

# Constitution and BYLAWS of the Canadian Working Belgian Shepherd Association

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# ARTICLE I : NAME, COLORS, PROFIT STATUS AND BUDGET

## SECTION 1. NAME

- a. The name of this association shall be “Canadian Working Belgian Shepherd Association”.
- b. The proper abbreviation of this name shall be "CWBSA."

## SECTION 2. COLORS

- a. The colors of the association shall be red, white, and black.

## SECTION 3. PROFIT STATUS AND BUDGET

- a. The Canadian Working Belgian Shepherd Association is and shall be conducted as a non-profit organization.
- b. No member may derive any income from the association. Persons who, in the course of official duties or in service to the association, incur expenses may apply to the Treasurer for reimbursement of these expenses.
- c. The Executive Board shall be responsible for a budget and its approval. This budget shall categorize and include all projected income and expenses for CWBSA for a minimum of one year from the date of submission. The Treasurer is directed to pay all budgeted expenses as approved by the Board of Directors. After determining that the monies are available, the President shall have the power to direct payment of expenses of up to two hundred dollars (\$200.00) over existing budget limitations per category per year. No additional expenses shall be incurred unless full justification is submitted to and formally approved by the Executive Board of Directors.
- d. The fiscal year of CWBSA shall begin on January 1 of each year and end on Dec 31 of the following year.

# ARTICLE II : OBJECTIVES

The objectives of this association shall be to preserve the Belgian Shepherd Dog in accordance with the Breed Standard as a working dog.

Activities shall:

1. Promote IGP (International Utility Dog trial regulations) training for the working dog, to promote humane training methods for the working dog, and to support responsible dog ownership and breeding practices.
2. Develop, qualify, and license local clubs in the Canada and its possessions so that they may conduct IGP trials and tracking tests for the FH degree (Faehrtenhundpruefung).
3. Develop, as decided by the Board of Directors, any other tests to insure the further development and maintenance of the Belgian Shepherd Dog as a working dog, and to encourage local clubs to implement these tests.
4. Promote training of working dogs among the youth.
5. Support the use of working dogs for search and rescue work, police work, customs and border patrol work, guide dog work, scenting work and in other ways for which working dogs are utilized.
6. Produce a vehicle of communication to promote the objectives of the association.
7. Conduct annually a National championship and/or selection trials and/or implement a point system to select a team to represent Canada at the FMBB

## ARTICLE III : PERFORMANCE REGULATIONS

1. The performance regulations for all CWBSA working evaluations shall be decided by the Board of Directors yet shall be based upon international standards. Any changes from the currently accepted trial regulations require approval of the Board of Directors.
2. Only judges licensed by CWDF, CWBSA, GSSCC, AWMA, USCA, DVG, and/or other FMBB, AWDF and FCI member organizations that have been approved by the Board shall preside over events sanctioned by CWBSA.

## ARTICLE IV: INDIVIDUAL MEMBERSHIP

### SECTION 1. TYPES OF MEMBERSHIP

This association shall be composed of three (3) types of individual memberships.

#### a. Full Membership

Full members shall be provided with an official membership card and shall receive a subscription (if applicable) to the association's official publication. If the member is also a member of a local club he/she shall be eligible for election by his/her club as its Delegate to CWBSA. A person so elected shall be a member of the General Board of Directors. Full members shall be eligible for special awards and privileges as established by the Board of Directors. A full member need not be a resident of Canada.

#### b. Family Membership

A family membership shall recognize two (2) persons in a family as individual full members of CWBSA with all rights and privileges as described in part "a" above. This membership shall issue each person a separate membership card. It shall include one (1) subscription to the association's magazine (if applicable). The dues for a family membership shall be one and one-half (1.5) times the dues for a full membership.

#### c. Honorary Membership

From time to time, as the association deems appropriate, a person or persons may be offered honorary membership. This is intended to honor a person or persons for an achievement or for a service to the association. Honorary members shall be given a special membership card and shall receive a subscription to the official publication. Honorary members shall have all rights and privileges of membership, but shall not vote or hold office.

