

**Washington State Rabbit Breeders Association
Constitution & Bylaws**

June 26, 2022

Article I

Name

Section 1. The name of the Association shall be: Washington State Rabbit Breeders Association

Section 2. The headquarters of the Association shall be: in the state of Washington

Article II

Purpose

Section 1. It shall be the purpose of this Association to:

- A. Promote, encourage and advance the raising of domestic rabbits for meat, fur, wool, laboratory and show purposes.
- B. Provide opportunities to breeders to improve their knowledge and skills.
- C. Take appropriate action to advance all phases of the rabbit industry in the state of Washington.

Section 2. To carry out its objectives, the Association shall:

- A. Encourage the organization of local breeders' association and assist them in every way possible.
- B. Hold at least one state convention annually; here-in-after referred to as the "The Convention" or "The Annual Convention".
- C. Provide educational meetings.
- D. Carry out annual sweepstakes program in connection with All Breed shows which are both Washington State Rabbit Breeders Association and American Rabbit Breeders Association sanctioned.
- E. Carry on such other activities as shall be deemed to be in the best interest of domestic rabbit breeders and the industry.

Article III

Members- Qualifications and Admission

Section 1:

Any person engaged or interested in rabbit raising may become a member upon payment of the annual dues as outlined in Article V, Section 1 of the Bylaws.

Section 2:

Any All-Breed club, within Washington State, may become affiliated with Washington State Rabbit Breeders Association upon payment of the annual dues for an affiliated club.

Article IV

Officers and Directors

Section 1:

The elective officers of this Association shall be: President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer and Six Directors-at-Large.

Section 2:

Any paid-up adult member is good standing who is a rabbit breeder shall be eligible to act as an elected officer or member of the Board of Directors except President and Vice President.

Section 3:

To be eligible for nomination for President or Vice-President, the nominee must be a member of the Washington State Rabbit Breeders Association and have been elected to at least one two-year term on the Board of Directors.

Section 4.

The Board of Directors shall consist of the above elected officers and directors, the immediate Past President and one representative designated by each affiliated All-Breed club.

Section 5.

The terms of all officers and Directors-at-Large shall be two years commencing immediately following the installation of officers at the Annual Convention.

Section 6.

The office of Past President shall be two years following installation of new president.

Section 7.

A member may act as a club representative only upon presentation of a letter of authorization duly signed by the President and/or Secretary of the local affiliated All-Breed club as outlined in Article IV, Section 2 of the Bylaws.

Section 8.

Each year one half of the officers and Directors-at-Large shall be elected for a two-year term. Even numbered years: President, Recording Secretary and three Directors-at-Large shall be elected. Odd numbered years: Vice-President, Corresponding Secretary, Treasurer and three Directors-at-Large shall be elected.

Section 9.

Those officers and Directors-at-Large and members of the Association who handle the money of the Association shall be bonded.

Section 10.

Vacancies in office, occurring by reason of death, resignation, removal or other-wise, shall be filled by appointment of the President, subject to approval of the Board of Directors.

Article V
Amendments

Section 1.

Amendments of the Constitution and Bylaws of the Association shall be made only at a regular general membership meeting by a two-thirds vote of the member's present. No proposition to amend shall be acted upon unless written prior notice thereof has been given to the Corresponding Secretary at least 30 days prior to the meeting. A copy of such proposition shall be embodied in the call for the next regular general membership meeting and a copy sent to every voting member of the Association, to be included with the election ballots as stated in Article III, Section 3 of the Bylaws.

Section 2.

The Constitution and Bylaws shall be reviewed every two years, within 90 days after the Annual Convention, and revised as necessary. If revised, new issues shall be sent to all members within 60 days of revision date. If changes are few, a flyer can be sent in place of the entire new Constitution for the following two-year period or until further revisions occur.

Section 3.

All new copies of the Constitution and Bylaws shall be dated as of each issue.

