

Hotot Rabbit Breeders International

By-Laws

ARTICLE I

MEETINGS

- Section 1: The annual meeting of the Hotot Rabbit Breeders International shall be held, with the approval of the Executive Committee and the American Rabbit Breeders Association, Inc. (ARBA) during the ARBA Annual Convention. As many sessions may be scheduled as are necessary to transact the annual business.
- Section 2: The President shall call a special meeting of the membership upon being petitioned by not less than one half (1/2) of the members in good standing. The petition must be signed by each of the petitioners and must state the business to be transacted. During the special meeting, no business shall be transacted except that which has been petitioned. The petition must be made in duplicate and sent to both the President and the Secretary-Treasurer by certified mail.
The President may also call a special meeting of the membership at any time as long as the membership has been notified at least thirty days in advance through the newsletter. During the special meeting, no business shall be transacted except what has been presented in the official announcement.
- Section 3: The President may call a special meeting of the Board of Directors at any time during the annual meeting or a special meeting of the Board may be called during the annual general meeting when petitioned by one half (1/2) the officers, or one fourth (1/4) of the members. At such special meeting no business may be transacted except that stated in the petition.
- Section 4: At all annual meetings of the organization, the order of business shall be:
1. Call to order
 2. Roll call of officers
 3. Reading of the minutes of the previous meeting
 4. Report of officers
 5. Report of committees
 6. Unfinished business
 7. New business
 8. Good of the order
 9. Adjournment
- Section 5: The Executive Committee shall meet quarterly. Meetings shall occur the first weekend of February, May, August, and November, or as close as possible to these dates. Recognizing that members reside in various regions, and travel to meet in person may be difficult, internet chat or teleconference calls must be provided for all meetings unless all Executive Committee members are able to attend the meeting in person.
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ARTICLE II

DUES

Section 1: Individual members, except youth members, shall pay a fee of ten dollars (US\$10.00) per annum. Youth members under the age of nineteen (19) years shall pay a fee of five dollars (US\$5.00) per annum. Youth members shall be entitled the privileges of full membership, but may not exercise the right to vote unless they have reached the minimum voting age of fifteen (15) years old. Combination membership, i.e. husband and wife provided by membership applications are made at the same time for fourteen dollars (US\$14.00) per annum. Family membership provided by membership applications are made at the same time for fourteen dollars (US\$14.00+ \$2.00 each child) per annum.

Members may have an option of paying for-3 year membership at the following rates:

Individual \$25.00;

Youth \$12.00;

Husband and Wife \$35.00.

No other combinations shall be available. All said fees for membership shall accompany membership application. In addition to membership fees an annual service charge of eight dollars (US\$8.00) shall be paid by all members in countries other than the United States, Canada and Mexico. All memberships and service charges shall be paid in United States funds, to be remitted with membership or renewal application.

Section 2: Upon expiration of dues, providing renewal has not been received, the Secretary-Treasurer shall at once notify the delinquent member, and those not submitting the required fee within 30 days shall be dropped from the membership file. Renewals received within 60 days after expiration shall be backdated to previous membership expiration date upon the late payment of one dollar (\$1.00) plus renewal fee. Membership renewals paid after the 60-day grace period shall be considered as new members.

Section 3: Any member of this organization in good standing may organize a local or State Blanc de Hotot Specialty Club, composed of breeders in his/her area, for the purpose of expanding the popularity of the Blanc de Hotot rabbit. Officers of any such organization shall consist of a President, Vice-President, Secretary, Treasurer and three or more Directors. Application for approval of such Blanc de Hotot Specialty Club shall be made in writing to the Secretary-Treasurer of this organization, accompanied by a list of all officers and members, along with a copy of the group's constitution and by-laws.

Officers of Blanc de Hotot Specialties organized within the United States, Canada, and Mexico must be members of the ARBA and Hotot Rabbit Breeders International. Rules and regulations not so listed herein, but set down by ARBA shall apply in said applications.

