

## **Constitution of the Palomino Rabbit Co-Breeders Association**

Revised July 1996

The objects of the Palomino Rabbit Co-Breeders Associations are to unify, foster, promote, improve, further and enhance, through its membership, high standards of perfection, efficiency and cooperation among all phases of membership to do all such lawful acts and things necessary to further the best interests of the Palomino rabbit, and to formulate, determine and coordinate policies of mutual and national importance and concern for the Association. The prime purpose, throughout, is to present a unified membership to promote the interests of the Palomino Rabbit Co-Breeders Association, and to advance other matters in which national coordination is deemed advisable by the Board of Directors of the Association.

### **ARTICLE I – NAME**

Section 1. This association shall be known and designated by the name set forth in the Constitution, to-wit: The Palomino Rabbit Co-Breeders Association.

### **ARTICLE II – OBJECT**

Section 1. To promote, encourage and develop the Palomino rabbit in accordance with the purposes and aims outlined in the Constitution, to the mutual benefit of all concerned.

Section 2. To afford memberships to persons interested in breeding, promoting, showing, and marketing Palomino rabbits.

Section 3. To promote and conduct public and private exhibitions of Palomino rabbits, and to make, revise and maintain official standards of perfection for the Palomino rabbit.

Section 4. To organize, and assist in the organization of, local and state specialty clubs for the purposes herein set out.

Section 5. To maintain information for the betterment of the Palomino rabbits and to furnish to its members, at minimum cost: bulletins, posters, booklets, placards, supplies, textbooks and other materials as may be available.

Section 6. To investigate markets for products of Palomino rabbits, and to assist in the marketing of said products without profit to this Association, and to assist in securing legislation and publicity beneficial to the Palomino rabbit.

Section 7. to hold an annual membership meeting in conjunction with the American Rabbit Breeders Association convention for its members, and meetings of its members and Board of Directors and such special meetings as may be deemed necessary, (see Article I, Section I of Bylaws).

### **ARTICLE III – Membership**

Section 1. Any person may become a member of this Association upon payment of dues as provided in the By-laws, and by agreeing to comply with all rules, regulations, and mandates of the Association.

Section 2. The Board of Directors may elect as an Honorary Member any person distinguished for political, scientific, industrial or administrative capacity. Honorary Members shall be exempt from all dues, fees or subscriptions, but shall have no right to vote at any meeting of the Association unless as a regular paid member of the Association in good standing.

Section 3. All individual members and life members, except youth members, shall have the right to vote in person at annual or special meeting of the Association, as provided by the By-laws. Individual members may not vote by proxy. All individual members and life members, except youth members, shall also have the right to vote by mail for election of officers or upon any other matters submitted by the Board of Directors.

Section 4. The Board of Directors reserves the right to accept or reject, for cause, any application for membership or renewal.

### **ARTICLE IV – AUTHORITY**

Section 1. This Association shall have the authority to make such laws, establish such rules and adopt such regulations as may be necessary for the government of its members.

Section 2. This Association shall have the authority to require members to obey its mandates in all matters pertaining to the Standard of Perfection and ethics peculiar to the Association.

Section 3. Where possible and applicable, Robert's Rules of Order (latest edition) shall be considered as the final authority for this Association on all matters not specifically covered by the Constitution and By-laws. Any other unresolved matter will be decided by the Board of Directors.

### **ARTICLE V – OFFICERS**

Section 1. The elective officers of this Association shall be elected for a two (2) year term by and from the membership. The elective officers for this Association shall be: President, Vice-president, and a Board of Directors, one director from each District. In the election of the Board of Directors, five (5) shall be elected on even numbered years and four (4) on odd numbered years. Each year the same number shall be elected as those whose terms shall expire.

Section 2. The elective and/or appointed officers of the Association shall assume their respective duties immediately after the official opening of the ARBA convention. They shall serve for the period for which they were elected, or for the unexpired term for which they were appointed, or until their successors are elected and qualified. Installation shall occur at the General Meeting of the Association at the ARBA Convention.

Section 3. The Secretary and Treasurer shall be appointed by a two-thirds majority vote of the board of Directors, to serve a minimum term of three (3) years; either or both may be re-appointed by the Board of Directors, who may also remove either or both from office, for cause, during any term of office. The offices of Secretary and Treasurer may be combined if approved by the Board of Directors.

Section 4. The President, Vice-president, Secretary, and Treasurer shall serve as ex-officio members of the Board of Directors.

Section 5.

