Associate Member dogs will not be eligible for JAG sponsored specialty awards. These awards are defined as: 'Awards given out by The Club to recognize the exceptional achievement of dogs owned by full members.' These include but are not limited to: MACH/ADCh/NATCH/CATCH Club, In Memoriam, The Lou Goodrich Memorial Award, The Sadie Award, and other awards distributed and paid for by The Club.

Article III. Meetings and Voting

.1 Club Meetings

"Meetings of The Club ("General Membership Meeting") shall be held at least 6 times a year within the greater Jackson, NJ area including communities in Monmouth and Ocean Counties, at such hour and place as may be designated by the Board of Directors. Notice of each such meeting shall be conveyed by the Secretary at least 10 days prior to the date of the meeting. The quorum for such meetings shall be 20% of the voting members in good standing. Monthly meetings are encouraged. Board members are expected to attend at least 75% of combined Board and Membership meetings.

.2 Special Club Meetings

Special club meetings may be called by the President, or by a majority vote of the members of the Board of Directors who are present and voting at any regular or special meeting of the Board of Directors, or by the Secretary upon receipt of a petition signed by five members of The Club who are in good standing. Such Special Club

meetings shall be held in the greater Jackson, NJ area, including communities in Monmouth and Ocean Counties NJ, at such date, time and place as may be designated by the person or persons authorized herein to call such meetings.

Notice of such meetings shall be conveyed by the Secretary at least 5 days prior and not more than 15 days prior to the date of the meeting. The notice shall state the purpose of the meeting and no other club business may be transacted. The quorum shall be 20% of the voting members in good standing.

.3 Board of Directors Meetings

There should be a minimum of 6 meetings of the Board of Directors during the member year. These meetings shall be held within the greater Jackson, NJ area including communities in Monmouth and Ocean Counties at such hour and place as may be designated by the Board. Only members of the Board of Directors are allowed to vote at a Board of Directors Meeting. Except as designated, the president shall oversee each meeting**.**

The quorum at all Board of Directors Meetings shall be a majority of the members of the Board. Items presented to the Board for voting shall pass with a simple majority. The president may vote only to break a tie.

Notice of Board of Directors meetings shall be conveyed by the Secretary at least 5 days prior to the date of the meeting. The Board of Directors may conduct business in person, by phone, or mail. Members interested in attending Board meetings shall notify the President of this interest.

Members of the Board of Directors are expected to attend all and must attend at least 75 % of Board of Directors meetings as well as annual and general or special meetings of The Club.

Any member in good standing may attend the Board of Directors meetings, but may address an issue only if the Chair has recognized them.

The Board of Directors may declare a meeting to be a closed session if there is a disciplinary matter to be considered. The Board of Directors may declare a portion of any meeting to be closed by a majority vote, and excuse any members present from that portion. The Board of Directors may also excuse any member for disruptive or unruly behavior at the meeting.

Actions taken by the Board of Directors shall be conveyed at a General Membership Meeting or in the minutes or other communication delivered by mail to all members, or made available on The Club website.

If a member of the Board of Directors misses 25 % of Board meetings within the official club year, the Board of Directors will review his/her absenteeism and decide if dismissal of the individual is warranted or other appropriate actions should be taken.

.4 Special Board of Directors Meetings

Special meetings of the Board may be called by the President; or 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 Jackson, NJ area including communities in Monmouth and Ocean Counties, NJ at such place, date, and time as may be designated by the person designated herein to call such a meeting.

The Secretary shall convey written notice of such meeting at least 5 days before the date of such meeting. Any notice shall state the purpose of such meeting and no other Club business shall be transacted.

A quorum for such a meeting shall be the majority of the members of the Board of Directors.

.5 Voting

All members in good standing who are eligible to vote and whose dues are paid for the current year shall be allowed to vote at any general or special club meeting at which they are present.

Since it is the duty of the presiding officer of the meeting to represent all members of The Club and to ensure that all facts are presented, the presiding officer is not eligible to vote except to break a tied vote.

Proxy voting will not be permitted at any Club meeting or election. In no case may a person be entitled to vote at any Club meeting whose dues or other financial commitments are unpaid as of the date of the meeting.

Article IV. Officers and Directors

.1 The Board of Directors

The Board of Directors shall be comprised of the officers and four board members, all of whom must be members in good standing with The Club and a member for at least one full year.All officers shall be elected for a one-year term at the Annual Meeting. The term limit for Officers and Board Members is three consecutive years in the same position. General management of The Club affairs shall be entrusted to the Board of Directors or their delegates as appropriate.

