

NATIONAL SILVER FOX RABBIT CLUB CONSTITUTION



ARTICLE I—NAME

Section 1. The name of this organization shall be National Silver Fox Rabbit Club.

ARTICLE II—PURPOSE

Section 1. To promote, encourage and improve the breeding and exhibition of the Silver Fox Rabbit according to the Standard of Perfection accepted by the American Rabbit Breeders Association.

Section 2. To publicize and distribute information about the Silver Fox Rabbit.

Section 3. To provide for Sweepstakes Sanctions at ARBA sanctioned shows, and to offer special awards to members of the National Silver Fox Rabbit Club.

Section 4. This club shall be a non-profit organization.

ARTICLE III—AFFILIATION

Section 1. The club shall be chartered with the American Rabbit Breeders Association, Inc.

ARTICLE IV—MEMBERSHIP

Section 1. Membership in this organization shall be open to all persons interested in the Silver Fox Rabbit.

Section 2. Application for membership shall be made in writing or via online membership application to the Secretary accompanied by the membership dues.

Section 3. Membership shall commence from the date of application and shall be acknowledged by a receipt or membership card by the secretary. All members over the age of 14 are entitled to vote.

Section 4. A member whose dues are more than 30 days delinquent shall be dropped from the roster.

Section 5. Membership in the National Silver Fox Rabbit Club may be denied for just cause by a two thirds majority vote of and consent of the Board of Directors, pursuant to an investigation and discussion of the application.

Section 6. A lifetime membership may be awarded by the Board of Directors to any member for outstanding service to the club. These individuals shall be entitled to all membership privileges. All future dues are waived for lifetime memberships.

ARTICLE V—MEETINGS

Section 1. This club shall hold an Annual Meeting (General Membership Meeting) at the ARBA National Convention. A General Membership Meeting may also be held during NSFRC Nationals/ National Specialty Show, however this meeting shall not replace the Annual Meeting.

Section 2. Notice of the time and place for holding such meetings shall be published in the NSFRC Newsletter and/or published electronically via websites and email and/or sent by mail to members at least 30 days prior to the date of the meeting.

Section 3. A quorum for an official NSFRC General Membership Meeting shall consist of at least two Board members and five members in good standing. If no officers are able to attend, they shall give authority to preside at the meeting to a Director in attendance. If no quorum is present the presiding officer shall adjourn the meeting to the day and hour of his/her designation.

Section 4. Draft Minutes of General Membership Meetings shall be published in the next NSFRC Newsletter following the meeting to give the general membership time to review and add input if necessary. After 30 days Final Approved Minutes will be published electronically on NSFRC websites. Copies of approved General Membership Meeting Minutes will be provided at the following year Annual Meeting.

Section 5. The President shall call a Special Membership Meeting of the NSFRC when so requested, in writing, by at least twenty (20) members in good standing. At any special meeting there shall be considered only the special business for with the special meeting was called. Notice shall be communicated to all members in the manner defined above at least thirty (30) days before such meeting. Minutes of Special Meetings shall be as defined for General Membership Meetings.

Section 6. The Board of Directors shall hold at least four (4) regular meetings per calendar year. Meetings shall be at such dates, times, and places, as the Board shall determine. Meetings may be conducted in person or via electronic format or teleconference provided all members have access to one or all methods of communication. Additional Board communication may include mail, email, fax, or other methods that may become available provided all members have access to one or all methods of communication including but not limited to Facebook Groups or other social media platforms. Minutes shall be sent to all Board Members via mail or email prior to the next meeting and shall be posted at the official NSFRC website and/or included in the NSFRC Newsletter after Board approval.

Section 7. A quorum for Board of Directors Meetings shall consist of at least two officers and 3 Directors in attendance.

Section 8. Special Meetings may be called by the President or at the request of at least two (2) Board members by notice communicated, via mail, email or telephone, to each member of the Board not less than forty-eight (48) hours before such meeting. Minutes of Special Meetings shall be as defined for regular meetings.

Section 9. Any action required or permitted to be taken at a meeting of the Board of Directors or of any committee may be taken without a meeting if all members of the Board or committee consent in writing to taking the action without a meeting and to approving the action. Such consents shall have the same force and effect as a unanimous vote of the Board or of the committee as the case may be.

ARTICLE VI—OFFICERS

Section 1. All Officers and Directors of this club must be members in good standing of the American Rabbit Breeders Association. Failure to renew such membership shall automatically vacate the office.

Section 2. The Board of Directors of this club shall consist of a President, Vice President, a Secretary, a Treasurer and 5 Directors.