- (a) Any person who is a current member of the American Rabbit Breeders Association and who has been a member of this Association in good standing for at least one (1) year who wishes to become a candidate for any elective office of the Association shall ask the Secretary for a nominating petition, which the Secretary shall promptly supply.
- (b) The nominating petition shall be completed by the member and show the member's name and the office for which he or she desires to be a candidate. In addition, the petition must be signed by five (5) members in good standing of this Association. Petitions for Director must be signed by five (5) members in the applicable District, or by a majority of the district members should there be less than five members in the district. Youth may sign nominating petitions.
- (c) The petition shall be filed, after completion, with the Secretary of the Association prior to May 1<sup>st</sup>. The Secretary shall place the name of the member appearing on the petition, and the office for which he or she is a candidate, on the election ballot.
- (d) Election ballots shall be numbered consecutively and mailed on June 1<sup>st</sup> of each year to each member of the Association in good standing on that date. The ballots shall show the date on which the polls close. An envelope addressed to the Chairman of the Election Committee, by name and address, shall accompany each ballot. Each member voting shall mark his or her ballot, place the ballot in the envelope, mailed with the ballot, seal the same, and mail it directly to the Chairman of the Election Committee. The Election Committee shall count all ballots received as postmarked prior to closing of the polls, and shall send certified copy of the results to the Secretary and the President. The candidate receiving the highest number of votes for each office shall be declared duly elected. After the ballots are counted, they shall be placed in a sealed envelope and forwarded to the Secretary, to be retained by the Secretary for one (1) year, to be opened only in the event that there is a demand for a recount.
- (e) Should any candidate for an elected office be unopposed, there shall be no election ballot issued for that particular position, and the unopposed candidate shall be declared elected to said office by acclamation.

Section 6.

- (a) Any candidate defeated for any office of the Association requesting a recount of ballots shall make application for such recount to the Secretary within sixty (60) days following the election.
- (b) The Secretary shall require a deposit of sufficient funds to defray the cost of recount, the amount of such deposit to be fixed and approved by the Board of Directors.
- (c) A recount shall then be made by a committee of three; the contestor shall pick one member, the board of Directors shall pick one member, and a third member shall be chosen by the other two members of this committee. All three members of the committee shall be members of the Association in good standing.
- (d) The committee shall assemble and personally count all ballots cast for the office in dispute, and the report of the committee on the recount, certified to the Board of Directors, shall be final. In the event that the contestor is declared elected by the committee, his or her deposit of funds shall be returned.

Section 7.

- (a) In the event a vacancy in any office occurs, from any cause whatever, said vacancy shall be filled by appointment by the President, approved by the Board of Directors. The member appointed to fill a vacancy shall possess a valid American Rabbit Breeders Association membership, and shall have been a member of this Association in good standing for at least one (1) year.
- (b) In the event the office of President is vacant, the Vice-president shall assume the duties of the President, and shall appoint a Vice-president, subject to approval by the Board of Directors.
- (c) In the event the offices of President and Vice-president are vacated at the same time, the Secretary shall appoint a presiding officer from the Board of Directors who shall then appoint a President, subject to approval of the Board of Directors. The appointed presiding officer shall perform the duties of the President during the interim period.

Section 8. Any member of the election committee can be nominated for office.

## **ARTICLE VI – DUTIES OF OFFICERS**

Section 1.

- (a) The President shall preside at all meetings of this Association, and act as chairman of the Board of Directors with the authority to appoint all committees, subject to approval of the Board of Directors, call special meetings of the Association or its Board of Directors in accordance with the Constitution and By-laws.
- (b) The President shall perform other duties as usually pertain to his or her office and any other duties and powers as may be conferred upon him or her by the Board of Directors.
- (c) The president shall be an ex-officio member of all committees.

Section 2. The duties of the Vice-president shall be the same as those of the President in the event of absence or disability of the President.

