

**Georgia Silver Fox Rabbit Breeders (GSFRB)  
Regional Silver Fox Club  
Constitution & By Laws**

**ARTICLE I — NAME**

**Section 1.** The name of this organization shall be Georgia Silver Fox Rabbit Breeders (GSFRB).

**ARTICLE II — PURPOSE**

**Section 1.** To promote, encourage, and improve the breeding and exhibition of the Silver Fox Rabbit according to the Standard of Perfection accepted by the American Rabbit Breeders Association, specifically within the Southeastern United States.

**Section 2.** To publicize and distribute information about the Silver Fox Rabbit.

**Section 3.** This club shall be a non-profit organization.

**ARTICLE III — AFFILIATION**

**Section 1.** The club shall be chartered with the American Rabbit Breeders Association, Inc and run as a regional specialty club for the Silver Fox breed.

**ARTICLE IV — MEMBERSHIP**

**Section 1.** Membership in this organization shall be open to all persons interested in the Silver Fox Rabbit residing within the following states: Georgia, Alabama, Florida, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, and Virginia.

**Section 2.** Application for membership shall be made in writing to the Secretary accompanied by the membership dues.

**Section 3.** Membership shall commence from the date of application and shall be acknowledged by a receipt or membership card by the Secretary. All members over the age of 16 are entitled to vote.

**Section 4.** A member whose dues are more than thirty (30) days delinquent shall be dropped from the roster.

**Section 5.** Membership in the GSFRB may be denied for just cause by a two-thirds (2/3) majority vote and consent of the Executive Board, pursuant to an investigation and discussion of the application.

**Section 6.** A lifetime membership may be awarded by the Board of Directors to any member for outstanding service to the club. These individuals shall be entitled to all membership privileges. All future dues are waived for lifetime memberships.

**ARTICLE V — MEETINGS**

**Section 1.** This club shall hold an Annual Meeting (General Membership Meeting) at one (1) of the bi-annual specialty shows held each year.

**Section 2.** Notice of the time and place for holding such meetings shall be published electronically via websites and email and/or sent by mail to members at least thirty (30) days prior to the date of the meeting.

**Section 3.** A quorum for an official GSFRB General Membership Meeting shall consist of at least two (2) Board of Director Members and five members in good standing. If no Officers are able to attend they shall give authority to preside at the meeting to a Director in attendance. If no quorum is present the Presiding Officer shall adjourn the meeting to the day and hour of his/her designation.

**Section 4.** Draft Minutes of General Membership Meetings shall be published electronically following the meeting to give the general membership time to review and add input if necessary. After thirty (30) days Final Approved Minutes will be published electronically on the GSFRB website/Facebook page. Copies of approved General Membership Meeting Minutes will be provided at the following year Annual Meeting.

**Section 5.** The President shall call a Special Membership Meeting of the GSFRB when so requested, in writing, by at least fifty percent (50% ) of the members in good standing. At any special meeting there shall be considered only the special business for with the special meeting was called. Notice shall be communicated to all members in the manner defined above at least thirty (30) days before such meeting. Minutes of Special Meetings shall be as defined for General Membership Meetings.

**Section 6.** The Board of Directors shall hold at least two (2) regular meetings per calendar year. Meetings shall be at such dates, times, and places, as the Board shall determine. Meetings may be conducted in person or via electronic format or teleconference provided all members have access to one or all methods of communication. Additional Board communication may include mail, email, fax, or other methods that may become available provided all members have access to one or all methods of communication. Minutes shall be sent to all Board Members via mail or email prior to the next meeting and shall be posted at the GSFRB website and Facebook page after Board approval.

**Section 7.** A quorum for Board of Directors Meetings shall consist of at least four (4) Board Members in attendance including at least one (1) Officer.

**Section 8.** Special Meetings may be called by the President or at the request of at least two (2) Board members by notice communicated, via mail, email or telephone, to each member of the Board not less than forty-eight (48) hours before such meeting. Minutes of Special Meetings shall be as defined for regular meetings.

**Section 9.** Any action required or permitted to be taken at a meeting of the Board of Directors or of any committee may be taken without a meeting if all members of the Board or committee consent in writing to taking the action without a meeting and to approving the action. Such consents shall have the same force and effect as a unanimous vote of the Board or of the committee as the case may be.

