



CONSTITUTION & BYLAWS OF THE ALASKAN MALAMUTE CLUB OF CANADA

Updated: January 2025

CONSTITUTION

Name

Affiliation

Objectives

Area of Operation

Profits

Revision of Constitution

BY-LAWS

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CONSTITUTION

Section 1. NAME

The name of the club shall be "The Alaskan Malamute Club of Canada" hereinafter referred to as the Club.

Section 2. AFFILIATION

The Club shall work in cooperation with The Canadian Kennel Club and will affiliate itself with The Canadian Kennel Club and may further affiliate itself with other organizations devoted to the aims and objectives of the Club with any such affiliation to be approved by the Club in a Standing Resolution to be attached to the By-laws hereunder.

Section 3. OBJECTIVES

The objectives of the Club shall be the encouragement and development of purebred Alaskan Malamutes by:

- educating members and the public at large via distribution of accurate information about the breed;
- encouraging and promoting the breeding of purebred Alaskan Malamutes by doing all possible to bring their qualities to perfection;
- urging members and breeders to accept the Standard of the Breed as approved by The Canadian Kennel Club as the only standard of excellence by which the Alaskan Malamute shall be judged and working towards eliminating genetic defects as they become known to exist in the breed;
- encouraging responsible pet ownership and being available to provide assistance to pet owners;
- doing all in its power to protect and advance the interests of the Breed by encouraging and promoting sportsman-like competition at dog shows, sled dog trials and obedience trials;
- conducting sanctioned and approved events under the Rules of The Canadian Kennel Club and abiding by The Canadian Kennel Club Code of Ethics, and
- furthering the welfare of dogs generally and donating money or making other contributions to organizations or projects which have either directly or indirectly, the benefit and welfare of dogs as an objective.

Section 4. AREA OF OPERATION

The area of operation for the Club shall be the Provinces and Territories of Canada and all such surrounding areas as shall from time to time be affiliated therewith organizationally, but nothing written herein shall be deemed to delimit the area in which members may seek to achieve their purposes.

Section 5. PROFITS

The Club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Club shall inure to the benefit of any member or individual.

Section 6. REVISION OF CONSTITUTION

- Changes in this constitution may be made only after the proposed alterations have been published for debate by the membership, the published document to contain the entire Section, original and revision.
- Voting shall be by mail-in ballot, or electronically; proxies are not permitted. The favourable vote of two-thirds (2/3) of all eligible members shall be required to effect any changes.

BY-LAWS

ARTICLE I – MEMBERSHIP

Section 1. MEMBERSHIP YEAR

The membership year shall be coincidental with the Club's fiscal year, January 1st to December 31st.

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Section 2. ELIGIBILITY

- There shall be two types of membership:
- Provisional Membership: Open to all individuals who are interested in the Alaskan Malamute breed and wish to support the objectives of the Club. Provisional Members must remain in this category for a minimum of one year before applying for Full Membership.
- Full Membership: Available to individuals who have been a Provisional Member for at least one year and are able to provide a vouching reference from a current Full Member in good standing who has been a member for at least three consecutive years.

Section 3. DUES

- The annual dues for membership shall not be less than \$10.00 nor more than \$30.00, as determined by the Board of Directors, taking into account the financial needs of the Club.
- The dues for each additional membership in the same household shall be \$5.00.

Section 4. ADMISSION TO MEMBERSHIP

- Every application for membership, whether individual or household, must be made on an official AMCC form approved by the Board of Directors. The application will require the applicant to agree to abide by the Club's Constitution and By-laws, as well as the rules of the Canadian Kennel Club.
- Provisional Membership: Applicants must submit their application and pay the dues as prescribed for one year, without the need for a sponsor.
- Full Membership: To apply for Full Membership, a Provisional Member must:
 - Have been a Provisional Member for a minimum of one year.
 - Obtain a vouching reference from a Full Member who has been in good standing for at least three consecutive years.
 - Submit an updated application and pay the prescribed dues.
- Breeder Listing: To qualify for inclusion on the Breeder List, Full Members must have been in good standing for at least two consecutive years.

Section 5. RIGHTS OF MEMBERS

- Voting Rights: All regular members who have attained the age of nineteen (19) years shall have full voting privileges, with the exception of those members whose dues are not paid for the current year. All other benefits shall be closed to members not in good standing through non-payment of the current years dues except as provided in ARTICLE I, Section 8 (b). It is obligatory to have been a Full member in good standing for a period of at least six months prior to the date of the Call for Nominations in an election year, or the date noted on the ballot form in the case of all other voting requests.

- Newsletter: Each household shall receive one copy of the Club's bimonthly newsletter when published, during that households membership year.