BYLAWS
Article 1
Duties of Officers, Board of Directors

Section 1.

The President shall preside at all general membership meetings, appoint all standing committees, call special meetings of the association and program such other duties as usually pertain to his office.

Section 2.

The Vice President shall perform the duties of the President in the absence of that officer or in the case of his inability to act. He shall also be chairman of a committee responsible for working with local clubs, providing them organizational and program assistance and such other help as the Association can offer.

Section 3.

The Recording Secretary shall act as a Membership Chairman and issue the membership cards. In the absence of the President and Vice President, the Recording Secretary shall call the meeting to order and a member shall be elected by the house to preside. The Recording Secretary shall maintain a roster of members and shall be responsible for certifying to the eligibility of members to vote a general meeting. The Recording Secretary shall turn over to the Treasurer any monies collected for the Association and furnish an annual report of all money received.

The Sweepstakes Secretary shall be responsible for the issuing sanctions and keeping a tally of all sweepstakes points. The Sweepstakes Secretary shall turn over to the Treasurer any monies collected for the Association and furnish an annual report of all monies received.

Section 4.

The Corresponding Secretary shall keep the minutes of all general meetings as well as meetings of the Board of Directors and shall take care of all general correspondence, send out notices of all meetings of the Association and Board of Directors, keep on file all letters received, together with a copy of all letters sent out, mail out nominations petitions and election ballots. The Corresponding Secretary shall turn over to the Treasurer any monies collected for the Association and furnish an annual report of all monies received.

Section 5.

The Treasurer shall receive all money paid to the Association. All disbursements of the Association shall be made by checks signed by the Treasurer. The President may sign checks in the place of the Treasurer in case of the Treasurer's inability to act. The Treasurer shall keep an accurate account of all receipts and expenditures and shall report at each meeting of the Association on condition of the treasury.

Section 6.

The Board of Directors shall be responsible for determining the policies of the Association. The Boards shall elect a chairman at the first meeting after taking office. The Board shall pass on any legislative matters found desirable and not in conflict with matters provided for in the instrument.

An appeal from any ruling of the Board of Directors may be taken at the General Membership Meeting, provided such appeal be put in writing and presented in person. The Board shall have power to make contracts in the name of the Association when so needed in the promotion of the work of any and all departments as may hereafter be provided for.

The interpretation by the Board of Directors of the Constitution, Bylaws, Rules, Regulations, Notices, Resolutions and of Club documents and orders shall be binding upon members of the Association.

The work of all committees, except as otherwise provided for herein, shall be subjected to approval of the Board of Directors. Changes of any Board decision are mandatory upon any vote of two-thirds majority of membership.

Section 7.

The President shall appoint a committee to audit the Secretaries' and Treasurer's books annually and upon retirement from office.

Section 8.

The President shall appoint, with approval of the Board, a Sweepstakes Secretary, a Journal Editor, and a Youth Chairman.

Section 9.

Any officer or Director being absent for two consecutive meetings without reasonable excuse shall be replaced. Reasonable excuse to include inclement weather, primary employment, personal and/or immediate family illness.

Article II

Meetings of the Association

Section 1.

Regular Meetings

- A. One General Membership meeting shall be held each year in the State of Washington. Meetings shall be held in June, at which time the annual convention shall be held and elected officers shall be installed. Time and place of meeting shall be selected by the Board of Directors.
- B. A minimum of three regular meetings of the Board of Directors shall be held per year.

Section 2.

Special Meetings

- A. A General Membership meeting may be called at any time by the President of the Association, or upon petition of 20 members in good standing. Such petition to be submitted to the Corresponding Secretary at least 30 days prior to the proposed date of the meeting.
- B. Special meetings of the Board of Directors may be called by the President or the Chairman upon due notice in writing to all members of the Board.
- C. If the WSRBA is unable to hold an in-person meeting, due to governmental regulations and/or restrictions within the state, a board meeting may be conducted via an electronic forum.