## **ARTICLE VI — OFFICERS**

**Section 1.** All Officers and Directors of this club must be members in good standing of the American Rabbit Breeders Association (ARBA), and of the National Silver Fox Rabbit Club (NSFRC). Failure to renew such memberships shall automatically vacate the office.

**Section 2.** The Board of Directors of this club shall consist of: a President, Vice President, a Secretary, a Treasurer (or the combined office of Secretary-Treasurer) and at least three Directors. These shall constitute the Executive Board.

**Section 3.** The Board of Directors shall be elected for two year terms. The President, Secretary (or Secretary-Treasurer), and at least two (2) Directors shall be elected in even years and the Vice President, Treasurer, and at least one (1) Director shall be elected in odd years. Terms of Officers and Directors shall commence at the close of the ARBA National Convention.

**Section 4.** Officers shall be elected from and by the membership via mail ballot.

**Section 5.** An Officer who is remiss and/or negligent in his/her duties, or shows a serious lack of interest in club matters shall be reviewed in the same manner as consistent with Article IX —Discipline, in the By-Laws.

**Section 6.** Vacancies in any office shall be filled by appointment of the President, subject to a simple majority of Board approval.

## **ARTICLE VII—AMENDMENTS**

**Section 1.** Amendments to this Constitution may be proposed by any member in good standing or by majority vote of the Executive Board. The proposal shall be reviewed by the Constitution Committee for inconsistencies or conflicts with the American Rabbit Breeders Association or the Constitution & By-Laws of the GSFRB. If none be found, the proposal shall be presented to the membership for a vote.

**Section 2.** The entire membership shall be polled via mail ballot. A two-thirds (2/3) majority of ballots received shall constitute acceptance of the proposed amendment, which shall become effective immediately upon passage.

## **BYLAWS**

### **ARTICLE I — DUES**

**Section 1.** Membership categories shall consist of:

- Individual Adult — New/renewal annual payment and 3-year advance payment
- Individual Youth (through age 18 years) — New/renewal annual payment and 3-year advance payment
- Husband/wife or two party — New/renewal annual payment and 3-year advance payment
- Additional member residing in same household — New/renewal annual payment and 3-year advance payment.

**Section 2.** The Board of Directors may adjust the amount of annual dues to be paid in each membership category for the following calendar year by a vote of not less than two-thirds (2/3) majority when a quorum is present.

**Section 3.** The Board of Directors may waive membership dues requirements and/or offer special categories or promotions as it sees fit on a case-by-case basis.

**Section 4.** If renewal dues have not been received by the Secretary in the thirty (30) days grace period after expiration date, the member shall be removed from the club roster and no sweepstakes points will be counted. Sweepstakes points will resume tabulation upon payment of dues.

### **ARTICLE II — ELECTIONS**

**Section 1.** The Election Committee shall send out to the entire membership, a call for petitions of office on June 1<sup>st</sup>. Petitions for office shall be returned to the Election Committee Chair postmarked no later than July 1<sup>st</sup>. Petitions for office may be submitted via mail or electronic mail.

**Section 2.** Petitioner(s) for offices of President, Vice President, and Secretary / Secretary-Treasurer must have been a continuous member of the GSFRB for one (1) year previous to petition. Petitioners for office of Director must have been a continuous member of the NSFRC for six (6) months previous to petition.

All petitioners must be over the age of 18 years old and a member, in good standing with the GSFRB, NSFRC, and the ARBA at the time of petition.

**Section 3.** On July 15<sup>th</sup>, or as soon after petitions have been received, an official ballot will be issued to all members in good standing. Official ballots will be issued by mail OR electronic mail for those club members who elect to receive electronic correspondence.

**Section 4.** Only official ballots will be accepted, either via mail or electronic mail. Official ballots shall have no other information or markings other than the names of candidates, and an area to indicate selection for office; the name and address of the Election Committee Chair for ballot return; and the club title. Polls closure shall be postmarked no later than August 31<sup>st</sup>.

**Section 5.** The Election Committee shall not be candidates for office. They shall count ballots and report the results by signed statement to the Secretary no later than September 30<sup>th</sup>.