### SECTION 2. RULES FOR INDIVIDUAL MEMBERSHIPS

#### a. Annual dues

The General Board of Directors shall establish the amount of dues for all types of membership. Honorary members shall be exempt from annual dues. Dues shall be honored for one (1) year from the date of origin, and payable on January 1. If dues are received from a prospective member at a time less than six (6) months before the annual due date, then the dues for that period are half (1/2) the amount established.

#### b. Non-payment of dues

One (1) month before the expiration date of his membership, each member shall be so notified by CWBSA. Any member whose dues are not paid by the expiration date shall be subject to the assessment of late fees for renewal. Should an additional reasonable grace period elapse without payment of dues and any late fees, the member shall have his membership canceled. Such cancellation shall result in loss of all rights and privileges of membership. The Executive Board shall have the authority to set reasonable late fees and grace periods for the purpose of this part.

#### c. Resignation

Any member of CWBSA may resign from the association at any time and shall be deleted from the membership list. Resignations must be submitted to the Board of Directors in writing. All dues are non-refundable.

#### d. Transfer of membership

Memberships are not transferable and shall terminate automatically on the death of the member.

### SECTION 3. DISCIPLINE

#### a. Charges

Any full member or club may prefer charges against any other member for conduct prejudicial to the interests of CWBSA. The allegations must be submitted in writing and must be sworn to before a Notary Public. The charge(s) shall be forwarded to the CWBSA Secretary with a deposit of one hundred dollars (\$100.00) for each charge. The deposit shall be forfeited for each charge which is not sustained or determined not to be relevant.

b. The Secretary shall send copies of said charges by certified mail to each member of the Board of Directors within thirty (30) days after receipt.

c. The Secretary shall send one (1) copy of the charges to the accused member by certified mail not more than thirty (30) days after receipt.

d. The accused may answer charges in writing to the Secretary within thirty (30) days of receipt. The accused may also provide testimony from witnesses. The Secretary shall forward copies of any answer and/or any testimony to all members of the Board of Inquiry by certified mail within thirty (30) days of receiving same. If no answer is received, the Secretary shall so inform the Board of Inquiry after thirty (30) days. The Board of Inquiry must act within sixty (60) days of receiving the answer to the charges or the notification that no answer was forthcoming.

e. Within the thirty (30) days after the Board of Inquiry receives the charges, the Board of Inquiry shall make a determination about the relevancy of the charges and if they shall be considered by the Board of Inquiry. If not relevant, the accuser shall be notified by the Secretary within thirty (30) days of the Board's decision.

f. To be heard, charges must be filed within one (1) year of the date of the alleged misconduct. The Board of Inquiry shall, by majority vote, sustain or not sustain the charge(s).

g. Charges which solely concern business deals between CWBSA members shall not be heard.

h. The Board of Inquiry shall recommend, if the charges are sustained, an appropriate disciplinary action which may or may not be imposed by the Executive Board of Directors.

i. No member who has been suspended or expelled by CWBSA may participate in any activities sponsored by the association, or in activities sponsored by any of its clubs, for the duration of the suspension or permanently if expelled.

j. Disciplinary action taken by a local club against a member or members is an internal affair of the club and does not affect a person's membership in CWBSA. Such local disciplinary actions need not be recognized or honored by other local clubs.

k. If the charges fail to be heard by the Board of Inquiry within the time frame specified by Section 3, d + e as provided in these bylaws, all money deposited with CWBSA by the member filing charges will be refunded and a full report will be made to the Executive Board of Directors.

l. The President and Secretary of the organization may file charges on behalf of CWBSA without the required filing fee to prefer charges against any individual member (s).

## ARTICLE V: MEMBERSHIP OF CLUBS

### SECTION 1. CLUB MEMBERSHIP

A member club is licensed by CWBSA to conduct IGP Trials, and other events sanctioned by CWBSA. If in good standing a member club may send a voting Delegate to the meeting of The General Board.