Section 3.

Committee Meetings

- A. All committees shall be subject to the call of their respective chairman.

Section 4.

Quorum

- A. At all General Membership meetings of the Association, ten percent of the general membership and six elected officers shall constitute a quorum.
- B. At all meetings of the Board of Directors, a majority of elective officers and directors, including the Chairman of the Board, shall constitute a quorum.

Section 5.

Assets

- A. In the event that the Washington State Rabbit Breeders Association dissolves or disbands any remaining assets are to be divided between active, affiliated Washington State Rabbit Breeders Clubs.

Article III

Nomination and Election

Section 1.

Nomination petition shall be mailed out by the Corresponding Secretary to all paid up members and affiliated clubs by February 1st of each year. Said petitions to be returned to the Corresponding Secretary not later than March 10th.

An official self-addressed envelope shall accompany each petition. Each candidate for election to a state office must declare in writing their willingness to accept before their name can be placed in nomination. Dues for each candidate must be paid through their term in office prior to name being placed for election. Their remittance shall accompany their acceptance declaration.

Section 2.

Any member not a resident of the State of Washington shall not be eligible for any elective office.

Section 3.

Election ballots shall be mailed out by April 20th of each year by the Corresponding Secretary to all paid up voting members and affiliated clubs in good standing as of February 1st. An official self-addressed envelope shall accompany each ballot, with the address of the of the Chairman of the Election Committee thereon. Said ballots shall be returned to the Chairman of the Election Committee no later than May 20th. The Election Committee shall consist of three members, an election chairman and two committee members appointed by the President.

The election committee shall then count the ballots and certify the results within two weeks after the ballot expiration date. After all ballots have been counted, they shall be sealed and forwarded to the Corresponding Secretary to be retained for one year, in the event that there be a demand for a recount. Any demand for a recount must be approved by the Board of Directors or ten percent of the membership.

Section 4.

If all candidates nominated on the WSRBA election ballot run unopposed, a ballot will not be sent out to the membership and all candidates will be elected by acclamation.

Article IV

Voting

Section 1.

Each individual adult member and each affiliated club shall have a vote.

Section 2.

Affiliated club's votes shall be cast by the official representative for each club. A member may act as a club representative only upon the presentation of a letter of authorization, duly signed by the President and/or Secretary of the local affiliated club.

Section 3.

The Recording Secretary shall be responsible for determining the legality of the votes.

Article V Dues

Dues

Section 1.

The annual dues shall be \$15.00 for an individual adult membership and \$20.00 for husband and wife or 2 adults living at the same address. Family membership shall consist of 2 adults and youth residing at the same address. Family Membership shall be \$25.00 per year. The annual youth dues shall be \$10.00 until their 19th birthday.

All dues payable at the time of application for membership. An adult may register a rabbitry for a fee of \$1.00 provided one adult membership is paid. A youth may register a rabbitry for a fee of \$1.00 provided one youth membership is paid.

Any person or persons living outside the State of Washington may be an associate member upon payment of membership fee and shall have all privileges of the Washington State member except the right to vote and hold office.

Section 2.

- A. Membership year to run from January 1, thru December 31, all renewals will be due January 1.
B. Membership shall be acknowledged by the card issued by the Association and signed by the Recording Secretary. "New Members" cards sent shall be accompanied by a copy of the current constitution.

Section 3.

The membership fee for affiliated clubs shall be \$5.00 per year. Due January 1st, payable on or before January 15th.

Article VI
Sweepstakes

Section 1.

The purpose of the Washington State Sweepstakes program is to stimulate and encourage the showing of rabbits and cavies at state sanctioned shows.

Section 2.

To hold a state sanctioned show, affiliated club shall apply to the Sweepstakes Secretary for a Washington State sweepstakes show sanction. Applications shall be accompanied by a \$5.00 sanction fee (deposit) and to be sent to the Sweepstakes Secretary 30 days prior to show date. The sanction forms must be returned within 30 days after the show to the Sweepstakes Secretary along with the percentage fee. If the forms are late a 10% surcharge shall be assessed.