**Section 6.** Candidates receiving the largest number of votes shall be declared elected. If any candidate is running unopposed, they shall be declared elected and no votes need be rendered.

**Section 7.** In the event of a tie vote the Board of Directors shall vote by secret ballot, with the President casting a vote to break a tie.

**Section 8.** The Election Committee Chair shall notify the results to the entire membership and shall file the ballots for one (1) year.

### **ARTICLE III — DUTIES OF OFFICERS**

**Section 1.** The President shall preside at meetings of the GSFRB and the Executive Board. He/she shall appoint committees, fill all vacancies in office, call special meetings as deemed necessary for the good of the club, and perform such duties as pertain to the office subject to approval by the Board.

**Section 2.** The Vice President shall perform all duties of the President in his/her absence or inability to act. He/she shall automatically succeed to the office of President upon vacancy of said office. He/she shall perform any such duties as directed by the Board of Directors or the President.

**Section 3.** The Secretary, shall receive and act upon membership applications in a timely manner. Notify all members of meetings and elections. Keep an accurate record of minutes at all meetings. Such minutes shall be sent to all Board Members via mail or email and shall be posted at the official GSFRB website. The Secretary shall act promptly on all correspondence directed to his/her office, and shall consult the Board of Directors on such matters. Secretary will submit an annual report of the condition of the club, consult and advise the Board of Directors of all matters of policy he/she deems unusual or advisable. The secretarial records may be reviewed annually upon notification by the President or through the President by the majority of the Executive Board. He/she shall perform any such duties as directed by the Board of Directors or the President.

**Section 4.** The Treasurer, shall be the custodian of all property and funds of this organization. He/she shall make purchases, pay all justified debts, and transact all business as authorized by the Executive Board. He/she shall see that the annual charter fee is promptly paid to the American Rabbit Breeders Association by January 1st of each year. Submit a written report at each regular meeting of the Board of Directors. Submit all financial records to the Auditing Committee. He/she shall perform any such duties as directed by the Board of Directors or the President. The Secretary and Treasurer positions may be combined into one Secretary-Treasurer office if the club so desires, see Section 5.

**Section 5.** The Secretary-Treasurer, as Treasurer, shall be the custodian of all property and funds of this organization. He/she shall make purchases, pay all justified debts, and transact all business as authorized by the Executive Board. He/she shall see that the annual charter fee is promptly paid to the

American Rabbit Breeders Association by January 1st of each year. Maintain an accurate set of books covering income and expenditures. Submit a written report at each regular meeting of the Board of Directors. Submit all financial records to the Auditing Committee. He/she shall assume duties of both the Secretary as stated in Section 3, and the Treasurer as stated in Section 4, and perform any such duties as directed by the Board of Directors or the President.

**Section 6.** The Board of Directors shall carry out the decisions voted by the club membership, and transact such business as necessary for the welfare of the club. Each Director shall be responsible for answering all correspondence addressed to him/her in a timely manner and shall consult to the Board of Directors on such matters. Each Officer and Director shall regularly submit articles and reports for the GSFRB Newsletter. The Board of Directors shall authorize expenditures, not exceeding the assets of the GSFRB. The Board of Directors shall make decisions as may pertain to the improvement of the GSFRB. All transactions by the Board of Directors must have a simple majority approval, except where noted differently.

#### **ARTICLE IV — COMMITTEES**

**Section 1.** Standing Committees of the GSFRB shall be: Constitution Committee, Auditing Committee, Election Committee, and Show Committee. The President will appoint Standing Committees subject to the approval by simple majority of the Board of Directors. The term of all Standing Committee Chairs and members shall be one (1) year and shall be the same as the GSFRB Board of Directors term year.

**Section 2.** The Constitution Committee shall consist of at least 2 (two) members in good standing of the GSFRB. This committee shall review any proposed amendments received per Article X of the GSFRB Bylaws.

**Section 3.** The Auditing Committee shall only convene at the request of either the President OR the Executive Board, in the event that there is a discrepancy or question regarding the funds of the club. The Auditing Committee shall consist of three (3) members, one selected by the President, one elected by the Executive Board, and one elected by the members of GSFRB. Their duty shall be to make an audit as it is requested or required of the Treasurer books and make a report to the Board of Directors. The Auditing Committee may recommend, if deemed advisable after examination, that the books be audited by a certified public accountant. The cost of such audit shall be paid for by the GSFRB. When the end of year audit and end of term audit are within three (3) months of each other only one (1) audit shall be done.

