

***COLORADO STATE MINI LOP CLUB***  
***(Founded June 2001)***

**~ CONSTITUTION ~**

**Article I: Name**

The name of this club shall be known as the **Colorado State Mini Lop Club**, herein referred to as CSMLC.

**Article II: Object**

The objects of this club shall be to encourage, promote, and improve the breeding of the Mini Lop rabbit by maintaining standards, and encouraging exhibition. This club shall be a non-profit organization.

**Article III: Affiliation**

**Section 1.** This club shall be affiliated with the American Rabbit Breeder's Association (ARBA), and the Rocky Mountain High Shows, Inc. (RMHS).

**Section 2.** All officers and Directors must be members of the American Rabbit Breeder's Association.

**Article IV: Membership**

Membership is open to any person or youth of any age being of good character and reputation, who are in accord with the club objectives, and who raise Mini Lop Rabbits. A signed application shall be submitted to the club's Secretary/Treasurer with the appropriate yearly fee. The term of membership shall begin on the date the completed application and fee is received by the Secretary/Treasurer. All members regardless of age may vote. Mini Lop breeders who live outside of the state of Colorado are welcome to become members, but per ARBA guidelines Article II, section 6, part b, will not be able to hold any office.

**Article V: Officers**

**Section 1.** The officers of this club shall consist of a President, Vice-President, Secretary/Treasurer, and a minimum of three (3) Directors and a maximum of five (5) Directors; including in that number at least one youth member. These officers shall constitute the Board of Directors.

**Section 2.** Any member, or youth age 12-18 years, may hold office.

**Section 3.** Officers shall be elected by the membership and will serve until their term is completed (one year), and their successors are duly elected. Members will be allowed to hold office more than one (1) year if they are elected by the membership.

**Section 4.** Officers must be owners of Mini Lop Rabbits and hold membership in the ARBA.

**Section 5.** Officers and Directors may hold the same office for no more than three (3) consecutive years.

**Section 6.** Any officer or Director wishing to resign his/her office, shall submit his/her resignation in writing to the Board of Directors at any time.

**Section 7.** Any vacancy other than the office of President shall be filled by appointment of the President with at least two-thirds (2/3) of the members present at the meeting. The Vice-President will automatically fill the vacancy of the office of President.

### **Article VI: Discipline**

**Section 1.** If an officer or Director becomes delinquent in his/her dues, he/she will be contacted by the Secretary/Treasurer for payment. If the delinquent dues are not paid within sixty (60) days, the office shall be declared vacant. Members who are delinquent in their dues will be removed from the club rolls in the same time period.

**Section 2.** If an officer or Director does not fulfill his/her duties or shows lack of interest in the club, he/she may be asked to resign from office by the President. If the officer or Director fails to resign, the Board of Directors may declare the office vacant, by a majority, if the President acts in the same manner as a Director or other officer, the Board of Directors, by majority vote, can request the President to resign or declare the office vacant with the Vice-President to assume the Presidential duties until the next election.

**Section 3.** If an officer or Director gives up the breeding and exhibiting of Mini Lops, he/she shall be required to resign from office.

### **Article VII: Meetings**

The club shall hold at least one (1) membership meeting per year. Any member wishing to call a meeting, must contact a member of the Board of Directors who will decide on a day, time and place for such a meeting to be hold. The Secretary/Treasurer will notify members by phone, e-mail or letter at least two (2) weeks in advance of the meeting.

### **Article VIII: Amendments**

**Section 1.** The constitution and by-laws may be revised at any time by a two-thirds (2/3) vote.

**Section 2.** Any proposed amendments must be submitted to the Board of Directors and if approved by the Board, must be sent, e-mailed or called to the members for a vote.

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**~ B Y – L A W S ~**

**Article I: Dues**

**Section 1.** The annual dues shall be as follows:

- a. Youth, under the age of nineteen (19), \$5.00 (showing as an individual under own name)
- b. Single Adult, \$7.00
- c. Husband & Wife, \$9.00
- d. Family, \$11.00

**Section 2.** Dues are payable in advance for each club year. Dues for new members that are paid after June 30<sup>th</sup> will be half of the annual dues, no other pro-ration applies.

**Section 3.** Renewal dues will be due January 1<sup>st</sup> of each year.

**Section 4.** Failure to pay the annual dues will result in termination of membership and/or club office as specified in Article VI, Section 2 of the Constitution.

**Article II: Duties of Officers**

**Section 1.** The *President* will preside at all meetings, appoint all committees, with the approval of the Board of Directors, fill vacancies by appointment with the approval of the Board of Directors, and perform all duties that pertain to his/her office.

**Section 2.** The *Vice-President* shall perform all duties of the President in his/her absence, shall succeed as President if a vacancy occurs in that office, and performs other duties as assigned by the President or Board of Directors.

**Section 3.** The *Secretary/Treasurer* shall be the custodian of all funds of the club, shall maintain a bank account in the club's name using two (2) signatures, apply for all sanctions for specialty shows, pay all club bills, keep an accurate accounting of all cash received or disbursed, be responsible for keeping a set of membership records, receive all membership applications and issue membership cards, receive and answer any correspondence necessary to the club operation, and record the minutes of any club meeting be it general or Board of Directors.

**Article III: Committees**

The President shall appoint any committee necessary to the club operation.

**Article IV: Club Authority**

The club will be ruled based on Robert’s Rule of order.

**Article V: Meetings/Order of Business**

The order of business at meetings shall be:

1. Roll Call
2. Reading of the Minutes of the Previous Meeting
3. Report of the Board of Directors
4. Report of the Secretary/Treasurer
5. Report of Committees
6. Reading of Communications
7. Unfinished Business
8. New Business
9. Discussion
10. Adjournment

**Article VI: Amendments**

By-laws may be amended by a majority vote at any scheduled meeting, mail or email ballot.

**Article VII: Dissolution**

The club may be dissolved by the written consent and vote of not less than two-thirds (2/3) of the members in good standing. In the event of dissolution, whether voluntary or involuntary, or any extenuating or unforeseen circumstance, none of the club property shall be distributed to any member of the club. The balance of club funds remaining after payment of any outstanding debts shall be gifted to the ARBA youth scholarship.

President\_\_\_\_\_ ARBA#\_\_\_\_\_

Secretary/Treasurer\_\_\_\_\_ ARBA#\_\_\_\_\_

Date\_\_\_\_\_