Section 6. DUES NOTIFICATION

In the last two Newsletters of each year, the Membership Secretary shall send a form to each member with a statement of dues for the ensuing year, January 1st to December 31st. Any member whose dues remain unpaid after March 1st shall have his membership lapse (see ARTICLE I, Section 8 (b)). Postmark shall govern acceptance. Any dispute will be decided by the Board of Directors.

Section 7. CERTIFICATES AND INSIGNIA

All new members shall receive a copy of the Constitution and By-laws. All members shall receive a membership package upon acceptance of their application or upon renewal of their membership for the forthcoming year.

Section 8. TERMINATION OF MEMBERSHIP

- By resignation: Any member in good standing may resign from the Club upon written notice to the Membership Secretary, but said resignation does not release the member from any debts to the Club.
- By Lapsing: A membership will be considered lapsed and automatically terminated if such member's dues remain unpaid sixty days after the first of the year.
- By expulsion as provided for in ARTICLE II, Section 9 of these Bylaws or as a result of deprivation, suspension, debarment, expulsion or termination of CKC membership as imposed by CKC Discipline Committee.
- No refund of dues, either in full or in part shall be made to resigned or terminated members.

ARTICLE II – ORGANIZATION

Section 1. NOMINATIONS

- Any member may nominate any Canadian resident member for any elected Club position. Any member may nominate himself/herself.
- Written permission of the nominee is required. Nominating members and nominees must have been full members in good standing for a minimum period of six months prior to the call for Nominations in the May/June issue of the Club Newsletter (ARTICLE I, Section 5 (a)).
- No person may hold more than one office at a time.
- No more than one member of a household may be nominated for or hold office on the Board of Directors.
- Nomination forms will be printed in the May/June issue of the election year with nominations closing June 30th of that year.
- Resumes of the nominees are to be printed in the September/October issue of the Newsletter of the same year.

Section 2. ELECTIONS

- Elections will be held every year with the election to the offices of Vice President and Recording Secretary to be held in even years (ie: 2022), alternating with the election (odd years - ie: 2023) of the other Board Members.
- The closing date for the ballots to be returned to the Recording Secretary will be November 15th of the election year. Postmarks to govern acceptance. In the case of electronic voting the date of the email.

- The person receiving the largest number of votes for each position shall be declared elected. All elections will be conducted by secret ballot and voting by proxy shall not be permitted. Ballots must be counted by the Recording Secretary plus one impartial person to count and verify votes and to sign as a witness. This person is chosen by the Recording Secretary and does not have to be a member of the Club. In the event of a tie, a new vote shall be taken by the membership.
- Regional Directors will reside in the region which they are representing and shall be elected by the members residing in that region.
- All newly elected officers must be notified no later than December 1st.

Section 3. OFFICERS

- The Board shall consist of the President, one Vice President, Recording Secretary, Membership Secretary, Treasurer, and five Regional Directors, one for each Club area.
- The Club areas to be known as Pacific (British Columbia & Yukon. United States: Alaska, Hawaii, Washington, Oregon, California), Rocky Mountain (Alberta and Northwest Territories. United States: Montana, Idaho, Colorado, Nevada, Utah, Arizona, Wyoming, New Mexico), Mid West (Saskatchewan, Manitoba and North Western Ontario - Thunder Bay and West. United States: North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, Minnesota, Wisconsin, Illinois, Iowa, Missouri, Arkansas, Louisiana, Mississippi), Mid East (remaining Ontario, Quebec and Nunavut. United States: Michigan, Indiana, New York, New Jersey, Pennsylvania, Ohio, Delaware, Kentucky, West Virginia, Tennessee, Alabama, Georgia, Florida, North Carolina, South Carolina), and Atlantic (New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland including Labrador. United States: Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island European Countries and Great Britain).

Section 4. DUTIES OF OFFICERS

- The Board of Directors shall direct and manage the affairs of the Club, shall interpret the Constitution and By-laws and may, from time to time, as required make regulations and establish procedures on matters not herein provided.
- President: shall exercise the usual functions of a presiding officer and shall observe a strict adherence to the Constitution and By-laws. He/she will also be required to submit a "President's Message" for each Newsletter published during their term of office.
- Vice President: shall have the power to act and exercise the duties of the President in the absence of the President. In case of death or incapacity of the President, the Vice President will undertake all duties and functions of the Presidency.
- Recording Secretary: shall keep a record of all matters of record which shall be ordered by the Board and shall be responsible for notifying the membership of matters as directed by the Board. He/she is also required to submit and count all ballots for any election held, also the mailing and counting of all motions.
- Membership Secretary: shall have charge of the membership correspondence of the Club, shall keep a roll of member's names and addresses, and carry out other such actions, duties and functions a may be directed by the Board. He/she shall also be listed as the official Club contact in all official publications.
- Treasurer: shall collect and receive all moneys due and belonging to the Club and receipt thereof. He/she shall pay out such sums as are required to implement activities and functions which are formally authorized by the Board. He/she shall render an account of all moneys received and expended in the Newsletter, both for each issue and for the fiscal year.
- Regional Directors: shall submit a report for all activities, news, show and sledding results to the Editor of the Newsletter for publication in every issue. He/she should have on hand a supply of application forms,

club brochures and the Code of Ethics for interested parties, shall hold area meetings as may be necessary and shall be responsible for coordinating and reporting to the Board of Directors on all Club supported functions.