**Section 4.** The Election Committee shall consist of two (2) members. The Election Committee shall prepare, distribute, receive, and count the ballots, tabulate and certify the results of any and all elections to the Board of Directors. No member of the Election Committee shall be eligible for election to any office while they are a member of the Election Committee.

**Section 5.** The Show Committee shall consist of three (3) members. The Show Committee shall work to secure bids for the bi-annual GSFRB specialty shows. The committee will purchase awards with the approval of the Board of Directors for the annual show. They shall appoint a Show Secretary to keep track of paperwork, table write, and make sure all rabbits arrive at table in a timely manner on show days. Members and responsibilities of the show committee include:

Show Superintendent/Chairperson – Will oversee the bi-annual shows, be a liaison with the host club, assign duties/responsibilities to others, make sure other chairs are completing their tasks in a timely manner. Will also, in conjunction with the Show Secretary, determine the cost of entry fees, keeping in mind that the fees collected should cover the costs of expenses. Will report to the GSFRB Board of Directors regarding these matters.

Show Secretary – Will coordinate with the GSFRB Secretary to make sure that necessary sanctions are applied for. Will, in conjunction with the show superintendent, determine the cost of entry fees. Will determine entry deadlines, accept entries, provide the needed paperwork for the show to run smoothly and efficiently, and provide the necessary results to the sanctioning clubs in the required time frame. Will return results and legs to the exhibitor within the required time frame.

Special Event Coordinator – Will plan a special event for Saturday evenings during the weekends of the bi-annual GSFRB shows, and coordinate a host motel for club members. May also provide info for additional motels/campgrounds, etc. Should also coordinate and plan the club meetings as held during the weekend of the bi-annual shows, in conjunction with the Executive Board of Directors.

**Section 6.** The Board of Directors may form committees and commissions to carry out the work of the Organization. The Board of Directors shall determine the charge and duration of each committee or commission. The President will appoint Committees subject to the approval by simple majority of the Board of Directors. All members reviewed and appointed for any Committee must be a member in good standing of the GSFRB. The Chairperson for each Committee shall have been a member in good standing of the GSFRB for a period of one (1) year.

## **ARTICLE V — SWEEPSTAKES POINTS AND EXHIBITION VARIETIES**

**Section 1.** Sweepstakes points shall be kept track of and calculated from January 1<sup>st</sup> through December 31<sup>st</sup> of each year, with awards given for the highest amount of points accrued in each of the following categories:

- Most Specialty Points
- Most Rabbits Shown
- Most Shows Attended
- Highest Pointed Black

**Section 2.** ‘Exhibition varieties’ are blue and chocolate. Both of these colors have a current COD with the ARBA and therefore can accrue points within the GSFRB in the same manner that blacks do. There will also be year-end awards for the following:

- Highest Pointed Blue
- Highest Pointed Chocolate

**Section 3.** Year-end sweepstakes points will be calculated in the same manner as which the NSFRC calculates their sweepstakes points (see NSFRC website: [http://nsfrc.com/current\\_open\\_sweeps.php](http://nsfrc.com/current_open_sweeps.php))

## **ARTICLE VI — BI-ANNUAL GSFRB SHOW**

**Section 1.** The bi-annual GSFRB shows must be sanctioned with the ARBA and the NSFRC by the sponsoring club.

**Section 2.** Only two (2) shows will be held per show year, one in spring and one in fall.

**Section 3.** One (1) of the bi-annual shows will be held in Georgia in a central location of the GSFRB region, such as Perry, GA. One (1) bi-annual show should be held in a state OTHER than Georgia, if possible, depending on bid or vote by the Board of Directors.

**Section 4.** It is the responsibility of the Board of Directors to endeavor to select bids from sponsoring clubs within the GSFRB region.

**Section 5.** The GSFRB 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.

**Section 6.** No other GSFRB sanctioned show may be held during the weekend of the bi-annual shows except those held in conjunction with the bi-annual shows.

