

Hotot Rabbit Breeders International

Constitution

ARTICLE I

NAME

This organization shall hereafter be known as the Hotot Rabbit Breeders International and shall be registered as an incorporated body in accordance with prevailing laws pertaining to such matter as funds of the organization permit.

ARTICLE II

OBJECTS

- Section 1: To promote and encourage the breeding of the Blanc de Hotot rabbit.
 - Section 2: To collectively assist in the government of the Blanc de Hotot rabbit.
 - Section 3: To encourage and educate prospective Blanc de Hotot breeders.
 - Section 4: To advance and protect the interests of the members of this organization.
 - Section 5: To provide a reliable information center, as well as to collect and disseminate data to members.
 - Section 6: To encourage the exhibition of the Blanc de Hotot and to insist upon uniform application of existing standards.
 - Section 7: To assist the disposition of stock to reliable breeders whenever possible.
 - Section 8: To promote the Blanc de Hotot's advantages for food, fur, and fancy.
 - Section 9: To recommend and insist upon fair dealings by this organization's membership.
 - Section 10: To place the Blanc de Hotot rabbit before the public for their admiration and approval.
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ARTICLE III

AFFILIATION

- Section 1: This organization shall be affiliated with the American Rabbit Breeders Association, Inc.
 - Section 2: Any Local or State Specialty Hotot group whose policies are in accord with those of this organization may be granted a letter of approval by this organization, subject to the approval of the executive Committee for charter in the American Rabbit Breeders association, Inc. Approval requests must be accompanied by the group's constitution and by-laws, a roster of the organization's officers and membership.
 - Section 3: All officers of affiliated groups must be members of the American Rabbit Breeders Association, Inc. (ARBA), and members of this organization before approval will be granted.
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ARTICLE IV

MEMBERS

- Section 1: All members in this organization shall be active members.
- Section 2: Any person of good character and reputation may become an active member in good standing. Application shall be made in writing to the Secretary-Treasurer, and must be accompanied by one or more year's membership fee.

ARTICLE V

OFFICERS

- Section 1: No officer or director of this corporation shall be personally liable for its debts or obligations of the corporation of any nature whatsoever, nor shall any of the property or assets of the officers or directors be subject to the payment of the debts or obligations of this corporation.
- Section 2: The officers of this Association shall be: President, Vice-President, Secretary and/or Treasurer, and a minimum of three (3) U.S. Regional Directors and a maximum of six (6) total Directors, one of which shall be an International Director. These officers shall constitute the Executive Committee.
- Section 3: It shall be the duty of the Executive Committee to make such effort to adhere to the policy of having equal representation first and foremost throughout the United States, but not excluding international countries that would like to participate.
- Section 4: The President, Vice-President and Directors shall be elected by national membership ballot.
- Section 5: The office of Secretary and/or Treasurer shall be elected by two thirds (2/3) majority vote of the Executive Committee.
- Section 6: The President, Vice-President, Secretary and/or Treasurer, and International Director will be a term of two-years. The President and the International Director shall be elected on even years, to start the term of office January 1st the following immediate odd year. The Vice-President and Secretary and/or Treasurer shall be elected on odd years, to start the term of office January 1st the following immediate even year. The initial terms of U.S. Regional Directors will be staggered in one, two and three year terms, respectively. All U.S. Regional Director elections thereafter will continue with staggered three year terms to keep up the one-third regional rotation. No person shall be elected and appointed in the same term.
- Section 7: Vacancies in offices during the term shall be filled by appointment from the President, with approval by majority vote of the Executive Committee. All appointed officers shall complete the term of office of their predecessor, unless another officer has been voted for through early elections, in which case, the latter shall take office immediately.
- Section 8: Certain positions shall be fulfilled on a voluntary basis by appointment from the

President, with approval by majority vote of the Executive Committee. These shall include, but are not limited to, the Sanctions and Sweepstakes Secretary, Youth Liaison, Committee Chairs, Newsletter Editor, and Webmaster. The Executive Committee may include these appointed positions as part of the Organization's governing body if a description of their responsibilities and authority are included in the Organization's Constitution. These appointees have the right to attend and participate at all meetings of the Executive Committee, except when the Executive Committee enters executive session, but shall have no voting powers.