Section 3. The Board of Directors shall be elected for two-year terms. The President, Secretary and three Directors shall be elected in even years and the Vice President, Treasurer, and two Directors shall be elected in odd years. Terms of Officers and Directors shall commence at the close of the ARBA National Convention.

Section 4. Officers shall be elected from and by the membership via mail or electronic ballot.

Section 5. An Officer who is remiss and/or negligent in his/her duties or shows a serious lack of interest in club matters shall be reviewed in the same manner as consistent with Article V — Discipline, in the By-Laws.

Section 6. Vacancies in any office shall be filled by appointment of the President, subject to a simple majority of Board approval.

Section 7. By running and accepting a position on the Board of Directors, all potential and existing board members acknowledge that they are willing to work in full communication with all other board members. Members may not block other board members on any of the approved communication platforms (Zoom, Facebook, etc.), and must be willing to openly communicate with all other board members. Failure to do so will constitute immediate removal from the board without a vote.

Section 8. All members of the Board of Directors must actively maintain and review at least one electronic correspondence platform in order to be able to successfully communicate with the remainder of the BOD. Failure to keep in communication with the BOD can warrant removal from office.

ARTICLE VII—AMENDMENTS

Section 1. Amendments to this Constitution may be proposed by any member in good standing or by majority vote of the Board of Directors. The proposal shall be reviewed by the Constitution Committee for inconsistencies or conflicts with the American Rabbit Breeders Association or the Constitution & By-Laws of the National Silver Fox Rabbit Club. If none be found, the proposal shall be presented to the membership for a vote.

Section 2. The entire membership shall be polled via mail or electronic ballot. A 2/3 majority of ballots received shall constitute acceptance of the proposed amendment, which shall become effective immediately upon passage.

Revised September 2014 — Approved by Membership October 2014
Revised November 2021 – Approved by Membership December 2021



NATIONAL SILVER FOX RABBIT CLUB BYLAWS

ARTICLE I—DUES

Section 1. Membership categories shall consist of:

- Individual Adult — New/renewal annual payment and 3-year advance payment
- Individual Youth (through age 18 years) — New/renewal annual payment and 3-year advance payment
- Husband/wife or two party — New/renewal annual payment and 3-year advance payment
- Additional member residing in same household — New/renewal annual payment and 3-year advance payment.

Section 2. The Board of Directors may adjust the amount of annual dues to be paid in each membership category for the following calendar year by a vote of not less than two-thirds majority when a quorum is present.

Section 3. The Board of Directors may waive membership dues requirements and/or offer special categories or promotions as it sees fit on a case-by-case basis.

Section 4. If renewal dues have not been received by the Secretary in the 30 days grace period after expiration date, the member shall be removed from the club roster and no sweepstakes points will be counted. Sweepstakes points will resume tabulation upon payment of dues.

ARTICLE II—ELECTIONS

Section 1. The Election Committee shall send out to the entire membership, a call for petitions of office on June 1st. Petitions for office shall be returned to the Election Committee Chair postmarked no later than July 1st.

Section 2. Petitioner(s) for offices of President, Vice-President, and Secretary-Treasurer must have been a continuous member of the NSFRC for two years previous to petition. Petitioners for office of Director must have been a continuous member of the NSFRC for one year previous to petition. All petitioners must be over the age of 14 years old and a member, in good standing with the NSFRC and the ARBA at the time of petition.

Section 3. On July 15th, or as soon after petitions have been received, an official ballot will be issued to all members in good standing.

Section 4. Only official ballots will be accepted. Official ballots shall have no other information or markings other than the names of candidates, and an area to indicate selection for office; the name and address of the Election Committee Chair for ballot return; and the club title. Polls closure shall be postmarked no later than AUGUST 31st.

Section 5. The Election Committee shall not be candidates for office. They shall count ballots and report the results by signed statement to the Secretary no later than September 30th.

Section 6. Candidates receiving the largest number of votes shall be declared elected. If any candidate is running unopposed, they shall be declared elected, and no votes need be rendered.

Section 7. In the event of a tie vote the Board of Directors shall vote by secret ballot, with the President casting a vote to break a tie.

Section 8. The Election Committee Chair shall notify the results to the entire membership and shall file the ballots for one year.

ARTICLE III—DUTIES OF OFFICERS

Section 1. The President shall preside at meetings of the NSFRC and the Board of Directors. He/she shall appoint committees, fill all vacancies in office, call special meetings as deemed necessary for the good of the club, and perform such duties as pertain to the office subject to approval by the Board.