### Section 3.

- (a) 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, and shall be required to carry out such duties.
- (b) The Secretary shall collect and keep account of all monies due the Association, which monies shall be in United States funds, and pay such accounts as are named herein and bills as authorized by the Board of Directors. Authorization of the annual budget shall constitute sufficient authority to pay any bill falling within the budgeted amount.
- (c) The Secretary shall make reports to the Treasurer by the 10<sup>th</sup> of each month of all transactions during the preceding month, and shall turn over to the Treasurer all monies of the Association as shown by such report, except that the Secretary shall retain a bank balance consistent with operating requirements (see Annual Operating Rules).
- (d) The Secretary shall have custody and in a company and in an amount approved by the Board of Directors. Exceptions concerning custody of Association equipment shall be only as regards any Association equipment in the custody of the Pal News Editor or other duly elected or duly appointed member of the Board.
- (e) The Secretary shall be bonded in favor of the Association for a sum as set forth in the Annual Operating Rules. Said bond to be delivered to the Treasurer of the Association.
  - (1) The cost of the Secretary's bond shall be paid by the Association
  - (2) Failure to furnish satisfactory bond within thirty (30) days following appointment may be grounds for disqualifying the Secretary from office.
- (f) The Secretary shall receive and promptly act on all application for membership.
  - (1) The Secretary shall keep a complete and up-to-date membership record, including current addresses as made available to the Secretary, and shall make a yearly report as to the number of members to the Board of Directors.
  - (2) The Secretary shall regularly furnish updated membership records to the Board of Directors of the Association, Sweepstakes Recorder and the Pal News Editor.
  - (3) The Secretary shall notify all members prior to the expiration of their membership.
- (g) The Secretary shall notify members of all meetings, either by publication or individual notices.
- (h) The Secretary shall be the recording secretary for all meetings of the Association and its board of Directors, and shall keep an accurate record of such meetings. Minutes of all meetings shall be furnished to the Pal News control of all property of the Association and keep the same insured in the Association's name.
- (i) The Secretary shall act promptly on all correspondence directed to his/her office, and shall consult the Board of Directors on such matters as he/she deems advisable.
- (j) The Secretary shall order all necessary forms and printed matter for the conduct of his or her office.
- (k) The Secretary shall maintain a set of books in a manner acceptable to the Board of Directors, and shall submit quarterly reports to the Board of Directors and an annual report to the membership at each annual meeting of the Association for the fiscal year ending June 30<sup>th</sup>, and updated to include the first quarter of the new fiscal year.

This annual report must be accompanied by a statement showing the current number of members, and other pertinent information reflecting gain or loss as compared to the previous years' records.

- (l) The Secretary shall, within sixty (60) days following each annual or special meeting of the Association, inform the Editor of the Pal News of all changes in the regulations of the Association so that any changes can be duly published in the Pal News.
- (m) The Vice-president shall be responsible to see that the Club sends an article relating to club activities to the Domestic Rabbits Magazine for each issue.

#### Section 4.

- (a) The Treasurer shall accept and keep a record of all moneys turned over to him/her by the Secretary at the end of each month, and of other income derived from any other source.
- (b) The Treasurer shall pay outstanding accounts in a timely manner. Approval by the Board of Directors is required for expenses exceeding the amount allocated therefore in the Annual Budget.
- (c) The Treasurer shall be bonded in favor of the Association for a sum as set forth in the Annual Operating Rules.
  - (1) The cost of the Treasurer's bond shall be paid by the Association.
  - (2) Failure to furnish satisfactory bond within thirty (30) days following appointment may be grounds for disqualifying the Treasurer from office.
- (d) The Treasurer shall make quarterly financial reports to the Board of Directors and an annual report at the ARBA Convention annual meeting and in the Pal News next following the Convention. The reports shall be for each fiscal year ending June 30<sup>th</sup>, and updated to include the first quarter of the new fiscal year.
- (e) The Treasurer shall be a member of the Budget Committee.

Section 5. The offices of Secretary and Treasurer may be combined, and under such circumstances the Secretary/Treasurer shall only be entitled to one (1) vote on matters coming before the Board of Directors. If the offices of Secretary and Treasurer are combined, only one (1) bond is required.

Section 6. The board of Directors shall be responsible for initiating the various business transactions, authorizing the expenditure of monies by the Association, and passing any and all special legislative matters found desirable.

- (a) The Board of Directors shall have the power to make contracts in the name of the Association as necessary in the promotion of the work by any or all departments, or as may hereafter be provided.
- (b) The Board of Directors may require that the books of the Secretary and Treasurer be audited at the end of each fiscal year, and upon their respective retirement from office. The expense of such audit is to be paid from the general funds of the Association.
- (c) The Board of Directors shall have full authority to revise or adjust membership dues, or any other item from which the Association derives income, depending upon the economic conditions at the time of the adjustment or revision.

(d) Any member of the Board of Directors who does not render his/her vote on business conducted by means of mail on three (3) such mailings within a year may have his/her office declared vacant by the President and replaced by appointment.

(1) In the case of an officer, the appointment may be from any District

(2) In the case of a Director, the appointment must be from the same District as that of the vacancy.

#### Section 7.

(a) Seven (7) members of the Board of Directors shall constitute a quorum.

(b) Six (6) members of the Board of Directors shall constitute a quorum if the offices of the Secretary and Treasurer are combined.

(c) A majority of the Board of Directors shall constitute a quorum when the total number on the Board of Directors is less than 12.

### **ARTICLE VII – Commissions paid by the Association**

\*(see Annual Operating Rules)

Section 1. A commission of \* per year shall be payable to the Secretary.

Section 2. A commission of \* per year shall be paid the editor of the Pal News.

Section 3. A commission of \* per year shall be paid to the Sweepstakes Recorder.

Section 4. The above commissions may be waived at the discretion of the prospective recipient.