DUTIES OF OFFICERS

- Section 1: Failure to perform the duties as required by the Constitution and By-laws and by the Executive Committee may constitute grounds for removal.
- Section 2: The **President** shall preside at all meetings of this organization and act as Chairman of the Executive Committee. S/He shall appoint all committees in accordance with this Constitution and By-laws or special committees when necessary. S/He shall perform other duties as that usually pertain to the office, shall have other powers as may be conferred upon him/her by the Executive Committee. S/He shall be an *ex-officio* member of the Executive Committee and all other Committees. Under exceptional circumstances, the President may call an early election, with approval by majority vote of the Executive Committee.
- Section 3: The duties of the **Vice-President** shall be the same as those of the President in case of the absence or disability of the President.
- Section 4: The **Secretary and/or Treasurer** shall devote sufficient time and attention to the correspondence of the organization and any other duties as directed by the President or Executive Committee, and shall be the custodian of all property of this organization. S/He shall notify all members of meetings, keep accurate record of all minutes, memberships, and notify members of expiration of dues. The Secretary and/or Treasurer shall keep a complete up-to-date membership list, including current addresses. The Secretary and/or Treasurer shall make quarterly reports to the Executive Committee. A yearly report shall be presented to the general membership in a manner that all may hear or read, and ideally on or before the Annual General Meeting of this organization. When directed by the President and Executive Committee, the Secretary and/or Treasurer shall furnish bond in the amount and as called for, expense of same to be borne by the organization. The Secretary and/or Treasurer shall receive and keep appropriate records as approved by the Executive Committee, of all the monies received in the name of the organization and shall maintain a bank account in said name. All expenditures are to bear the Secretary and/or Treasurer's signature. The Secretary and/or Treasurer may pay normal operating expenses without prior Executive Committee approval. Normal operating expenses shall include but are not limited to shows, website, postage; fewer than two hundred fifty dollars (\$250). All other expenditures will require Executive Committee approval. The Secretary and Treasurer duties can be done by the same person.
- Section 5: The **Board of Directors and Officers** shall constitute the Executive Committee, who will have full charge of this organization's business transactions. They shall authorize

all special expenditures of money; pass on all special matters found to be desirable, but not in conflict with this instrument. They shall have the executive power to make all contracts in the name of the organization, shall offer and supervise all business matters of this organization.

- Section 6: The **Sanctions and Sweepstakes Secretary** shall be responsible for the issuing of sanctions, and keeping a tally of all sweepstakes points, and show results. The Sweepstakes Secretary shall receive and keep appropriate deposit records of any Sanction monies collected for the Corporation and furnish an annual report of all said monies. The Sanctions and Sweepstakes Secretary shall be a second signatory for the club's bank account. The Sanctions and Sweepstakes Secretary shall have no Executive Committee voting powers.
- Section 7: The **Youth Liaison** will keep an up-to-date list of youth members. S/He will represent the voice of youth members and empower youth involvement in the activities of the membership and the Blanc de Hotot breed. The Youth Liaison shall have no Executive Committee voting powers.
- Section 8: **Committee Chair(s)** shall submit data and information on the work being carried out at regular intervals, no less than bi-annually to the President and Secretary and/or Treasurer, and shall submit a written report to be read in the January issue of the HRBI newsletter. The Committee Chair(s) shall have no Executive Committee voting powers, unless S/He is a Director or Officer of the Executive Committee.

COMPENSATION OF OFFICERS

- Section 1: All expenses of the organization shall be paid from and in the name of the organization first, and in no case shall allocation of expenses or allowances be made to any member or officer without prior approval of the Executive Committee.
- Section 2: The Secretary-Treasurer shall receive twenty percent (20%) commission on all monies received by this organization, except monies received for sanctions and donations.
- Section 3: The Secretary-Treasurer shall be paid fifty dollars (US\$50.00) as expense monies for attendance of the Annual General Meeting of this organization, provided s/he attends.
- Section 4: The Secretary-Treasurer's salary shall be computed monthly and paid once quarterly the last day of March, June, September and December.
- Section 5: No compensation to any officer of this organization will be allowed without majority Executive Committee approval first.

ARTICLE VI

AMENDMENTS

- Section 1: The Constitution may be amended by submitting a proposal resolution in writing, signed by ten percent (10%) of current membership (or more) 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 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.
- Section 5: Not more than thirty (30) days shall be allowed for the return of the ballots to the Secretary. A majority of ballots received shall be required for passage of any proposed change.
- Section 6: This Constitution 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 days prior to such meeting of the proposed amendments and at least twenty- five percent (25%) of current membership are present in addition to any or all officers.
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