A local club may become affiliated and maintain affiliation with CWBSA provided that the club:

- a) Consists of at least 2 Belgian Shepherds actively training, and belonging to 2 different club members, members of the CWBSA.
- b) Consists of not fewer than three (3) CWBSA members, only two (2) of which may be part of any family membership.
- c) Adopts a set of by-laws and provides CWBSA with a copy. These by-laws shall state that the club is and shall be conducted as a non-profit organization and the by-laws shall include: "The objectives of this association shall include the preservation of the Belgian Shepherd in accordance with the Breed Standard as a working dog, to promote humane training methods for the working dog, and to support responsible dog ownership and breeding practices".
- d) Pays to CWBSA an annual membership fee, the amount of which will be determined by the General Board of Directors of CWBSA.
- e) Supplies to the CWBSA Board of Directors, at the time of application, a list of names and addresses of all club members.
- f) Submits a statement signed by two (2) club officers guaranteeing observance of the CWBSA Constitution and Bylaws and ordinances.
- g) Is recommended by a member of the Executive Board and approved by the Executive Board of Directors.
- h) Holds at least one (1) CWBSA sanctioned event (not-for-profit/only for the benefit of the club) each calendar year beginning January 1 of the year after the year in which the club is granted full member status. The Executive Board of Directors shall approve any waiver of this requirement.

## SECTION 2. RELATIONSHIP BETWEEN CWBSA AND LOCAL CLUBS

- a. All local clubs within CWBSA shall be classified as IGP training clubs for working Belgian Shepherds, and open to other breeds for the purposes of training and trialing at the discretion of the club. CWBSA supports sportsmanlike competition between all working breeds.
- b. In the event of conflict between the provisions of the CWBSA Constitution and Bylaws and/or rules and the bylaws and/or rules of local clubs, the provision(s) of the CWBSA Constitution and Bylaws and/or rules shall prevail.
- c. Individual members of the club may be members of other organizations.
- d. Each member club is responsible for ensuring the good standing of its individual members in CWBSA.
- e. Each member club in good standing shall remit annual dues in the amount specified by the General Board by January 1. If a new club joins after June 1, their dues on January 1 of the following year are half (1/2) the amount established.
- f. Failure to maintain membership, remit annual dues, or otherwise comply with member club requirements may result in a club being reduced to affiliate status upon action by the Executive Board. The Executive Board shall have the authority to set a reasonable grace period and late fees for clubs that fail to pay club dues by January 1.

## SECTION 3. DISCIPLINE

### a. Charges

Any member of CWBSA may prefer charges against any CWBSA club for violating CWBSA regulations or for conduct which is prejudicial to the interests of CWBSA. The allegations must be submitted in writing and must be sworn to before a Notary Public. The charges shall be forwarded to the CWBSA Secretary with a deposit of one hundred dollars (\$100.00) for each charge. The deposit shall be forfeited for each charge which is not sustained.

b. The Secretary shall send copies of said charges by certified mail to each member of the Board of Directors within thirty (30) days after receipt. The Board of Inquiry shall act upon said charges within sixty (60) days after receipt of same and the answer thereto.

c. The Secretary shall also send one (1) copy of the charges to the accused club in care of contact person of record listed in CWBSA communication vehicle (i.e., magazine, newsletter and/or website) by certified mail not more than thirty (30) days after receipt.

d. The club may answer charges in writing to the Secretary within thirty (30) days of receipt, and may also provide testimony from witnesses. The Secretary shall forward copies of any answer and/or any testimony to all members of the Board of Inquiry by certified mail within thirty (30) days of receiving same. If no answer is received, the Secretary shall so inform the Board of Inquiry after thirty (30) days. The Board of Inquiry must act within sixty (60) days of receiving the answer to the charges or the notification that no answer was forthcoming.

e. The Board of Inquiry shall make a determination about the relevancy of the charges and if they shall be considered by the Board of Inquiry. If not relevant, the accuser shall be notified by the Secretary within thirty (30) days of the Board's decision.

f. To be heard, charges must be filed within one (1) year of the date of the alleged misconduct or rule violation. The Board of Inquiry shall, by majority vote, sustain or not sustain the charge(s).

g. The Board of Inquiry shall recommend, if the charges are sustained, appropriate disciplinary action to the Executive Board.

h. If any charges against a club fail to be heard within the time frame specified by Section 3d as provided in these bylaws, all money deposited with CWBSA by those filing the charges will be refunded and a full report by the Board of Inquiry will be made to the Executive Board of Directors.

i. The President and Secretary of the organization may file charges on behalf of CWBSA without the required filing fee to prefer charges against clubs or delegates.