.2 Officers

The officers of The Club shall consist of the President, Vice President, Secretary, and Treasurer who shall serve in their respective capacities both with regard to The Club and the Board of Directors and all meetings. Any responsibilities can be delegated as deemed appropriate.

(a) The President shall preside at all meetings of The Club and of the Board of Directors, and shall have the duties and powers normally appropriate to the office of President, in addition to those particularly specified in these bylaws.

(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 and other duties as prescribed in these bylaws.

(c) The Secretary shall keep a record of all meetings of The Club and of the Board of Directors, and of all matters of which The Club shall order a record.

The Secretary shall have charge of the correspondence, notify members of meetings, notify officers and directors of their election to office and carry out such other duties as are prescribed in these bylaws.

(d) The Treasurer shall collect and receive all monies due or belonging to The Club and promptly pay all bills due. The Treasurer shall promptly make deposits in a bank as designated by the Board of Directors, in the name of The Club. The books shall be open at all times to inspection by the Board of Directors. A monthly report shall be presented at every member meeting of the condition of The Club finances Reports of the financial state of the club will be available to members in good standing if requested of the Treasurer. The billing of annual dues and prompt notification to the Secretary of lapses of membership shall be the responsibility of the Treasurer . The Treasurer may be bonded, but such bonding will be at the discretion of the Board of Directors. The Treasurer shall confirm any indebtedness to The Club prior to formal acceptance of a member resignation. The Treasurer shall carry out such other duties as are prescribed in these bylaws.

(e)

.3 Vacancies

Any vacancies occurring on the Board of Directors or among the officers during the year shall be filled until the next annual election by a majority vote of the members of the Board of Directors at the first regular Board of Directors meeting following the creation of such a vacancy, or at a Special Board of Directors Meeting called for that purpose, or by a ballot. A vacancy in the office of President shall be filled automatically by the Vice President. A board member who is not an officer shall fill the resulting vacancy in the office of Vice President. The Board of Directors shall appoint a club member in good standing to fill the Board Member vacancy.

Article V. Club Years, Annual Meeting, Elections, Nominations

.1 Club Years

The Club's fiscal year shall begin January 1 and conclude on December 31 of the same year. The Club's member year shall begin on July 1 and continue to June 30 of the next calendar year.

.2 Annual Meeting

The Annual Meeting shall be held during the month of June, at which time officers and board members for the ensuing year shall be elected from among those nominated by secret, written ballot. They shall take office at a minute past midnight, July 1, and each retiring officer shall immediately turn over to their successor in office all properties and records relating to that office. All property and records must be transferred not later than 30 days after the election**.** If all officer positions and board memberships are uncontested, the voting members in attendance may opt for a show of hands vote to confirm the entire nominated slate as a whole.

.3 Elections

The nominated candidate receiving the greatest number of votes for each office shall be declared elected. The nominated candidates for other positions on the Board of Directors who receive the greatest number of votes for such positions shall be declared elected.

.4 Nominations

No person shall be a candidate in an election who has not been nominated. During the month of March, The Board of Directors shall select a Nominating Committee. The Nominating Committee shall be composed of three members and two alternates, one of whom may be a member of the Board of Directors. The Secretary shall immediately notify the Nominating Committee and alternates of the selection. The Board of Directors shall name a Chairperson for the Committee, and it shall be their duty to call a committee meeting by April 10th.

No person may be a candidate in The Club election who is not eligible under Article II, Section 1.

(a) The committee shall nominate one or more candidates for each office and 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 at the May meeting by any member in attendance, provided that the person so nominated does not decline when their 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 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 VI. Committees

.1 Standing Committees

The Board of Directors may appoint standing committees to advance the work of The Club in such matters as equipment, membership, training/seminars, public relations/education, site, shows, fundraising and other activities which may well be served by committees. The Board of Directors shall also appoint a committee chairperson for each standing committee. Such committees and their activities shall always be subject to the final authority of the Board of Directors. Special committees may also be appointed by the Board of Directors to aid it on special projects.

Committee Chairs are expected to continue serving in the new member year, unless they submit a statement in writing resigning from the committee, or if the Board requests they step down from Chair or Committee membership. A committee member must remain a member in good standing in the new member year.