### **ARTICLE VIII – Alterations – Amendments – Resolutions**

Section 1. Any alterations of, or amendment to, the Constitution to be offered at any annual or special meeting of this Association shall be made by Resolution, in writing, signed by five (5) or more members of the Association in good standing, and sent to the Constitution Committee at least ninety (90) days prior to the meeting at which it is to be presented. Each resolution is to be confined to one subject. All resolution are to be published in the Pal News at least thirty (30) days in advance of the annual or special meeting at which they are to be considered, in order that members may have the opportunity to form an educated opinion on their merits. The Constitution may then be amended by an affirmative two-thirds vote of all members casting votes for a resolution at a regular or special meeting of the Association, provided that the notice of the purpose of any special meeting has been stated in the call for such special meeting.

Section 2. Any proposed change in, or amendment to, the constitution may be submitted to the members of the Association at any time by mail ballot, to be voted upon, and the ballots counted, in the same manner as provided for balloting for the election of officers. An affirmative two-thirds majority of the ballots cast shall be required for passage of any proposed change or alternation.

Section 3. A Resolution adopted at an annual or special meeting of the Association shall take effect on the first day of the calendar or fiscal year of this Association following such annual or special meeting.

Any change or alteration voted by mail ballot shall take effect sixty (60) days after the date of certification by the Election Committee.

Section 4. All alterations and amendments passed by the American Rabbit Breeders Association automatically become part of the Constitution of the Palomino Rabbit Co-Breeders Association, with the same effective date as set by the American Rabbit Breeders Association.

## **BY-LAWS**

### **ARTICLE I – Meetings**

#### Section 1

- (a) The annual meeting of this Association shall be held in conjunction with the National Convention of the American Rabbit Breeders Association. Notice of the time and place for holding such meeting shall be as advertised in the Pal News and/or the ARBA Convention Catalog.
- (b) The President shall call a special meeting of the Association when so requested in writing by at least twenty-five (25) members of the Association in good standing. At any special meeting there shall be considered only the special business for which the special meeting was called. The special meeting shall be held at a place designated by the President.

Section 2. At any meeting of this Association, five (5) members of the Association in good standing shall constitute a quorum. No person shall act as proxy for a member. If no quorum shall be present, the presiding officer shall adjourn the meeting to a day and hour of his or her designation.

Section 3. Any officer present may preside; however, in the event of the absence of all officers, the majority of the members present shall elect a presiding officer, and the presiding officer shall appoint a recording secretary for the meeting.

#### Section 4.

- (a) At all annual meetings of the Association the order of business, unless otherwise determined by a majority vote of members in good standing of the Association present, shall be:
  - (1) Roll Call;
  - (2) Installation of Officers
  - (3) Approval of Minutes of previous meeting as printed in the Pal News;
  - (4) Reports;
  - (5) Old business;
  - (6) New business;
  - (7) Consideration and voting on Resolutions;
  - (8) General business and discussion; and
  - (9) Adjournment.
- (b) A copy of each Resolution proposed shall be given to each member present and shall be read and acted upon at the annual meeting.



## **ARTICLE II – Membership and Sanction Fees**

### Section 1.

- (a) Membership fees shall be in accordance with the approved Operating Rules as published in the Pal News.
- (b) Youth members shall be entitled to all the privileges of full membership, except the right to vote or hold office.
- (c) Failure to renew individual, combination, special membership within thirty (30) days following the expiration of the month of such membership shall result in automatic termination of such membership, and forfeiture of sweepstakes points for the sweepstakes year.
- (d) All members of this Association who have reached the age of sixty-five (65), and who have had twenty-five (25) consecutive, uninterrupted years of membership, shall be granted a life membership. Any other member may become a life member upon payment of \* (see Operating Rules), which sum shall be received in lieu of all future annual dues and assessments.

Section 2. ARBA – chartered clubs may conduct Palomino sweepstakes shows by payment of Sanction Fees in accordance with the Operating Rules. Such fees shall be remitted to the Secretary of this Association, who shall issue a sanction for the show.

Section 3. Any and all fees mentioned herein shall be paid in United States funds.

## **ARTICLE III – Departments and Committees**

Section 1. The President, with the approval of the Board of Directors, shall appoint the standing Department and committee Chairperson and committee members as authorized herein. The term of each Committee and Department Chairperson and committee members shall be on year. The President shall have authority to make such replacements as are considered to be in the best interest of the Association.

Section 2. Each Department and Committee shall be authorized to make such expenditures from Association funds for its operations as are authorized in the annual budget and as approved by the Board of Directors.

Section 3. Each Department and Committee shall submit data and information on the group's work at regular intervals to the President and the Secretary. This data shall also be submitted to the Publicity Department, for its use in preparing official news releases. Each Department and Committee shall report to the membership of the Association at each annual meeting, unless otherwise provided.