Refer also to: APPENDIX 'A' - Terms of Reference/Responsibilities for the AMCC Board of Directors.

Section 5. COMMITTEES

- Committee chairpersons are elected by motion voted by the Board. Balance of committees to consist of volunteers called for by the Recording Secretary.
- Committees may be formed to advance the work of the Club in such matters as dog shows, trophies, annual prizes, publicity/promotion membership and other fields which may be well served by a committee. Special committees may also be appointed by the Board to assist it on special projects.
- All committees will be required to operate under guidelines as approved or amended by the Board.
- Any committee position may be terminated by majority vote of the Board upon written notice to the party involved.

Section 6. ASSUMPTION OF OFFICE

All Board Members will take office on January 1 of the year following election for a period of two (2) full years.

Section 7. REMOVAL FROM OFFICE

- Failure to renew membership is an automatic removal.
- Motion of suspension passed by two-thirds majority of the Board Members in response to misconduct (failure to abide by this Constitution and By-laws), conflict of interest, or dereliction of duties as defined in these By-laws or Club policies, after the subject Officer has been provided with an opportunity to respond.

Section 8. FILLING OF VACANCIES

Any vacancies occurring in the Board or among the offices during the year shall be filled until the next biennial election by a majority vote of all the then members of the Board; except that a vacancy in the office of President shall be filled automatically by the Vice President and the resulting vacancy in the office of Vice President shall be filled by the Board.

Section 9. DISCIPLINE

- Any member of the Club who is suspended, debarred, deprived, expelled, or whose membership has been terminated by the Canadian Kennel Club's Discipline Committee, shall be suspended from privileges of the Club for a like period.
- Charges: Any member may prefer charges against a member for alleged misconduct prejudicial to the best interests of the Club or Breed. Written, signed charges with specifications must be filed in duplicate with the Recording Secretary together with a deposit of \$25.00 which shall be forfeited if such charges are not sustained by the Board. The Recording Secretary will then promptly send one copy via registered mail or via email to the accused and one copy via regular mail or email to each member of the Board. The accused shall be given a period of not more than thirty days in which to reply to the charges, sending copies to the Board Members and the accusing member(s).
- Board Decision: The Board shall, upon receiving the accused's reply, vote on whether to uphold the charges. The results of this vote will be filed with the Recording Secretary who shall inform both parties of the decision. A two-thirds majority vote is required.

- The Board may postpone its decision until such time as additional information, as necessary, may be collected.
- Penalties: Penalties to a member of the Club resulting from upheld charges may be decided upon by the Board members and must receive a two-thirds majority vote, as per ARTICLE II, Section 9 (c), to pass. Penalties may include reprimand, suspension, or expulsion.
- A plea of guilty by, or conviction of any member for a violation of Sections 445 or 446 of the Criminal Code of Canada (cruelty to animals) shall result in the automatic termination of the member's membership for a minimum period of two (2) years, and the AMCC shall give notice of termination and the fact that the offense was committed in the Club Newsletter.

ARTICLE III - MEETINGS

Section 1. DATES

- There shall be an annual meeting, place and date (or virtual) to be agreed upon by the Board at least six (6) months in advance.
- Special Club Meetings may be called by: the President; by a majority vote of the Board Members; or by the Recording Secretary upon receipt of a petition signed by 10% of the members in good standing, place and date (or virtual) to be agreed upon by the Board at least 3 months in advance. The Recording Secretary shall provide written notice of Special Club Meetings, said notice to specify the purpose of the meeting. No other club business may be transacted at Special Club Meetings.
- A regular schedule of Board Meetings shall be maintained at the discretion of the Board. The Board of Directors may conduct its business by mail, or electronic means through the Recording Secretary.

