

CONSTITUTION OF THE HOLLAND LOP RABBIT SPECIALTY CLUB, INC

ARTICLE I

Name

Section 1. The name of this Organization shall be known as the Holland Lop Rabbit Specialty Club, Inc. (HLRSC); hereinafter may be referred to as the "Club".

ARTICLE II

Object

Section 1. The object of this Club shall be to encourage, promote, and improve the breeding of Holland Lop Rabbits by adhering to the American Rabbit Breeders Association, Incorporated (ARBA) Standard of Perfection, encouraging exhibitions, and offering services to its members' to advance and protect the interests of the public as well as those of the breeders by the dissemination of authentic and reliable information; and to advocate the use of the pedigreed stock and the registration system offered by the American Rabbit Breeders Association, Incorporated. The Club shall be a nonprofit organization.

ARTICLE III

Affiliations

Section 1. This Club shall be affiliated with the American Rabbit Breeders Association, Incorporated.

Section 2. New Affiliation - Any local, state, regional, or zone Holland Lop Specialty Club whose organization is in accord with that of this Club may affiliate by submitting an application of affiliation and an affiliation fee, to be determined by the Board of Directors, to the HLRSC Secretary. The names and addresses of the affiliation club's officers, and members, along with a copy of the club's Constitution and By-laws must accompany the application. All officers of the affiliating club are encouraged to be current members of the HLRSC. Any changes in officers during the year must be reported to the HLRSC Secretary.

Section 3. Renewal Affiliation - All affiliation applications must be renewed yearly prior to March 1st of the new year, by submitting an affiliation renewal

application, any updated Constitutions and By-Laws, and a renewal fee, to be determined by the Board of Directors, to the HLRSC Secretary. The names and addresses of the affiliation club's officers and members, along with a copy of the club's constitution and by-laws must accompany the renewal application. All officers of the affiliating club are encouraged to be current members of the HLRSC. Any changes in officers during the year must be reported to the HLRSC Secretary.

ARTICLE IV

Membership

Section 1. Any person of good character and reputation who is in accord with the objectives of this club may become a member. A signed membership application form along with the payment of at least one (1) year's membership dues, shall be submitted to the Secretary. The term of membership will begin from the date of receipt of application, said date of receipt will be postmark date if mailed, or date of receipt if electronically purchased.

Section 2. Membership shall be acknowledged by the issuance of a Club membership card, a copy of the current Club Constitution and By-Laws, and other Club literature that may be available, digital files of the same may be used if available.

Section 3. The Executive Board reserves the right to accept or reject, for just cause, any application for membership or renewal.

Section 4. All members, except youth members, shall have the right to vote in person at annual or special meetings of the HLRSC.

Section 5. Affiliated clubs shall not have voting rights. Members may not vote by proxy. All members, except youth members, shall have the right to vote by mail or electronically for election of officers or any other matters submitted by the Board of Directors for vote. No youth member shall be eligible to sign petitions for elective offices or proposed amendments to the HLRSC Constitution and By-Laws.

ARTICLE V

Authority

Section 1. The HLRSC shall have the authority to establish such rules and regulations and adopt such regulations as may be necessary for the governing of its members.

Section 2. To require members to obey its mandates in all matters pertaining to the rules and regulations of the HLRSC and to inflict such penalties as it may deem necessary.

Section 3. Roberts Rules of Order shall be considered the final authority of this Club on all questions not specifically covered by the Constitution and By-Laws.

ARTICLE VI

Officers

Section 1. The officers of this Club shall consist of a President, Vice President, Secretary, Treasurer, and nine (9) Directors. These thirteen (13) officers shall constitute the Board of Directors. The President, Vice President, Secretary, and Treasurer shall constitute the Executive Board. Each Director shall be elected by the membership from his/her geographical area, which shall consist of the following states or countries:

Zone 1 – Alaska, Idaho, Montana, Oregon, Washington, Wyoming, and Western Canada which includes: Alberta, British Columbia, Northwest Territories, Saskatchewan, and Yukon.

Zone 2 – Arizona, California, Hawaii, Nevada, Utah, and Mexico.