## SECTION 4. DISCIPLINE AGAINST CLUB NOT TO AFFECT INDIVIDUAL MEMBERSHIP

a. Disciplinary action taken against any CWBSA club, including expulsion of the club from CWBSA. Membership shall have no effect on the membership in CWBSA of those individuals who make up the club.

## ARTICLE VI: BOARDS OF DIRECTORS

There shall be two (2) Boards of Directors which govern the affairs of the Canadian Working Belgian Shepherd Association. When a reference in this constitution and bylaws is made to "The Board of Directors" it shall mean either Board unless otherwise specified.

### SECTION 1. THE GENERAL BOARD OF DIRECTORS

#### a. Definition

The General Board of Directors shall consist of Delegates elected from member clubs, CWBSA Officers and Directors at Large.

#### b. Duties

It shall be the duty of the General Board of Directors to conduct the affairs of the Canadian Working Belgian Shepherd Association. The General Board elects the Officers and standing committee members of CWBSA.

#### c. Meetings

(i) The General Board of Directors shall choose one (1) date per calendar year between the dates of October 1 and December 15 or at the time of the National Championship on which it shall conduct its annual meeting. Written notice shall be provided to all clubs and executive board members not less than thirty (30) days prior to the meeting unless notice of the meeting is published in the association's official publication not less than ninety (90) days prior to the meeting date.

(ii) A special meeting of the General Board of Directors shall be called if a petition is received by the CWBSA secretary signed by Delegates of a majority of the member clubs in good standing. Written notice of the special meeting shall be sent to all CWBSA clubs, Officers, Directors at Large and Regional Directors not less than thirty (30) days prior to the meeting date.

#### d. Quorum

In order for any business to be conducted a quorum must be present. A quorum shall be deemed to be present if 25% of all member clubs in good standing and at least three (3) CWBSA Officers are present. The formula: CWBSA Member clubs in good standing divided by four (4), rounded up, plus (3) CWBSA Officers shall be used to establish the number required for a quorum.

#### e. Delegates

Each member club may send one (1) voting delegate and one (1) alternate to the meetings of the General Board.

f. A Delegate to CWBSA shall be elected from the regular membership of each CWBSA club. A member club may also elect an Alternate Delegate. The Delegate shall be the club's representative of record for a period of one year beginning on the date of the annual meeting of the General Board of Directors. A club may replace its Delegate and/or Alternate as necessary or desired. The CWBSA Secretary must be notified immediately of the replacement.

g. Club delegates to the General Board Meeting shall be selected from the most recent membership list of each CWBSA club, submitted to the CWBSA Secretary no more than thirty (30) days before the General Board meeting. Not later than two (2) days prior to the annual meeting of the General Board of Directors the Secretary shall verify that a club is in good standing in order for its delegate to be seated. Each club shall elect a delegate and an alternate from their membership. The delegate and alternate must present a letter of such appointment signed by two club officers prior to admission at the General Board meeting. Electronic correspondence may suffice only if it is forwarded by an email address that is currently on record with the CWBSA Secretary as that of the President and any additional officer of said CWBSA club. The alternate may vote only in the case that the delegate is not present at the time a vote is called for. Clubs which are granted affiliated or full member status after the thirty (30) day deadline but before the meeting may send the membership list to the meeting with the club's Delegate. This list must be presented before the Delegate or Alternate will be seated.

h. Club fails to send Delegate

In the event a club does not send a Delegate to the General Board Meeting or, if the club fails to send a letter to the CWBSA Secretary identifying the club's Delegate the club shall be declared to be without representation on the General Board of Directors.

i. Voting at meetings

(i) The Delegate from each member club is entitled to cast one (1) vote on any given item of business.