Section 3.

A percentage of the total entry fees, predetermined by the Board of Directors and approved by the vote of the affiliated clubs prior or the beginning of the sweepstakes year shall be paid by all sanctioning clubs.

Section 4.

The sanction fee shall be applied as part payment and is to be deducted at the time payment of percentage is made. The percentage payment shall accompany the sweepstakes points report to the Sweepstakes Secretary.

Section 5.

The above fees in no way apply to the A.R.B.A. sanctioned fair shows. These sweepstakes points will be accepted providing one or more officials of the show or sponsoring organization shall be a member of W.S.R.B.A. The fair must be held in the state of Washington.

Section 6.

In order that the exhibitor's points, be accepted in the W.S.R.B.A. sweepstakes, that exhibitor must be a member of W.S.R.B.A.

Section 7.

All Washington State sanctioned sweepstakes must be so stated in the sponsoring organization's show catalog.

Section 8.

The percentage fee to be applied to the purchase of annual sweepstakes awards. A committee to consist of a representative from each affiliated club plus the state Treasurer, shall administer the funds, provided 15% of the current years' percentage is retained in the fund for future use.

Section 9:

The sweepstakes year shall be from January 1st through December 31st each year. Exhibitor's points for shows in January will be accepted for renewing members as long as membership is renewed on or before January 31st.

Section 10.

Sweepstakes points shall be counted as outline by the A.R.B.A. show rules as set forth in the A.R.B.A. Secretary's Handbook.

Section 11.

Bonus sweepstakes points to be counted in the following order: Best in Show 100 points (Given only one best in show, if single winner is not picked no bonus points will be given for that show.) Runner Up Best in show 75 points (Bonus points given to a single Runner Up in Show, if a single winner is not picked no bonus points will be given for that show.) Best of Breed 50 points (if qualifies for a leg.) Best Opposite Sex 25 points (if qualifies for a leg.)

Section 12.

At the time the percentages payment and sweepstakes points report is sent to the Sweepstakes Secretary, a copy of the sweepstakes report shall be sent to the W.S.R.B.A. Journal Editor.

Section 13.

Youth may only compete in adult sweepstakes by buying adult membership.

Section 14.

Youth may show as a rabbitry, provided that rabbitry is registered with the State Association as outlined in Article V, Section 1 of the Bylaws.

Section 15.

All youth shows that wish a Washington State sanction shall apply to the Sweepstakes Secretary and submit a \$5.00 sanction fee (deposit). The entry fee percentage shall accompany the sweepstakes points report to the Sweepstakes Secretary.

Section 16.

Youth sweepstakes points to be accumulated until their 19th birthday, they will then start accumulating adult sweepstakes points.

Section 17.

All youth with paid membership in W.S.R.B.A. regardless of where they reside, may compete in Royalty contests. All youth are eligible to receive trophies, rosettes, and/or certificates. The top scoring youth who actually reside in Washington State are eligible for monetary awards.

Article VII

Rules of Order

The latest revision of Roberts Rules of Order shall govern the parliamentary procedures of the Association, subject to any special rules that may be adopted.

Article VIII

Order of Business

Section 1.

The Order of Business shall be as follows:

Roll Call of Officers, Directors, and Club Representatives
Reading of Minutes
Visitor Acknowledgement
Treasurer's Report
Bills to come before the Board
Unfinished Business
Report of Board of Directors
Report of Club Representatives
Report of District Representative(s)
Report of Journal Editor
Committee Reports
Reading of Communications
New Business
Reading of the minutes of the present meeting and adoption
Adjournment

Reviewed and revised June 26, 2022

Membership fees increased. Voted on and approved at the June 26, 2022 WSRBA General Membership meeting.

Windy Negrete, Constitution Chair