### Section 4. DEPARTMENTS & COMMITTEES

- (a) The ADVERTISING AND PROMOTION DEPARTMENT shall:
  - (1) plan, put into effect, and carry out a promotional and advertising program designated to secure new members and to encourage renewals. This program shall be accomplished within the funds allotted for their uses in the annual budget; and

- (2) have the authority to revise or drop any advertising they consider to be unproductive; and
- (3) plan, prepare and issue, with the advice, collaboration and approval of the Board of Directors, all promotional booklets, sales items, and material needed in membership solicitation, or other promotional literature or material directed by the Board of Directors; and
- (4) design, originate and obtain, subject to approval of the Board of Directors, all membership emblems, insignia and other approved material and
- (5) maintain close contact with the Chairperson of the Membership Service Committee and the Secretary of this Association in order to minimize duplication of effort, and to obtain a well-balanced and coordinated program.

(b) The COMMERCIAL DEPARTMENT shall:

- (1) Obtain and disseminate information on recognized methods of rabbit raising on a commercial basis, including data on housing, feeding, production, expectancy, stock selection and other related topics; and
- (2) Be responsible for gathering and disseminating information based on past experience, as well as new methods, in processing, packaging, freezing and marketing of rabbit meat; and
- (3) If practicable, they shall arrange, in collaboration with the sponsoring club, a commercial display and demonstration of methods at each National Convention Show.
- (4) Develop and make available basic information on suitable and practicable methods of record keeping pertaining to production and breeding stock selection.
- (5) Representatives of this Department shall, when their budgeted and allotted funds permit, attend sponsored schools, short courses or meetings that include commercial rabbit raising as one of their features. When it is not possible for a representative to attend such an event, assistance in the form of suggestions will be furnished to aid in obtaining qualified speakers.

(c) The PUBLICITY DEPARTMENT shall include the Editor of the Pal News, who shall be the Chairperson. They shall develop all official news releases of the Association and its committees, with the exception of the Secretary's bi-monthly and annual reports.

- (1) The releases shall be prepared from reports obtained from Committee Chairpersons, officers, directors and the Board of Directors as a whole, and furnished to all appropriate publications, including Pal News, introducing such sectional modifications as they deem desirable to obtain well balanced, readable and interesting publicity every other month.
- (2) The Department, through one of its members, shall assist the sponsoring club in obtaining publicity for the National Conventions by coordinating its releases and timing them in accordance with good practice. Releases, photographs, and other items of interest shall be supplied to the proper local publication, or to a national news service or national magazine when considered to be national in scope.
- (3) Advice in the form of bulletins, suggestions sheets, and booklets on publicity work shall, within the limit of the Department budget.

(d) The BUDGET COMMITTEE shall include the Treasurer. Their duties shall consist of developing a budget for the ensuing calendar year.

- (1) Based upon estimates, records of past expenditures and the current assets of the Association, they shall prepare a Budget for the next calendar year, which shall be presented to the membership for consideration and action.
  - (2) No budget shall call for expenditures in excess of estimated receipts or actual assets.
  - (3) The budget shall be submitted to the Board of Directors for approval. After approval by the Board of Directors, the budget shall be voted upon by the membership at the same time as the elections for officers and directors. (see Article V of the Constitution)
  - (4) After approval, no budget item may be exceeded unless approved by the President, Secretary, and Board of Directors.
  - (5) In no event shall adoption of the final Budget for a year be delayed beyond 30 June of the Budget year.
- (e) The CONSTITUTION COMMITTEE shall:
- (1) Maintain continuous study of the ARBA recommendations for change in the Constitution and By-laws for the purpose of furnishing interpretations when requested by an officer or member of the Association, and for the purpose of offering clarifications.
  - (2) After the adoption of an amendment or modification by the American Rabbit Breeders Association, they shall revise the necessary articles or sections to include the amendment, and shall furnish it to the Secretary of the Association within thirty (30) days following adoption.
  - (3) Furnish a current and correct copy of the Constitution and By-laws for inclusion in any proposed new publication when so requested by the person in charge of the publication, and when approved by the Board of Directors.
- (f) The ELECTION COMMITTEE shall reside within commuting distance of each other. The Chairperson shall receive the election ballots and as soon as he/she deems practicable shall call the Committee together, with any absentee replaced by an alternate. Election ballot envelopes must not be opened until the entire Committee is assembled; then the Committee shall open the envelopes, count the votes, and tabulate the results. The count shall be completed and the results certified to the President and Secretary within five (5) days after the count is completed. No other reports will be required.
- (g) The MEMBERSHIP SERVICE COMMITTEE shall solicit, receive, review and screen all suggestions received from the membership, or other sources, and after study shall forward them to the proper officer, department or committee chairperson, together with their recommendations for appropriate action.
- (1) They shall be responsible for the planning of, and obtaining Board of Directors' approval for all educational material including, but not restricted to, movies, slides, recordings, photographic series or printed material and the Guidebook.
  - (2) The Chairperson shall maintain close contact with the Chairperson of the Advertising and Promotion Department to minimize duplication of effort, and to present a coordinated program.
  - (3) Upon approval by the Board of Directors, this Committee shall be responsible for the preparation, issuance, maintenance and upkeep of all such materials now on hand. This may be done whether through their own efforts or through an agent.