Section 2. The Vice President shall perform all duties of the President in his/her absence or inability to act. He/she shall automatically succeed to the office of President upon vacancy of said office. He/she shall perform any such duties as directed by the Board of Directors or the President.

Section 3. The Secretary shall receive and act upon membership applications in a timely manner. Notify all members of meetings and elections. Keep an accurate record of minutes at all meetings.

Such minutes shall be sent to all Board Members via mail or email and shall be posted at the official NSFRC webpage and/or included in the NSFRC Newsletter. The Secretary shall act promptly on all correspondence directed to his/her office and shall consult the Board of Directors on such matters. Submit an annual report of the condition of the club. Consult and advise the Board of Directors of all matters of policy he/she deems unusual or advisable. The secretarial records may be reviewed annually upon notification by the President or through the President by the majority of the Board of Directors. He/she shall perform any such duties as directed by the Board of Directors or the President. The Secretary is to receive a monthly stipend from the club as reimbursement for club duties. The amount of reimbursement is subject to approval by the Board of Directors and should be approved by a two-thirds majority vote.

Section 4. The Treasurer shall be the custodian of all property and funds of this organization. He/she shall make purchases, pay all justified debts, and transact all business as authorized by the Board of Directors. He/she shall see that the annual charter fee is promptly paid to the American Rabbit Breeders Association by January 1st of each year. Furnish to the Board of Directors, proof of a satisfactory bond which will cover all maximum assets of the club; such bond to be paid by the club. Ensure all funds received are deposited within 30 days of receipt. Maintain an accurate set of books covering income and expenditures. Submit a written report at each regular meeting of the Board of Directors. Submit all financial records to the Auditing Committee. Be allowed an amount equal to 25% of the membership dues collected as full compensation for services. He/she shall perform any such duties as directed by the Board of Directors or the President.

Section 5. The Board of Directors shall carry out the decisions voted by the club membership and transact such business as necessary for the welfare of the club. Each director shall be responsible for answering all correspondence addressed to him/her in a timely manner and shall consult to the Board of Directors on such matters. Each officer and director shall regularly submit articles and reports for the NSFRC Newsletter. The Board of Directors shall authorize expenditures, not exceeding the assets of the NSFRC. The Board of Directors shall make decisions as may pertain to the improvement of the NSFRC. All transactions by the Board of Directors must have a simple majority approval, except where noted differently.

Section 6. Each member of the Board must attend at least one (1) annual meeting, or one (1) general meeting held in conjunction with the National or Convention show during his/her term. Failure to attend may result in removal from office at the discretion of the Board.

ARTICLE IV—COMMITTEES

Section 1. Standing Committees of the NSFRC shall be: Constitution Committee, Standards Committee, Auditing Committee, Election Committee, and Youth Committee. The President will appoint Standing Committees and designate a Committee Chair subject to the approval by simple majority of the Board of Directors.

The term of all Standing Committee Chairs and members shall be two years and shall be the same as the NSFRC Board of Directors term year.

Section 2. The Standards Committee shall consist of 5 (five) members in good standing of the NSFRC who comply with eligibility requirements set by the ARBA. This committee shall receive comments from the membership, through the Chairperson, and shall review the breed standard on a continuous basis. The Chairperson shall submit regular reports to the President on activities of the committee. No currently active COD holders may serve on the Standards Committee as it can be seen as representing a conflict of interest.

Section 3. The Constitution Committee shall consist of at least 3 (three) members in good standing of the NSFRC. This committee shall review any proposed amendments received per Article VI of the NSFRC Bylaws.

Section 4. The Auditing Committee shall consist of 3 (three) members. No Auditing Committee member shall be an officer or live in the same State as the Treasurer. Their duty shall be to make an annual audit at the end of the fiscal year and at the end of any Treasurer's term, of the Treasurer books and make a report to the Board of Directors. The Committee may recommend, if deemed advisable after examination, that the books be audited by a certified public accountant. The cost of such audit shall be paid for by the NSFRC. When the end of year audit and end of term audit are within 3 months of each other only one audit shall be done.

Section 5. The Election Committee shall consist of 3 (three) members. The Election Committee shall prepare, distribute, receive, and count the ballots, tabulate and certify the results of any and all

elections to the Board of Directors. No member of the Election Committee shall be eligible for election to any office.

Section 6. The Youth Committee shall consist of 3 (three) members appointed for the purpose of promoting and developing youth programs consistent with the rules of the NSFRC. The Committee shall be responsible for reviewing and proposing any program, project or contest which encourages the involvement of youth exhibitors. The Committee Chair shall be responsible to submit any proposed program, project or contest to the Board for final approval.