(ii) Each member of the Executive Board shall have one (1) vote to cast on any given item of business.

(iii) No person may cast more than one vote on any given item of business. In other words, there is no proxy voting, and no individual can simultaneously represent more than one voting entity.

(iv) The alternate of any member club may vote only if he has been seated in place of the Delegate at the time a vote is taken.

(v) If neither the Delegate nor alternate of a club is present when a vote is taken, the club shall have no vote on that item of business.

## SECTION 2. THE EXECUTIVE BOARD OF DIRECTORS

a. Definition

The Executive Board of Directors shall consist of all CWBSA Officers and of either one or two representatives from the membership at large. To be eligible for election, each member of the Executive Board (whether at-large or as an officer) must have titled a dog to at least a title as defined in the *International Utility Dogs Regulations* of the FCI, other than the companion test (BH/BH-VT) and endurance test (AD/IAD).

b. The General Board of Directors shall elect from the list of full members of CWBSA one person, who is not an CWBSA officers, to be a members of the Executive Board of Directors. They shall be known as a Director at Large. They shall serve a two (2) year term and shall be elected in even numbered years. In the event that this results in an even number of members of the Executive Board, the Executive Board of Directors shall elect from the list of full members of CWBSA one additional director at large.

c. Meetings

(i) A meeting of the Executive Board may be called at any time by the President.

(ii) A meeting of the Executive Board shall be called by the CWBSA Secretary upon receipt of a petition signed by two-thirds (2/3) of the members of the Executive Board.

(iii) Executive Board members shall be given written notice at least thirty (30) days prior to any meeting.

(iv) A meeting of the Executive Board of Directors may be conducted via conference call.

(v) The business of the Executive Board may also be conducted by electronic means, including e-mail, provided that all members of the Executive Board have adequate opportunity to engage in discussion on any issue, and that voting is carried out securely and secretly until all members of the Executive Board have voted or a clear majority exists.

d. Duties

It shall be the duty of the Executive Board of Directors to conduct the affairs of CWBSA that do not require a vote by the General Board of Directors as specified in these constitution and bylaws. The Executive Board shall not have the authority to amend or repeal these constitution and bylaws.

e. All actions of the Board shall be reported as minutes. A printed copy of the minutes will be sent to any individual member of CWBSA at that member's request. The General Board of Directors may rescind or modify an action of the Executive Board. For the



purposes of this section, "minutes" of actions conducted by e-mail shall consist of a roll call voting record of the action. Discussion by the Executive Board need not become part of the official minutes unless specifically agreed to by a majority of the Executive Board.

#### f. Quorum

In order for the Executive Board of Directors to conduct any business, a quorum must be present. A majority of members of the Executive Board shall constitute a quorum.

#### g. Voting

(i) Only members of the Executive Board may vote at its meetings or on mail ballots.

(ii) No person may cast more than one (1) vote on any item of business.

(iii) In lieu of calling a special meeting, members of the Executive Board of Directors may be polled by mail ballot. Two (2) weeks shall be allowed for the return of ballots before closing the vote. Complete and factual information on the subject(s) to be voted on must be supplied with each ballot. Balloting by telephone is prohibited. The provisions of this part will be considered to be satisfied using e-mail provided that all members of the Executive Board have access to discussion on the subject(s) under consideration.

(iv) The results of the mail balloting shall be printed in publication/website by roll call. All votes of the Executive Board shall be by roll call unless they pertain to the approval of an application for a judge's license or for the selection of a judge for a national event.

## SECTION 3. PARLIAMENTARY AUTHORITY

The current edition of "Sturgis Standard Code of Parliamentary Procedures" shall govern this association in all parliamentary situations that are not covered in the law, or in these constitution and bylaws, or adopted rules. In case of a conflict between the provisions of these constitution and bylaws and the parliamentary provisions of "Sturgis" the provisions of these constitution and bylaws shall prevail.