- (h) The SHOW COMMITTEE, with approval of the Board of Directors, shall determine:
  - (1) The Sweepstakes awards to be made each year; and
  - (2) Other awards, including ribbons, rosettes, badges and badge bards, to be made each year; and
  - (3) The awards to be made by the Association at the National ARBA Convention and the National All-Palomino Show.
  - (4) Any special awards or trophies that may be appropriate in the interest of the Association, (requires ratification by the Board of Directors).
  - (5) It shall be their duty to submit an awards budget to the Budget Committee, and to obtain awards in accordance with good business practice.
  - (6) Any proposed purchase which exceeds the amount budgeted therefore shall be submitted to the Board of Directors prior to the purchase of such trophies or awards.
- (i) The STANDARDS COMMITTEE shall consist of a Chairperson and four (4) members.
  - (1) They shall:
    - (a) Maintain a continuous study of the official Standards of Perfection and its application, shall handle inquiries and complaints related thereto and to furnish interpretations of it and its applications;
    - (b) Consider any proposed Standard for other Palomino varieties. They shall also receive and consider any new variety submitted. This consideration shall include the right to recommend or request modification in the Standard that they consider to be in the best interest of the breed.
  - (2) On any proposed change to the Palomino Standard, a two-thirds majority of the cast votes shall be necessary for adoption of any change, and such change must be approved by the Board of Directors. After adoption, the Standard shall become the official property of the American Rabbit Breeders Association, and can be altered only with the approval of the Board of Directors of the American Rabbit Breeders Association. The Standard of Perfection shall not be revised more often than every five (5) years, in the years divisible by five.
- (j) The YOUTH DEPARTMENT shall establish and maintain contact with the national headquarters of each youth group that does, or can, sponsor Palomino rabbit raising projects. These groups include, but are not restricted to, 4-H, Future Farmers of America, Boy Scouts of America, and Girl Scouts of America. They shall furnish advice to, and receive suggestions from each of these groups for the purpose of establishing reasonable rules of Palomino rabbit raising projects and the exhibition of Palomino rabbits under the sponsorship of these groups, but in event shall any of such rules conflict with any rule or regulation of this Association or of the American Rabbit Breeders Association. They shall furnish advice, suggestions, and encouragement to the membership of this Association, and to local and state specialty clubs for the sponsorship of Palomino rabbit raising projects for youth. They shall supervise, prepare and issue any publication about youth projects which are authorized by the Board of Directors.
- (k) SWEEPSTAKES CHAIRPERSON: The Chairperson shall:
  - (1) Receive all Open and Youth show reports of Palomino sweepstakes shows, and
  - (2) Keep an accurate record of points for each member exhibiting; all points to be categorized as to Golden, Lynx or Fur Classes, and calculate as specified in the Operating Rules.

- (3) Be responsible for determining who should receive the special rosettes awarded by the Association to the exhibiting members entitled to those awards;
  - (4) Furnish results of said shows and reports of Sweepstakes standing to the Editor of the Pal News for publication in each issue.
- (l) Any special committee that are considered desirable by the President or by the Board of Directors may be appointed by the President for a specific purpose. At the completion of the assignment, the special committee shall be discharged.

#### **ARTICLE VI – Interpretation – Discipline – Standard**

Section 1. The interpretation by the Board of Directors of this Association of the Constitution, By-laws, Rules, Regulation, Notices, Resolution, Properties, and of Association Documents and Orders shall be binding upon all members of this Association.

Section 2. All notices required to be sent to any member of this Association shall be sent by regular mail, prepaid to the member's address as it appears on the books of the Association, and such mailing shall be presumptive evidence of the service thereof. Any change of address must be sent promptly to the office of the Secretary of the Association.

Section 3. The Standard of Perfection for Palomino Rabbits is the sole property of the American Rabbit Breeders Association, Inc. The Association reserves the right to enforce any and all provisions of the Standard at any time, and may resort to legal action, if necessary. These Standards of Perfection are copyrighted, and any violation of the copyright, or unauthorized use of such Standards, constitutes an infringement of the copyright and, as such, is subject to legal action.