Zone 3 – Iowa, Minnesota, Nebraska, North Dakota, South Dakota, and Wisconsin.

Zone 4 – Arkansas, Colorado, New Mexico, Oklahoma, and Texas.

Zone 5 – Illinois, Kansas, and Missouri.

Zone 6 – Alabama, Florida, Georgia, Louisiana, Mississippi, Tennessee, and Puerto Rico.

Zone 7 – Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont, and Eastern Canada which includes: New Brunswick, Newfoundland & Labrador, Nova Scotia, Prince Edward Island, and Quebec.

Zone 8 – Indiana, Kentucky, Ohio, Michigan, and Central Canada which includes: Manitoba, Nunavut, and Ontario.

Zone 9 – Delaware, District of Columbia, Maryland, New Jersey, North Carolina, Pennsylvania, South Carolina, Virginia, West Virginia, and any foreign country not designated in any other zone.

Section 2. President, Vice President, and nine (9) Directors shall be elected from and by the voting membership by mail or electronic ballot. The Treasurer & Secretary shall be appointed by the Executive Board. Any voting member to be eligible for any office must be an owner/breeder of Holland Lop rabbits. The same member may not hold more than one (1) position on the Executive Board. No members of the Executive Board may live in the same household.

Section 3. The term of office for all officers shall be two (2) years, with the exception being no other candidates showing interest, at which time the standing officer will be offered the position. The President and five (5) directors, one each from Zones 1,3,5,7, and 9 shall be elected on odd years. The Vice President and four (4) directors, one each from Zones 2,4,6, and 8 shall be elected on even years. The Treasurer will be appointed by the Incoming Executive Board on odd years. In the event of an opening in the Secretary or Treasurer position, they will be appointed by the Executive Board the year the vacancy occurs. The appointment of the Treasurer & Secretary will be reviewed at the Annual Executive Board meeting or at the Board's discretion.

Section 4. The terms of office of those elected shall begin immediately at the end of the close of the annual ARBA Convention.

Section 5. Vacancies in any office shall be filled by appointment by the President, subject to the approval of the Board of Directors. A board member failing to report his/her vote to the President within thirty (30) days shall, by his/her silence, forfeit his/her vote. The outcome will be determined by actual votes cast.

Section 6. All officers shall not hold the same office for more than three (3) consecutive terms, with the exception of the Secretary and Treasurer.

Section 7. Any officer who becomes delinquent in making payment of membership dues shall be notified by the Secretary by Certified Mail, return receipt requested, signed only by the addressee. If the officer fails to renew within 30 days, the President shall be notified, and the office held by the officer shall be declared vacant.

Section 8. If an officer shall give up the breeding of Holland Lop rabbits during his/her term, s/he shall voluntarily resign office. If s/he fails to do

so, the Board of Directors, by a majority vote, shall declare the office vacant.

Section 9. If a director moves his/her residence to a geographical area other than or outside of the one s/he was elected to represent, s/he shall voluntarily resign office. If s/he fails to do so, the Board of Directors, by a majority vote, shall declare the office vacant.

ARTICLE VII

Duties Of Officers

Section 1. President – The President shall preside at all meetings of this Club; shall act the Chairperson of the Executive Board with full power and prerogatives; shall appoint all committees; shall call special meetings of the Club, of the Board of Directors, or of the Executive Board in accordance with the Constitution and By-Laws and perform other duties as usually pertain to the office. The President shall have such other powers as may be conferred by the Executive Board or the Board of Directors at any meeting of such Board. The President shall be an ex-officio member of all committees. The President shall be a member of the Executive Board and Board of Directors.

Section 2. Vice President – The duties of the Vice President shall be the same as those of the President, in the event of the absence or disability of the President. The Vice President shall be a member of the Executive Board and Board of Directors.

Section 3. Secretary – The Secretary shall devote sufficient time and attention to the duties of the office, and to such other duties as the President and Board of Directors shall direct, as shall be required to carry out such duties. The Secretary shall collect and keep account of all monies due the Club, which monies shall be in the United States funds, pay such accounts as are named herein, and make reports to the Board of Directors. The Secretary shall be bonded in favor of the Club in an amount to be set by the Board of Directors, said sum to be not less than \$25,000, in a company approved by the Board of Directors. Failure to furnish satisfactory bond within thirty (30) days following appointment shall automatically disqualify the Secretary from office. The cost of the Secretary's bond is to be paid by the Club.