# ARTICLE VII: OFFICERS OF THE ASSOCIATION

## SECTION 1. OFFICERS

The Officers of CWBSA are those people who handle the official affairs of the association. Officers shall have a vote on both Boards of Directors. The Officers of the association shall be:

- a. President
- b. Vice President
- c. Treasurer
- d. Secretary
- e. Membership Chairperson
- f. Director of Judges (pending CWDF judges program)

## SECTION 2. TERMS OF OFFICE

All elected Officers shall have a term of office not to exceed two (2) years.

## SECTION 3. DUTIES OF OFFICERS

### a. President

The President is the Chief Executive Officer and legal head of the association. The president exercises supervision over the association and all its activities. The President represents CWBSA in public, presides at business meetings, and has the authority to appoint committees. The President may sign letters and documents necessary to carry out the will of the association. The President serves as chairman of the Board of Directors and shall be an advisory member of all committees except the Board of Inquiry and the Nominating Committee.

### b. Vice President

The Vice President shall assume the duties of the President in case of his/her absence or incapacitation. The Vice President shall assume that office for the remainder of the term in the event the office is vacated for any reason.

### c. Treasurer

The Treasurer shall be responsible for collecting, accounting for and handling all funds of the association. The Treasurer shall insure that all funds are deposited in such financial institution as the Board of Directors may designate. He/she shall see that disbursements



therefrom are made as is necessary and proper to meet the just and due obligations of CWBSA. The Treasurer shall be bonded, and the cost of such bond shall be borne by the association. The Treasurer shall secure the services of a Certified Public Accountant to audit the accounts of CWBSA annually. This audit shall take place not more than ninety (90) days prior to the annual meeting of the General Board. The Treasurer shall present a financial report at every meeting of either Board of Directors, and at any other time as requested by the President or the Board of Directors. The Treasurer shall make all of his/her records available at the General Board meeting for review by any full member of CWBSA.

d. Secretary

The Secretary shall be responsible for taking and preparing accurate minutes of all meetings of the Board of Directors and shall maintain a complete file of the ordinances, bylaw revisions, resolutions and other official CWBSA action. The secretary shall maintain a file of committees and the members thereof. The Secretary shall record all terms of office and inform the General Board when elections are due. During the meeting of the General Board, it shall be his/her duty to insure that only those persons with proper credentials be seated. The Secretary shall insure that only persons authorized to vote are allowed to vote and shall perform other duties as prescribed by the Board.

e. Membership Chairperson

The Membership Chairperson shall be the chairman of the Membership Committee. He/she shall be responsible for maintaining accurate records of the general membership of the CWBSA, and insure that the annual dues are submitted to the Treasurer. Further, the Membership Chairperson shall be responsible for informing the general membership of upcoming membership renewals. The Membership Chair shall also maintain records as required for clubs in affiliate and full member standing.

f. Director of Judges

The Director of Judges shall be the chair of the Judges Committee, and shall be a fully licensed CWBSA judge in good standing.

## SECTION 4. OFFICERS SHALL PERFORM DUTIES

Officers shall perform the duties prescribed by these constitution and bylaws and by the parliamentary authority adopted by CWBSA.

## SECTION 5. NOMINATION AND ELECTION OF OFFICERS

a. Nominations

Candidates for officer positions may be nominated:

- (i) By the Nominating Committee. The Nominating Committee shall make known its selections for Officers, Directors at Large and standing committee members at the General Board of Directors meeting.
- (ii) From the floor. After the Nominating Committee has delivered its nominations and report, nominations will be accepted from the floor. Only members of the General Board may make nominations. All nominations must be seconded. Nominees for Officers, Directors at Large and standing committees must be present at the meeting of the General Board of Directors or must have furnished the Secretary with a written statement of agreement to be a candidate.
- (iii) Candidates not nominated. One need not be nominated to receive votes for office. "Write in" balloting is permitted.