Committee reports shall be presented at each General Membership Meeting. In addition, committee reports will be submitted to the Board of Directors when requested. Committee reports summarizing the committee's activities for an event must be presented to the Board of Directors within 30 days from the date of the event.

.2 Dissolving a Committee or Terminating a Committee Appointment

A majority vote by the Board of Directors may terminate a committee appointment or dissolve a committee.

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.

.3 List of Committees

As of June 1, 2010, the existing committees in JAG are:

- Activities
- Assisted Living Demos
- Bylaws (Special committee appointed by the President)
- Equipment
- Hospitality for Trials
- Hospitality for Meetings
- Insurance
- JAG Phone
- Judges Hiring
- Library
- Membership
- Merchandise
- Nominating (special committee appointed by Board in March; disbands in May)
- Publicity
- Seminars
- Site Management
- Sunshine
- Training and Clinics
- Trial
- Valor League
- Website

The Membership Chair or delegate shall maintain a list describing all committees. This listing of committees shall also be included on the Membership Application.

Article VII. Discipline

.1 National Agility Organization Suspension

Any member who is suspended from the privileges of any and all agility venues shall automatically be suspended from the privileges of The Club for a like period.

.2 Charges

Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of The Club. Written charges with specifications must be filed in duplicate with the Secretary, together with a deposit of $25, 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 for 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/her own defense and bring witnesses if he/she wishes.

.3 Board of Directors Hearing

The Board of Directors shall refer to the current version of 21st Century Robert's Rules of Order Disciplinary Procedures for the formal disciplinary procedures of the Hearing Committee.

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. And, if it deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such case, the suspension shall not restrict the defendant's right to appear before his or her 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.

.4 Expulsion

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

Article VIII. Amendments

.1 Amendments

Amendments to the Constitution and bylaws may be proposed by any member of the Board of Directors or by written petition by a voting member and addressed to the Secretary and signed by 20% of the membership in good standing. Those individuals signing the petition will be verified by the Secretary to ensure that they are voting members 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 of Directors by the Secretary for a vote within three months of the date when the petition was received by the Secretary.

The Constitution and bylaws may be amended by a 2/3 vote of the voting members present when there is a quorum. Voting may occur at any General Membership or Special Membership meeting called for this 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 such meeting. Voting shall be by secret ballot unless the members present are comfortable with a show of hands vote.

Article IX. Dissolution

.1 Dissolution

The Club may be dissolved at any time by the written consent of at least 2/3 of the voting members in good standing. 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 nor any assets of The Club shall be distributed to any present, or former members of The Club. After payment of any debts of The Club, its property and assets shall be given to a charitable organization for the benefit of dogs, selected by the current Board of Directors.

Article X. Order Of Business

.1 General Membership Meetings

At a meeting 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 - Signing meeting roster

Reading and Approval of Minutes (if not provided to the members in advance of the meeting)

Report of the President

Report of the Treasurer

Report of the Secretary

Reports from the Committees (as requested)

Election of Officers and Board Members (Annual Meeting Only)

Election of New Members

Reading Agenda for Unfinished Business

Adding to Agenda for Unfinished Business

Reading Agenda for New Business

Adding to Agenda for New Business

Unfinished Business

New Business

Anything else

JAG BRAGS

Adjournment

.2 Board of Directors Meetings

The Agenda will be sent to Board members in advance of the meeting. Additional topics may be added.

Article XI. Parliamentary Authority

.1 Reference

The rules contained in the current edition of 21st Century Robert's Rules of Order shall govern The Club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any other special rules of order The Club may adopt.

Article XII. Finances

.1 Dues

Dues for each category of membership shall be decided by the Board of Directors and presented to members for approval (by a vote) at the Annual Meeting.

The Treasurer shall notify the members of the current amounts due and the deadline for payment. All dues and fees shall be payable by the date specified. If the dues remain unpaid within 31 days of the date they are due, the member shall be stricken from the membership list. The Secretary shall send by postal mail a notice of their lapsing.

.2 Budget

At the request of the Board, the Treasurer shall prepare an annual budget for the next Fiscal Year of estimated receipts and expenditures for programs of committees and the Board of Directors. The requests for funds from each committee chair shall be submitted to the Treasurer on or before November 1st, and they shall serve as the basis for the recommended budget. The budget shall be amended as necessary for approval by the Board of Directors at the December Board of Director's meeting. The Board of Directors shall recommend it to the membership for adoption at the January General Membership Meeting.