#### **ARTICLE VII — NEWSLETTER**

**Section 1.** The GSFRB newsletter shall be published thrice (3 times) per year; twice (2 times) within sixty (60) days of each bi-annual show, plus one (1) year-end newsletter summarizing awards and final points.

**Section 2.** The newsletter shall be published by the Secretary or an appointed and approved editor, the Secretary shall serve as the editor if they are the publisher.

**Section 3.** All decisions on what may be published shall be determined by the editor except as set forth in the constitution and bylaws.

**Section 4.** The deadline for submissions for publication shall be thirty (30) days prior to publishing, unless otherwise determined by the editor.

**Section 5.** GSFRB is not liable for anything published in the newsletter.

**Section 6.** Publication shall be by email and sent to the last address on record at the Secretary's office. It may also be published on the website and Facebook page. Any member wishing to have a paper copy sent via USPS shall pay for the cost of said mailing.

**Section 7.** Memberships that have expired (including the 30-day grace period) shall no longer receive the newsletter.

**Section 8.** Each Officer and Director is responsible for writing at least one (1) article for publication in the newsletter per year.

#### **ARTICLE VIII — WEBSITE**

**Section 1.** A Webmaster shall be appointed by the President and approved by the Board of Directors.

**Section 2.** No information may be placed on the website that is not available to all of the membership at the same time. All information published to the website must be approved by the Board of Directors.

**Section 3.** The newsletter may be posted to the website.

**Section 4.** No personal communications may be posted on the website.

**Section 5.** A member's listing shall be placed on the public view portion of the website.

#### **ARTICLE IX — DISCIPLINE**

**Section 1.** Any member against whom charges of misconduct have been filed shall be furnished a written statement of said charges and allowed a minimum of thirty (30) days to reply. The reply shall be sent to the Secretary who shall send a copy of the reply, along with the written charges to each of the Executive Board for review. Upon review by the Executive Board, a two-thirds (2/3) majority vote by the Board may elect to expel, suspend or reprimand said member against whom the charges were brought.

**Section 2.** If a member is an Officer and charges have been filed for negligence of duty, they shall be reviewed in the same manner as outlined in Section 1. If the Board elects to remove said Officer from office, the office shall be declared vacant.

**Section 3.** Any member who has been expelled must petition the Executive Board for re-admission.

#### **ARTICLE X — AMENDMENTS**

**Section 1.** Amendments to these By-Laws may be proposed by any member in good standing or the Executive Board.

**Section 2.** The proposal shall be reviewed by the Constitution Committee for inconsistencies or conflicts with the American Rabbit Breeders Association and/or the Constitution and By-Laws of the GSFRB. If one be found, the entire membership shall be given the opportunity to vote on the proposal by mail or electronic mail ballot. A two-thirds (2/3) majority of ballots received shall constitute acceptance. The proposal shall become effective immediately upon passage.

#### **ARTICLE XI — AUTHORITY**

**Section 1.** The Board of Directors shall have the authority to make such laws, establish such rules, including Standing Rules, and adopt such regulations and policies as may be necessary for the governing of its members including those not specifically covered in the Constitution and Bylaws.

**Section 2.** The current edition of Roberts Rules of Order Newly Revised shall be considered as the final authority for this Association on all questions not specifically covered by the Constitution and By-Laws.

#### **ARTICLE XII — FINANCIAL ADMINISTRATION**

**Section 1.** The fiscal year of the GSFRB shall be January 1<sup>st</sup> — December 31<sup>st</sup> but may be changed by resolution of the Board of Directors.

**Section 2.** The Board of Directors shall authorize all expenditures of the GSFRB. All payments of money issued in the name of the Board or the GSFRB shall be signed by an Officer of the Board or in a manner approved by the Board. All payments of money issued in the name of the Board or the GSFRB for an amount greater than One Thousand Dollars (\$1000.00) shall be signed by any two Officers of the Board.

**Section 3.** Expenses approved by the Board shall be reimbursed in a timely manner by the Treasurer upon submittal of a request for reimbursement and receipts documenting the expense. Whenever possible expenses shall be paid directly to the vendor by the Treasurer.

#### **ARTICLE XIII — DISSOLUTION**

**Section 1.** Should this club dissolve, the Board of Directors shall decide upon the disbursement of the club treasury and property existing at the time.