Section 4. The Board of Directors may suspend or expel any member of the Association for conduct which, in its judgment warrants such action.

Section 5. Any Officer or Director of this Association having a charge of misconduct in office preferred against him will be suspended pending hearing by the Board of Directors. If exonerated of such charge he shall be immediately reinstated; if found guilty of the charge, his position will be declared vacant.

#### **ARTICLE V – MISCELLANEOUS**

1. Annual Operating Rules
  - (a) The Secretary shall prepare for publication in the Pal News a set of Annual Operating Rules which shall reflect as a minimum:
    - (1) Dues
    - (2) Sanction Fees
    - (3) Commissions
    - (4) Sweepstakes computations
    - (5) Awards allocations

- (6) Membership and Registration contests; and
  - (7) Any other matters subject to periodic adjustment which are in effect for the coming calendar year or other applicable period of time.
- (b) These Annual Operating Rules will be reviewed and modified as necessary at the annual meeting, and be ratified by the Board of Directors. The Annual Operating Rules shall be published in the first Pal News to be distributed in the new calendar year.
  - (c) It is to be noted that changes in Sanction Fees, and membership dues must be pre-coordinated with the ARBA, and their affectivity will be governed accordingly.
2. Sweepstakes – The Club will conduct an annual sweepstakes contest for both Open and Youth membership in accordance with the Annual Operating Rules. The sweepstakes shall run from July 1 through June 30 of the applicable year.
  3. Convention Booth and Catalog – The Association shall maintain a booth at the National Convention, rental fee and expenses to be paid by the Association. Any Convention catalog fees and expenses to be paid by the Association.
  4. National All Palomino Show Site Selection – Bids or invitations are to be submitted to the Secretary of the Association in writing by the end of the fiscal year (June 30). The Board of Directors will make the selection from bids received.
  5. The fiscal year of this Association is 1 July through 30 June.

#### **ARTICLE VI – Alterations and Amendments**

Section 1. Any alteration of, or amendment to, the By-laws to be offered at any annual or special meeting of this Association shall be made by Resolution, in writing, signed by five (5) or more members of this Association in good standing, and sent to the Constitution Committee at least ninety (90) days prior to the meeting at which it is to be presented. All Resolutions are to be confined to ne subject. All Resolutions shall be published in the Pal News at least thirty (30) days in advance of the annual or special meeting at which they are to be considered, in order that members may have the opportunity to form an intelligent opinion on their merits. The By-laws may then be amended by an affirmative two-thirds vote of all members casting votes at a regular or special meeting of the Association for a Resolution, provided that the notice of the purpose of any special meeting has been stated in the call for such special meeting.

Section 2. Any proposed change in, or amendment to, the By-laws may be submitted to the members of the Association at any time by mail ballot, to be voted upon and the ballots counted in the same manner as in provided for balloting for the election of officers. An affirmative two-thirds majority of the ballots cast shall be required for the passage of any proposed change or alteration.

Section 3. A resolution adopted at an annual or special meeting of the Association shall take effect on January 1<sup>st</sup> following such annual or special meeting. Any change or alteration voted by mail ballot shall take effect sixty (60) days after the date of certification by the Election Committee.

Section 4. All alterations and amendments passed by the American Rabbit Breeders Association become a part of the By-laws of the Palomino Rabbit Co-Breeders Association, with the same effective date as set by the American Rabbit Breeders Association.

### **Palomino Rabbit Co-Breeders Association Annual Operating Rules**

The Annual Operating Rules are provided as a point of reference. Per Article V of the By-Laws, "the Annual Operating Rules will be reviewed and modified as necessary at the annual meeting, and be ratified by the Board of Directors. The Annual Operating Rules shall be published in the first Pal News to be distributed in the new calendar year." The 2001-2002 Annual Operating Rules will therefore be published in the Pal News shortly after the ARBA Convention. Please refer to the current year Annual Operating Rules.

1. Dues (Both New and Renewal) Per Year – Adult \$8.00, Youth \$5.00  
Husband/Wife or 2 Adults at same address \$12.00  
Family of 2 Adults \$12.00 plus \$2.50 for each youth at same address  
Family of 1 Adult \$8.00 plus \$2.50 for each youth at same address

3 Year – Adult \$20.00

Youth \$12.00

Family of 2 Adults \$20.00 plus \$7.50 for each youth at same address

Family of 1 Adult \$20.00 plus \$7.50 for each youth at same address

2. Sanction Fees:  
Open Show \$10.00, youth free with paid open. Youth show only, \$5.00

Specialty show sanction fees:

Specialty show sanction fees: Open show \$5.00, youth free with paid open.