ARTICLE III

ELECTION VOTING PROCEDURE

- Section 1: If specifically permitted by the articles of incorporation or bylaws, whenever proposals or directors or officers are to be elected by members, the vote may be taken by mail or by electronic transmission if the name of each candidate and the text of each proposal to be voted upon are set forth in a record accompanying or contained in the notice. If the bylaws provide, an election may be conducted by electronic transmission if the corporation has designated an address, location, or system to which the ballot may be electronically transmitted and the ballot is electronically transmitted to the designated address, location, or system, in an executed electronically transmitted record. Members voting by mail or electronic transmission are present for all purposes of quorum, count of votes, and percentages of total voting power present.
- Section 2: Any member in good standing of the Hotot Rabbit Breeders International, wishing to become a candidate for any elective office of this organization, shall write the Secretary for a nominating petition. The nominating petition shall carry the members name and the office s/he decides to be a candidate for and shall carry the signatures of five (5) members in good standing of the Hotot Rabbit Breeders International. When the petition is filed before August 1st, with the Secretary, the Secretary shall then place the member's name who appears on the petition on the election ballot. The Secretary shall then mail or transmit by email the election ballots to each member in good standing.
- Section 3: Candidates for President and Vice-President shall be elected from the general membership.
- Section 4: Candidates for President must have raised Hotot and been a member of this organization for a minimum of two (2) years prior to running for the office.
- Section 5: The election ballots shall be returned to the Election Committee Chair. The ballots shall be counted within (30) days after closing the polls. The Election Committee shall advise the Secretary as to the findings and the highest for each office shall be declared duly elected. When the ballots are counted, they shall be retained in this organization's paper and/or online file for three (3) years.
- Section 6: The Chairman of the Election Committee may not be nominated for an elective office.
- Section 7: The Election Committee shall be composed of a Chairman and two (2) helpers all of whom must be members in good standing of this club.
- Section 8: In the event of *ex aequo* results, the President shall make a tie-breaking decision with approval by majority vote of the Executive Committee.

ARTICLE IV

DEPARTMENTS & COMMITTEES

- Section 1: The President, with Executive Committee approval, shall appoint all chairmen and members for standing Departments and Committees, as authorized herein. The term of each Department and Committee shall be for a period of one year. The President shall have the authority, with just cause, to make such replacements as are considered in the best interest of the organization.
- Section 2: Each Department and Committee shall submit data and information on the work being

carried out at regular intervals, not less than quarterly to the President and Secretary-Treasurer, and shall submit a written report to be read in the January issue of the newsletter.

- Section 3: The Advertising, Publicity, and Promotional Department shall consist of a chairman and two (2) members. Of these three, one shall be chosen from the Executive Committee. They shall carry out a promotional and advertising program designed to accrue new members and encourage renewals. It shall be the department's duties to place advertising in various rabbit and pet journals, in accordance with funds so allotted by the Board of Directors. They shall keep an accurate record of all advertising response, and shall have the authority to revise or drop any advertising considered to be unproductive. The Department shall plan, prepare and issue all promotional booklets, guide books, and other material required for membership solicitation as directed an/or approved by the Board of Directors. They shall see that the Blanc de Hotot rabbit is kept in the news, by writing and/or soliciting articles for various rabbit and pet journals, both in the United States and abroad. A complete record with all such material is to be sent to the Secretary each quarter, along with proof or tear sheets of said advertisements and/or articles. This Department shall design, originate and obtain all membership insignias and other material, subject to approval of the Board of Directors.
- Section 4: The Foreign Relations Committee shall consist of a chairman and two (2) committee members. Of these, at least one shall be chosen from the Executive Committee. It shall be the primary duty of this committee to keep in constant touch with various organizations and breeders abroad. This committee shall work closely with all committees and departments, seeking universal standard for the Hotot rabbit, reporting on various shows, granting token awards in the name of the organization, seeking awards for shows in the name of the organization, and encouraging breeders to support foreign shows and vice versa. The committee shall solicit articles for this organization's official publication, and secure foreign members.
- Section 5: The Election Committee shall consist of a chairman and two (2) committee members, all residing in separate households within commuting distance of each other. The Chairman shall receive ballots and ten days after closing of polls shall call the committee together. Election ballots shall not be opened until all committee members are assembled, then the envelopes shall be opened, counted and results tabulated. When the count is complete, the tabulation shall be signed by each committee member, sealed and either personally delivered or sent certified mail to the Secretary within five (5) days after count is completed. After publication of results, ballots are to be dated and sealed and placed in the organizations files.
- Section 6: The Standards Committee shall consist of a chairman and four (4) committee members. When possible the President shall appoint at least one Judge and/or Registrar to serve on the committee. They shall maintain a continuous study of the official standards. The committee shall furnish a detailed interpretation of the standards and their application. They shall consider and propose change in the existing standards. A majority vote of the committee shall be required for adoption of any change, and said change(s) must be approved by two thirds (2/3) majority vote from the general membership. The standards shall not be revised more often than every five (5) years, in the years divisible by five. It shall be the duty of this committee to secure foreign Hotot standards and to work for universal standard adoption.