.3 Authorized Expenditures

No expenditures for any activities of The Club shall be made prior to their being authorized by the Board of Directors. Upon Board of Director's approval, the Treasurer shall write checks as requested by the Committee chair and shall promptly receive all invoices, receipts and other financial documents.

For any expenditure included in the approved budget:

As long as the expenditure is equal to or less than the approved amount, the Treasurer shall write checks as requested by the Committee chair and shall promptly receive all invoices, receipts and other financial documents.

For any expenditure not included in the approved budget:

The President may approve expenditures up to $100 without having to call for a board vote.

The Board of Directors may authorize expenditure of unbudgeted amounts up to $1,000 by an affirmative vote of a majority of the members of the Board of Directors.

Any expenditure not in an approved budget that is over $1000 shall be presented to the membership for approval by an affirmative vote of a majority of the members present and voting. In an emergency, the Board of Directors may approve, by majority vote, those expenditures necessary to protect the assets and integrity of The Club until the total

amounts required can be approved by the procedures stated above.

No member or members may incur indebtedness on the part of The Club without prior authorization from the Board of Directors. Such action may result in expulsion as set forth in Sections 2,3 and 4 of Article VII.

.4 Receipt of monies

Any monies received by any member or committee in the name of The Club shall promptly be transmitted to the Treasurer for deposit to the accounts of The Club.

.5 Budget Year.

The Board of Directors shall set the Budget Year of The Club. The fiscal year for tax and state and federal reporting shall be the calendar year. The budget and fee schedule shall be approved not later than the end of the first quarter of the calendar year.

.6 Accounting and Audits

The Treasurer shall keep the accounts of The Club. They may be audited within 60 days after the close of the fiscal year by a qualified individual, other than the Treasurer, appointed by the President with the approval of the Board of Directors.

.7 Examination of Records

The members of The Club shall be entitled to question and examine the books and accounts of The Club at times and places reasonably convenient for the Treasurer. Except for the auditor appointed by the President and other legally entitled entities, non-members shall not be given access to The Club's records.

.8 Tax Returns

The treasurer, delegate, or a tax-return service agreed upon by the Board shall prepare The Club's tax filings on a timely basis.

Article XIII – Membership Contributions Policy

(adapted June 13, 2001, effective July 1, 2001; revised December 2003, effective July 1, 2003, approved March 18, 2004)

All members in Individual, Household, and Junior Memberships shall be required to provide service to The Club by making a certain number of Membership Contributions per member year.

The purpose of the JAG Membership Contribution Policy is to establish the criteria that must be met by all JAG members wishing to renew their JAG membership each year. Criteria will be based on member contributions. A member earns their requirements by helping with a particular club activity.

The reason for this policy is to help promote a club of active members. As an agility club, JAG's objectives are to sponsor a lot of events and offer many different agility activities (e.g., fun day, agility trials, lessons, clinics, seminars, etc). To enable JAG to offer many agility activities to its members, all members need to help with the planned events. This policy will help ensure participation by all members in club activities and allow JAG to reach its goals.

Complete details of the Membership Contributions Policy are found in Appendix A. The service requirements schedule for the current year shall be listed in Appendix A-1.

(Historical note: Article XIV Training Fee Statement adapted June 13 2001 abolished June 5, 2008.)

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Appendix A-1 Service requirements schedule for the member year

APPENDIX A

Membership Contributions Policy Detail

APPENDIX A: MEMBERSHIP CONTRIBUTIONS POLICY DETAIL

JAG Membership Contributions Policy

.1 Name of policy

The policy shall be called the JAG Membership Contributions Policy. It may be referred to hereafter as "The Policy."

.2 Purpose

The purpose of the JAG Membership Contributions Policy is to establish the criteria that must be met by all non-associate JAG members wishing to renew their JAG membership each year. Criteria will be based on member "service" or "contributions".

The reason for this policy is to help promote a club of active members. As an agility club, JAG's objectives are to sponsor a lot of events and offer many different agility activities (e.g., fun day, agility trials, lessons clinics, seminars, etc). To enable JAG to offer many agility activities to its members, all members need to help with the planned events. This policy will help ensure participation by all members in club activities and allow JAG to reach its goals.

.3 Definition

The JAG Board shall be tasked with defining the terms and conditions of The Policy. It may, at its option, convene a Membership Contributions Policy Committee to handle the specifics of The Policy, or identify committee or member tasked with maintaining a tally of Membership Contributions to date. If a Membership Contributions Policy committee is convened, the Membership Chair should be one of the members of the committee, as their work is closely tied.