Youth show only, \$2.50

The Pal club gives a free sanction one time only, if no Pals are shown at a previously sanctioned show, both Open and Youth. The free sanction will only be given if the show report indicating that no Pals were shown is returned within the required thirty (30) days of the show date.

Minimum Premium Awards: \$5.00 BOB, \$4.00 BOS

3. Minimum Bank Balance: \$500
4. Commissions and Fees: These commissions are over and above any acquired expenses of the position: Secretary \$100 flat fee per year. Pal News Editor, \$25.00 per issue, not to exceed \$125.00 per year. Sweepstakes Recorder, \$50

per year. These commissions are over and above any acquired expenses of the position.

5. Advertising Rate for Pal News: 4 issues: \$15.00 per year, business card size ad only.
6. Sanction fees: Both Open and Youth and both ARBA and Pal Club, for the National All-Pal and for the ARBA Convention are paid and/or donated by the National Club.
7. Districts: To correspond with ARBA Yearbook for Director's District.

## **Contest and Awards**

### **Palomino Rabbit Co-Breeders Association**

#### Contest

1. Sweepstakes:

The Sweepstakes year runs from 1 July through 30 June. There will be a separate competition for Open and for Youth. Shows must be sanctioned by the ARBA and the National Palomino Rabbit Co-Breeders Association.

Sweepstakes points will be calculated as follows:

<u>Class points</u>	<u>Bonus Points</u>
1 <sup>st</sup> – 6 X # shown	BOB 25
2 <sup>nd</sup> – 4 X # shown	BOS 15
3 <sup>rd</sup> – 3 X # shown	BOV 10
4 <sup>th</sup> – 2 X # shown	BOSV 5
5 <sup>th</sup> – 1 X # shown	
	Best 6 Class, Runner-up Best in Show, Best of Group 50
	Best in Show, 1 X # rabbits in show.

Class points apply to Golden and Lynx only. Fur class points are to be separately counted. Class points are doubled at ARBA Convention and National All-Pal Shows. Bonus points are not doubled. No Sweepstakes points apply for Pre-Juniors or for Meat Pens. Golden and Lynx points plus Bonus points are added together for the determination of Sweepstakes winners. How the breeders name is listed on their show report is the way they will be listed and recorded on the Sweepstakes Report.

In Youth competition, all points earned in Youth Shows and/or Open Shows will count for the Youth Sweepstakes, unless a youth specifically advises the Sweepstakes Recorder in writing that he/she wishes to compete for the Open Sweepstakes with points earned in Open Shows. This applies whether or not there is a sanctioned Youth show and whether or not the Youth exhibitor(s) show in sanctioned Open competition. Points earned in sanctioned Youth



competition will always remain in Youth Sweepstakes. Per ARBA Official Show Rules, Section 57, Youth may make entries in both Open and Youth classes with different animals.

All Sweepstakes calculation will be done and records will be kept by the official Palomino Sweepstakes Recorder.

2. Palomino of the Year:

A contest for Palomino of the Year for both Open and for Youth coinciding with the Sweepstakes year will be held. The winners will be determined from rabbit ear numbers contained in show reports submitted to the Palomino Sweepstakes Recorder. The winner will be based upon BOB, BOS, Best 6 Class &/or Runner up , and BIS wins as follows: BOB gets 2 points times the number of Pals shows; BOS gets 1 point times the number of Pals shows in that sex. Best 6 Class &/or Runner up and Best of Group will receive an additional 10 points, and BIS receives an additional 20 points (above the amount obtained for BOB plus Best 6 Class). In order to count, the show must be sanctioned with the ARBA and the National Palomino Rabbit Co-Breeders Association, and there must be at least 5 Pals shown with 3 exhibitors. The final tally and records will be kept by the official Palomino Sweepstakes Recorder.

3. Membership Contest:

Two contests will be held coinciding with the Sweepstakes year for the Pal members (Adult and Youth) recommending the most new members during the year. Standings will be maintained and determined by the Secretary. Each winner will be given a year's free single membership.

4. Registration Contest:

Two contests will be held coinciding with the Sweepstakes year for the Pal members (Adult and Youth) who have the most Palomino Rabbits registered during the year. A facsimile copy of the Registration Form must be furnished to the Secretary, who will maintain the record and determine the winners. Members will have until August 15<sup>th</sup> of each year, to submit registrations that were made before June 30 and the end of the contest/sweepstakes year. Each winner will be given a year's free single membership.

5. Sweepstakes and Pal of the Year – Open and Youth

Awards to be provided in the national sweepstakes contest are for:

1. Pal of the Year
2. First through Fifth place nationally overall.
3. First place only in Fur.

These awards coincide with the sweepstakes year (1 July through 30 June). The results will be determined by the Sweepstakes Recorder. Awards will be coordinated by the Secretary and Show Committee.