- Section 7: The Constitution and Resolutions Committee shall consist of a chairman and two (2) committee members. They shall maintain a continuous study of the Constitution and By-laws for the purpose of furnishing interpretations when requested. They shall offer improvements and/or clarifications in the form of modifications. They shall offer amendments for the improvement or clarification in the prescribed manner. They shall furnish a current copy of the Constitution and By-laws to the ARBA each time changes are made. Resolutions shall be handled through this committee. They shall review all Resolutions received, coordinating same and furnish the Board their opinions. The membership shall not be bound by any recommendation for adoption or rejection; however, the committee's recommendations shall be published and/or read to the membership prior to voting. All resolutions must be in the hands of the Secretary-Treasurer of this organization at least 60 days prior to the annual general meeting. Resolutions may also be voted upon by national ballot.
- Section 8: Special Committees that are considered by the President and/or by the Board of Directors may be appointed by the President for a specific purpose. Said committee shall be discharged after completion of the assignment.

ARTICLE V

DISCIPLINE

- Section 1: Charges of misconduct may be filed by any member against another member. They must be in writing and filed with the Secretary-Treasurer along with a \$10 fee.
- Section 2: Any member against whom charges have been filed shall be furnished a complete statement of the charges by the Secretary-Treasurer and shall be allowed 30 days to file a reply.
- Section 3: The charges, together with the reply if any has been received, shall be furnished to each member of the Executive Committee for his/her consideration. The Executive Committee may, by two thirds majority vote, suspend, or expel the member. Less than two thirds majority shall constitute acquittal of charges.
- Section 4: Any member suspended shall not be eligible for reinstatement within one year of the date of suspension. Any member expelled shall not be eligible for membership in this organization at any time.
- Section 5: If acquittal of charges has been reached, filer shall not be reimbursed his/her fee. If member is suspended or expelled, fee to be returned to complainant.

ARTICLE VI

SANCTIONING SHOWS & SWEEPSTAKE POINTS

- Section 1: Any member in good standing may sanction Hotot at an ARBA sanctioned show by paying a fee of five dollars (US\$5.00).
- Section 2: To sanction a show the member must complete a Show Sanction Request form, which can be obtained either from the Secretary-Treasurer or downloaded from this organization's website, and return the form to the Secretary-Treasurer along with the appropriate fees.

- Section 3: Upon receipt of the completed Show Sanction Request form, the Secretary-Treasurer will issue Sanction number(s), and forward the number(s) to the show secretary listed on the Show Sanction Request form.
- Section 4: Upon receipt of the show report, the Secretary-Treasurer will compile a listing of points for each member attending the show. The points are to be tabulated quarterly and the standings of all members in both Open and Youth sweepstakes series are to be posted on the organization's website, and published in the organization's newsletter.
The Sweepstakes year shall coincide with the ARBA Conventions. The adult and youth Sweepstakes winners are to be awarded a certificate and/or a commemorative plaque.
- Section 5: No club can sponsor a Hotot Rabbit Breeders International sanctioned show unless their show is sanctioned by the American Rabbit Breeders Association with a code number.
- Section 6: To qualify for Sweepstake points, the exhibitor must be a member of Hotot Rabbit Breeders International or join during the show. Application for membership must be sent to the Secretary-Treasurer of Hotot Rabbit Breeders International along with membership fee and show report.
- Section 7: Sweepstake points to be computed as follows: six (6) times number in the class for 1st. Four (4) times number in the class for 2nd. Three (3) times number in the class for 3rd. Two (2) times number in the class for 4th. One (1) times number in the class for 5th. (Pre-Juniors classes not to count). Best of Breed shall receive one (1) point times number in breed (Pre-Juniors excluded) and Best Opposite Sex shall receive one half (1/2) point times number in breed (Pre-Juniors excluded). In the event a Blanc de Hotot wins Best in Show or Reserve in Show award one half (1/2) point will be given times number of rabbits in show.
- Section 8: Sweepstakes series to run from July 1st of current year and continue through June 30th of the following year in order that winners of Sweepstake Contest may be announced and awards presented at the ARBA Convention each year
- Section 9: Points to be computed on actual number of rabbits that are judged and not on number of rabbits that are entered.