b. Eligibility

To be eligible for election, a nominee or write in candidate must be a full member of CWBSA. He/she may not be under twenty-one (21) years of age. He/she may not be under current disciplinary action.

c. Election of Officers

- (i) The General Board of Directors shall elect Officers and Directors at Large at every meeting which takes place in an even numbered year.
- (ii) The voting shall be by secret ballot only.
- (iii) A Ballot Counting Committee shall be appointed by the President. It shall determine the legality of the ballots cast, tabulate the results and give them to the President who shall announce the results of the election.
- (iv) A majority of votes of General Board members present is required to elect. Repeat balloting is required if no candidate receives the necessary majority. On reballoting, the candidate receiving the least votes would be dropped.
- (v) Newly elected Officers, members of the Executive Board, and standing committees shall be seated at the conclusion of old business except the Regional Directors who would be seated immediately upon their election.
- (vi) There is no limit to the number of consecutive terms a person may hold office.

## SECTION 6. VACANCIES

- a. If the office of Vice President, Treasurer, Secretary, Chairperson or Director of Judges should be vacated for any reason, or if the incumbent becomes incapacitated and cannot or is unwilling to perform the duties of office, the Executive Board shall elect a replacement. For the purposes of these bylaws incapacitation shall mean illness or death.
- b. Nominations for the vacant office must be submitted to the Secretary. The Secretary shall conduct the balloting of the Executive Board. The Vice President shall conduct the balloting if the Secretary's office is vacant.
- c. The newly elected Officer shall hold office until the next General Board meeting. At that time he/she can either be ratified or replaced.

## ARTICLE VIII : COMMITTEES

The President shall have the right to appoint committees as he/she deems necessary, but may not appoint a committee to perform a function which is given to an officer or standing committee by these constitution and bylaws. The right to appoint a committee brings with it the right to appoint the chairman of the committee.

Either Board of Directors shall have the authority to create special committees as deemed necessary. Such a committee shall be dissolved when the task assigned to it is completed. Election to a special committee shall be as determined by the creating authority.

## ARTICLE IX : AMENDMENTS

- a. These constitution and bylaws may be amended only by the General Board of Directors. Any change, addition, or deletion to this Constitution or these By Laws requires a two thirds (2/3) vote but no fewer than that equal to a minimal quorum for conducting business.
- b. Amendments to these constitution and bylaws may only be considered when written notice of the intent to introduce changes to an article has been communicated to each member club and CWBSA Officer not less than thirty (30) days prior to the vote of the General Board of Directors. The proposed changes must be specified. If amendments to specific articles of this Constitution and By Laws are proposed in compliance with this provision, further amendments may be made from the floor of the General Board of Directors meeting for that respective article.
- c. A special process for amendments of these bylaws can be conducted by email between General Board meetings.

## ARTICLE X: DISSOLUTION

- a. The Canadian Working Belgian Shepherd Association may be dissolved at any time by the written consent of two-thirds (2/3) of the members of the General Board of Directors. The motion to dissolve shall require the same vote as described in Article XI for a bylaw amendment.
- b. Dissolution may only be considered at a meeting of the General Board of Directors. A special meeting for this purpose shall be called if the Secretary receives a written request for such a meeting from a majority of CWBSA member clubs.
- c. Dissolution may only be considered if written notice of the intent to dissolve is sent to all member clubs, Regional Directors, and CWBSA Officers, not less than thirty (30) days prior to the special meeting called for this purpose.
- d. If the association is dissolved, all just debts and liabilities of the association shall be paid. After payment of all debts and liabilities of the association, its assets and properties shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for dog training purposes.

Latest amendments done by e-voting on October 1, 2019: Removal of Article V, section 2, i):

~~If composed of more than six dogs that are being trained at the club, and has a greater number of non-Belgian Shepherds of a specific breed than Belgian Shepherds, must join the Canadian Working Dog Federation (CWDF) member breed club for that breed (CWDF member clubs are listed at <http://cwdf.ca/member-clubs>).~~