.4 Requirements

Prior to each new "membership year" the Board will announce the specific contributions that each full member must accomplish in order to renew as a full member in good standing. The Board may specify different requirements of individual, household, and junior membership. Typically these contributions will include:

- Attending a certain number of general membership meetings.
- Helping a certain number of days at JAG agility trials, seminars, or other fund-raising events. (A

full day at a trial is at least three classes or a key position. Key positions include but are not limited to: entire set-up, entire tear-down, Treasurer, Vendor Coordinator, Volunteer Coordinator, Chief Ring Steward…)

- Doing work for committees, not limited to being on a committee, holding office or being on the Board.

The specific contributions for the upcoming or current member year shall be listed in Appendix A-1 and on The Club's website. The Board may opt to approve the same (existing) set of requirements as in the previous member year such that the bylaws section pertaining to member contributions need not be revised annually.

.5 Contributions

JAG activities (events, meetings, etc) are announced on the jagdogs@yahoogroups.com mailing list or by mail. A work coordinator will be announced for these activities. The member must report to this work coordinator and do measurable work. The work coordinator is requested to send a thank-you message to the list so that there is a documented list of who helped and earned a day's contribution. JAG Committees will also at times solicit members or helpers as needed for their activities.

The Board will advise the number of contributions required of household memberships and junior memberships.

If a JAG activity is eligible for financial payment, *either* money compensation or credit for a single contribution can be given.

The timeframe for achieving one's service to The Club shall be the member year (July 1 to June 30 of the following year).

.6 Members joining during the year

This shall be decided on a case-by case basis by the Board, considering factors such as the amount of work done by the member while an applicant, and the number of months remaining in the member year.

.7 Administration and Record Keeping

The Board shall designate a person or committee to maintain a list of Membership Contributions made to date. This tally shall be socialized or otherwise made available to any member on an ongoing basis. A spreadsheet or web-based reporting system is suggested. This system allows the member to see what they've done and what else is minimally needed in order to retain membership in good standing.

.8 Reporting service to The Club

Each member is on the honor system for their work activity reporting. Every effort should be made to report work activities / meeting attendance to the tracking administrator as soon as possible after the completion of the activity.

All reported activities must be verifiable. This implies:

- a person in charge of an event should document who has helped at the event and post a thank you notice to the jagdogs list
- a committee chair should document all meetings with meeting minutes containing a list of attendees, and be responsible for identifying committee members who have not significantly contributed to the committee

- all JAG meetings should be documented with meeting minutes containing a list of attendees. The Secretary and/or Membership Chair should work to ensure this list is accurate and complete.

.9 Requirements not met for JAG "member year"

In the event that a member does not meet their minimum requirements, the Board will review their situation on a case-by-case basis. Members who cannot attend meetings or do work for the club should make an appeal to the Board of Directors.

A member who is a candidate for removal from The Club due to not meeting the service requirements can petition the JAG Board with any extenuating circumstances they may have relating to their inability to meet the requirements.

A member removed from The Club due to not meeting their service requirements must wait 6 months before applying for JAG membership again.

.10 Recognition

Contributions above and beyond the minimum required can be tracked and may be awarded accordingly by the Banquet, Awards, Board, and/or Membership Committee.

If applicable, awards will be presented at the annual JAG awards dinner.

.11 Renewal of policy

The Board may opt to approve the same (existing) set of requirements as in the previous member year such that the bylaws section pertaining to member contributions need not be revised annually.

Appendix A1 lists the current list of activities approved by the Board for the member year going forward.

APPENDIX A-1 *(specific insert for 2003-2004 member year)*

The following "list of activities" shall be required of all full memberships wishing to maintain member-ingood-standing status for full renewal:

1. Attend three membership meetings
2. Help two full days at JAG agility trials. This can be two days of the same trial or any two days during the member year. A full day equals, for example, taking on a key position, working the entire setup or teardown, volunteering for at least three classes, etc.
3. Hold office, be on the Board, be active on a committee or do work for a committee.

As an example of doing work for a committee, one could help the Equipment or Site Management committee with inventory or cleanup but not actually be on the committee.

For members who work at night and cannot attend meetings, they will be expected to help one additional full day at trials or seminar in lieu of attending three general membership meetings.