ARTICLE VII

BLANC DE HOTOT NATIONAL SHOW

- Section 1: The National Blanc de Hotot show must be sanctioned with American Rabbit Breeders Association and Hotot Rabbit Breeders International
- Section 2: All bids for the Blanc de Hotot National Show shall be submitted to the Secretary-Treasurer by July 1st two (2) years in advance. The Secretary-Treasurer shall submit all bids to the Executive Committee for their consideration. The President is responsible of securing a minimum of two (2) bids before the Executive Committee can vote, and shall proceed with the vote even if the deadline for submission of bids has passed. The Executive Committee shall make all decisions in granting the National Show. Their decision shall be announced two years in advance at the annual general membership meeting and published in the October issue of the newsletter.
- Section 3: It is the responsibility of the Executive Committee to endeavor to select bids from

alternate areas every year in order to reach a maximum number of members.

- Section 4: All bids should include the following information:
- (a) Name of the sponsoring club or member
 - (b) All names of the sponsoring club officers or members
 - (c) Tentative date for the show
 - (d) Location of the show
 - (e) Cooping arrangements
 - (f) Lodging, banquet and transportation facilities
 - (g) Listing of Judges for the Specialty show and all other shows, for both open and youth, if different
 - (h) Any change in judges for the Specialty Show must be approved by the Executive Committee as requested by those in attendance at the National Show
 - (i) Entry fees for Specialty show and all other shows
 - (j) Bids shall be furnished on two 8 ½" x 11" pages only by mail or email to the Secretary-Treasurer.
 - (k) There must be a minimum of three signatures of HRBI members willing to work together as a committee to support the bid and plan and manage the show.
- Section 5: Hotot Rabbit Breeders International accepts no responsibility in the payment of any specials guaranteed by the sponsoring club, nor will it be obligated for any debts incurred by the sponsoring club or member.
- Section 6: No other Blanc de Hotot Sanctioned Shows may be held at any other location closer than 1,000 miles to the awarded National Show during the weekend of the Blanc de Hotot National except those held in conjunction with the Blanc de Hotot National Show by the sponsoring club or member. No other Blanc de Hotot Specialty Show shall be held during that weekend, unless they are in conjunction with the Blanc de Hotot National.
- Section 7: The Blanc de Hotot National Show must be held at least three (3) months before or after the ARBA Convention

ARTICLE VIII

AMENDMENTS

- Section 1: These By-laws may be amended by submitting a proposed resolution in writing, signed by ten percent (10%) of membership or more members in good standing to the Secretary. Emails may be considered as a signature, if the owner of the account specifically states that is their wish.
- Section 2: If specifically permitted by the articles of incorporation or bylaws, whenever proposals or directors or officers are to be elected by members, the vote may be taken by mail or by electronic transmission if the name of each candidate and the text of each proposal to be voted upon are set forth in a record accompanying or contained in the notice. If the bylaws provide, an election may be conducted by electronic transmission if the corporation has designated an address, location, or system to which the ballot may be electronically transmitted and the ballot is electronically transmitted to the designated address, location, or system, in an executed electronically transmitted record.

Members voting by mail or electronic transmission are present for all purposes of quorum, count of votes, and percentages of total voting power present.

- Section 3: The Secretary shall submit the proposed resolution to the Constitution and Resolution Committee for their written opinion of the legality and general effect on the organization which, if unfavorable shall be published. The Secretary shall submit a copy of the proposed resolution, together with a proper ballot to each member in good standing; all ballots shall be mailed or electronically transmitted within thirty (30) days after receipt of opinion from the Constitution and Resolution Committee.
- Section 4: All resolutions are to be confined to one subject. Not more than thirty (30) days shall be allowed for the return of ballots to the Secretary. A majority of ballots received shall be required for passage of any proposed change.
- Section 5: The By-laws may also be amended by a two thirds (2/3) majority vote of all members present at a General Meeting, provided all members have been notified thirty (30) days prior to such meeting of the proposed amendments and that there are at least twenty-five percent (25%) of the membership present at the meeting.
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