You do not need to follow this model. It is provided for your convenience only. But we urge you to keep your bylaws simple and put more detailed procedures in a club handbook or other procedural document – one that’s easier to change than bylaws.

(Name of club)

Bylaws

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I. The name of the club is \_\_\_\_\_\_\_\_\_\_\_\_. It is a Not for Profit organization.

II. The purpose of the club is to encourage good sportsmanship and to further training in working dogs sports to achieve the ultimate goal of titles under the rules of LV DVG America and DVG.

III. These bylaws are subject and subordinate to the bylaws of the \_\_\_\_\_\_\_\_ region and the bylaws of LV DVG America and DVG.

IV. Membership categories in the club are individual memberships, spouse/partner memberships, child memberships, and youth memberships. To be in good standing, all members must be actively training and meet their monetary obligations to the Club. Each member has one vote (exclude “child” if the club so desires – but child members have a vote on LV matters, so if you exclude children from voting on club matters add “all DVG members may vote on LV and KG matters”). (If you want to further define “actively training” we recommend you put it in the club procedural document, so it’s easier to change).

V. The club is administered by a Board of Directors. The officers who make up the Board are the President, Vice President, Secretary, Treasurer, and Training Director. The same person may hold multiple positions on the Board. (Add Membership Officer if desired – or this function can be done by the Secretary. Membership Officer could be a non-voting member of the board, if desired.)

VI. The Officers are elected at the Annual Meeting for a term of \_\_\_\_\_\_\_\_ years. (Add term limits if the club so desires.)

VII. With the exception of DVG dues and fees, the annual dues and other assessments payable by members are set annually by the Board of Directors (add “ and approved by the general membership” if desired).

VIII. Except for the original founding members, all applicants for membership must be sponsored by a member in good standing. (Optional article)

IX. Causes for expulsion from the club include any action bringing discredit to the Club or acting in a manner unbecoming to the membership and detrimental to the interest of the Club, the KG, the LV, or DVG. Members who fail to pay their monetary obligations to the Club by a date specified by the Board of Directors may also be expelled. (put disciplinary process details in a club handbook).

X. A quorum is at least 51% of the Club members who are in good standing. A quorum must be present for voting on all Club business. Decisions are made by majority vote of the members present, except as otherwise specified in these bylaws.

XI. The club may hold meetings either in person or by teleconference or electronically, or a combination. The Club members must receive five days written notice of any meetings. Electronic notice satisfies this requirement. The Club holds at least one business meeting a year (specify timing of meeting if desired). At any meeting sanctioned by these bylaws, the most recent "Robert's Rules of Order, Newly Revised" govern parliamentary practice on all matters, unless expressed otherwise in these by-laws.

XII. The club’s (operating procedures document, handbook – whatever you want to call it) provides more detailed information about club processes and requirements.

XIII. Club bylaws may be altered or rescinded and new bylaws may be made at any meeting of the club held in person, by phone, or electronically, or a combination. Votes on bylaws changes require a 30 day notice to the members. To pass, amendments must receive at least a 2/3ds vote of the membership in good standing. Changes to the club’s operating procedures require only a 51% or greater vote and require only the normal 5 day notice.

XIII. The club may be dissolved at any time by the written vote of at least 2/3d of the members in good standing. Any funds remaining in the club treasury will be donated to a non-profit organization devoted to the care, training, or welfare of animals.