Section 7. The Board of Directors may form committees and commissions to carry out the work of the Organization. The Board of Directors shall determine the charge and duration of each committee or commission. The President will appoint Committees subject to the approval by simple majority of the Board of Directors. All members reviewed and appointed for any Committee must be a member in good standing of the NSFRC. The Chairperson for each Committee shall have been a member in good standing of the NSFRC for a period of one (1) year.

ARTICLE V—NATIONAL & CONVENTION SHOWS

Section 1. The NSFRC shall annually designate a minimum of \$750 for purchase of awards for the annual National Show. Awards will be given for both Open & Youth shows and shall consist of: Best Display, Best of the Best, Best of Breed, Best Opposite Sex, Best of Variety (Blue/Chocolate [plus any additional active CODs], Best Opposite Sex of Variety, Best Senior (Black/Blue/Chocolate/COD), Best Intermediate, Best Junior, and Best Fur. If the cost of the awards is anticipated to exceed \$750 by more than \$100, a Majority Board of Directors approval will be required. All invoices must be sent to the treasurer for payment.

Section 2. The NSFRC shall annually designate a minimum of \$1000 for purchase of awards for the annual ARBA Convention. Awards will be given for both Open & Youth shows and shall consist of: Best Display, Best of the Best, Best of Breed, Best Opposite Sex, Best of Variety (Blue/Chocolate [plus any additional active CODs], Best Opposite Sex of Variety, Best Senior (Black/Blue/Chocolate/COD), Best Intermediate, Best Junior, and Best Fur. If the cost of the awards is anticipated to exceed \$1000 by more than \$100, a Majority Board of Directors approval will be required. All invoices must be sent to the treasurer for payment.

Section 3. At each ARBA Convention, an auction shall be held. Half of the convention proceeds will be gifted to the Scholarship committee, and the other half will be added to the NSFRC treasury to cover the cost of awards for future National & Convention shows.

Section 4. At all National shows, all rabbits should be weighed to confirm compliance with the SOP for breed minimum and maximum weights.

ARTICLE VI—DISCIPLINE

Section 1. Any member against whom charges of misconduct have been filed shall be furnished a written statement of said charges and allowed a minimum of 30 days to reply. The reply shall be sent to the Secretary who shall send a copy of the reply, along with the written charges to each of the Board of Directors for review. Upon review by the Board of Directors, a simple majority vote by the Board may elect to expel, suspend or reprimand said member against whom the charges were brought.

Section 2. If a member is an officer and charges have been filed for negligence of duty, they shall be reviewed in the same manner as outlined previous. If the Board elects to remove said officer from office, the office shall be declared vacant.

Section 3. Any member who has been expelled must petition the Board of Directors for readmission.

ARTICLE VII—AMENDMENTS

Section 1. Amendments to these By-Laws may be proposed by any member in good standing or the Board of Directors.

Section 2. The proposal shall be reviewed by the Constitution Committee for inconsistencies or conflicts with the American Rabbit Breeders Association and/or the Constitution and By-Laws of the NSFRC. If none be found, the entire membership shall be given the opportunity to vote on the proposal by mail ballot. A 2/3 majority of ballots received shall constitute acceptance. The proposal shall become effective immediately upon passage.

ARTICLE VIII—AUTHORITY

Section 1. The Board of Directors shall have the authority to make such laws, establish such rules, including Standing Rules, and adopt such regulations and policies as may be necessary for the governing of its members including those not specifically covered in the Constitution and Bylaws.

Section 2. The current edition of Roberts Rules of Order Newly Revised shall be considered as the final authority for this Association on all questions not specifically covered by the Constitution and By-Laws.

ARTICLE IX—FINANCIAL ADMINISTRATION

Section 1. The fiscal year of the NSFRC shall be January 1 — December 31 but may be changed by resolution of the Board of Directors.

Section 2. The Board of Directors shall authorize all expenditures of the NSFRC. All payments of money issued in the name of the Board or the NSFRC shall be signed by an officer of the Board or in a manner approved by the Board. All payments of money issued in the name of the Board or the NSFRC for an amount greater than One Thousand Dollars (\$1000.00) shall be signed by any two officers of the Board.

Section 3. Expenses approved by the Board shall be reimbursed in a timely manner by the Treasurer upon submittal of a request for reimbursement and receipts documenting the expense. Whenever possible expenses shall be paid directly to the vendor by the Treasurer.

ARTICLE X—DISSOLUTION

Section 1. Should this club dissolve, the Board of Directors shall decide upon the disbursement of the club treasury and property existing at the time.

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