Section 2. ORDER OF BUSINESS

- At meetings of the Club the order of business, so far as the character of the meeting may permit, shall be as follows:
 - Roll Call
 - Minutes of the last meeting
 - Report of the Board of Directors
 - Report of the President
 - Report of the Recording Secretary
 - Report of the Treasurer
 - Report of the Membership Secretary
 - Report of Committees
 - Unfinished Business
 - New Business
 - Adjournment

Section 3. VOTING

The election of officers and directors and amendments to the Constitution and By-laws shall be decided by secret written ballot, cast by mail, or electronically to the Recording Secretary. Voting by proxy shall not be permitted. The Board of Directors may decide to submit other specific questions for decision of the membership by secret written ballot, conducted in the same manner. All other motions will be voted on only by the Board.

ARTICLE IV - FINANCE

Section 1. FINANCIAL YEAR

The fiscal year shall run from January 1st to December 31st.

Section 2. DUES

See ARTICLE I, Section 3. Dues must be received no later than December 31st of the preceding year.

Section 3. REMUNERATION OF OFFICERS

Recording Secretary, Membership Secretary, Editor and Publisher costs, and all other expenses incurred as approved by the Board shall be paid by the Club.

Section 4. BANKING

The funds of the Club, except for amounts specified in the Standing Resolutions as authorized to be placed in the safe keeping of certain officers as a Petty Cash imprest fund, shall be placed in a branch of any Canadian Chartered Bank, Trust Company or Credit Union in a separate and independent account in the name of the Club. All cheques drawn on the Club account must have the signature of a minimum of two signing officers as defined in ARTICLE V Section 1.

Section 5. BORROWING

Any loans to be made to, or by the Club, must be passed by the Board of Directors. A two-thirds (2/3) majority vote is required.

Section 6. BUDGET

To be compiled by the Treasurer and presented annually at the Club meeting, as applicable. Budget, as is or amended, to be accepted by Board motion.

Section 7. AUDIT

A Club appointed auditor will examine the Treasurer's books annually and submit a report to the Board with recommendations.

ARTICLE V - LEGAL

Section 1. SIGNING OFFICERS

The signing authority of the Club shall be the President, Vice President, Membership Secretary, Treasurer, and Recording Secretary, and any document requiring the official endorsement of the Club shall be deemed to have been duly signed when it bears the recognized signatures of any two of the said officers, normally the President and Treasurer.

Section 2. CLUB SEAL

The official seal of the Alaskan Malamute Club of Canada shall be a black and white Alaskan Malamute standing against a red Maple Leaf inside a double circle inscribed "Alaskan Malamute Club of Canada". This insignia shall be used for all official Alaskan Malamute Club of Canada functions, stationery and novelties. Unauthorized use is prohibited.

ARTICLE VI – PROCEDURE

Section 1. AUTHORITY

All meetings of the Club and of its governing bodies and all other matters of practice and procedure not otherwise herein specified, shall be governed by (the Common Law of Procedure of Canada as laid down and interpreted in) Robert's Rules of Order. (the said Rules of Procedure and more particularly, all clauses and paragraphs designated

"A", to form and be considered part of these By-laws and to have the same force and effect by reference as though same were severally, fully and particularly set forth herein.)

ARTICLE VII - ALTERATION OF BY-LAWS

- Alterations or additions to the By-laws or Breed Standard may be proposed by the Board of Directors or by written petition addressed to the Recording Secretary signed by twenty percent (20%) of the membership in good standing. Alterations or additions proposed by such petition shall be promptly considered by the Board of Directors and must be submitted to the membership with recommendations of the Board by the Recording Secretary for vote within three months of the date when petition was received by the Recording Secretary.
- Requests for alterations or additions to the By-laws or Breed Standard may be processed at any time, provided a copy of the proposed amendment has been sent by first class mail or electronically by the Recording Secretary to each member in good standing on the date of mailing or electronic submission, accompanied by a ballot on which the member may indicate their choice for or against the action to be taken. The notice shall specify a date not less than thirty days after the date of submission by which date the ballots must be returned to the Recording Secretary to be counted. Voting shall be by mail-in or electronic ballot; proxies are not permitted.
- Alterations to Breed Standard: The favourable vote of two-thirds of the members in good standing who return valid ballots within the time limit shall be required to effect any such alteration.
- Alterations to By-Laws: The favourable vote of two-thirds (2/3) of all eligible members shall be required to effect any changes.
- The only exception to the above Constitution Change process will be if the Canadian Kennel Club (CKC) mandates any changes or updates. In which case, the Board of Directors will confer with the CKC to make any necessary adjustments and will notify the membership once the changes are in place.

ARTICLE VIII - DISSOLUTION

The Club may be dissolved at any time by written consent of not less than two-thirds (of the members. Proxies are not permitted. In the event of the dissolution of the Club, whether voluntary or involuntary or by operation of law, none of the property, nor proceeds thereof, nor any assets of the Club shall be distributed to any members of the Club but after payment of the debts of the Club, its property and assets shall be given to a charitable organization for the benefit of dogs as selected by the Board of Directors.