The Secretary shall be a member of the Executive Board and Board of Directors. The Secretary shall be Chairperson of the Constitution & By-Laws and Guidelines Committee, a member of the Budget Committee and

Guidebook Committee. The Secretary shall not be a member of the Auditing Committee. The Secretary shall direct the Treasurer to pay all bills as authorized by the Board of Directors.

The Secretary shall make reports to the Treasurer by the 10th of each month of all transactions during the preceding month and shall turn over to the Treasurer all monies of the Club as shown by such report. The Secretary shall be the custodian of all property of the Club.

The Secretary shall receive and act upon all applications for membership and shall notify all members electronically or by mail of impending expiration at least thirty (30) days prior to the actual membership expiration date. The Secretary shall notify members of all general membership meetings, either electronically, by publication, or individual notices. The Secretary shall keep an accurate record of all meetings; shall act promptly on all correspondence directed to the office; and consult the Board of Directors on such matters of policy as s/he deems advisable. The Secretary shall keep a complete and up-to-date membership list, including current addresses, and shall make a quarterly report as to the number of members to the Board of Directors.

With the approval of the Board of Directors, the Secretary shall order all forms and printed matter necessary to conduct the business of this office, maintain an acceptable set of books, submit quarterly financial reports to the Board of Directors and an annual report to the membership at each Club meeting for the fiscal year ending September 30.

The Secretary shall, within thirty (30) days following each annual or special meetings of the Club, inform the members of the Club of all changes in the regulations of the Club.

Section 4. Treasurer – The Treasurer shall be custodian of all funds, maintain a bank account in the name of the Club, accept and keep a record of all monies turned over to this office by the Secretary, and Sweeps Chair at the end of each month and of other income derived from any source. S/He shall pay outstanding accounts other than those authorized, in writing, by the President or Secretary. The Treasurer shall be bonded in favor of the Club in an amount set by the Board of Directors, said sum to be not less than \$25,000, in a company approved by the Board of Directors. Failure to furnish satisfactory bond within thirty (30) days following appointment shall automatically disqualify the Treasurer from office. The cost of the Treasurer's bond is to be paid by the Club. The Treasurer shall make quarterly financial reports to the Board of Directors and an annual report for

each fiscal year ending September 30, to the membership at the annual Club meeting. Treasurer reports shall be published in the Hollander.

The Treasurer shall be a member of the Executive Board and Board of Directors. The Treasurer shall be the Chairperson of the Budget Committee. The Treasurer shall not be a member of the Auditing Committee.

Section 5. Directors – Directors shall serve as members of the Board of Directors, in concert with the Executive Board, shall have the power to transact all Club business between meetings, act upon charges brought before them, formulate rules, regulations, and policies of the HLRSC.

The Board of Directors shall award the locations of the HLRSC National Show.

Directors shall attend all Board Meetings or notify the President in advance if unavailable.

Directors shall make quarterly reports in the Hollander to the membership.

ARTICLE VIII

Meetings

Section 1. The Annual Meeting shall be held during the Annual Convention and Show of the American Rabbit Breeders Association, Inc.

Section 2. The Board of Directors shall hold a meeting prior to the Annual meeting, provided a quorum is present. Seven (7) members of the Board of Directors shall constitute a quorum.

Section 3. A special meeting of the Board of Directors can be called by the President as often as deemed necessary, providing the entire Board of Directors have been notified in writing or electronically at least ten (10) days in advance of said meeting.

Section 4. A special meeting of the Board of Directors can be called upon by petition of nine (9) officers or a group of fifty (50) adult due paying members. At said meeting, only business stated in the petition may be transacted.

ARTICLE IX

Amendments

Section 1. The Constitution may be amended by a two-thirds (2/3) majority of votes cast by electronic or mail ballot of the entire membership. All members are to be notified by publication or electronically, thirty (30) days prior to the closing of the polls or the proposed amendment and furnished a ballot.

Revised -February 7, 2024