

BERNESE MOUNTAIN DOG CLUB OF SOUTH-WESTERN ONTARIO

STANDING RESOLUTIONS

(Appendix to the Constitution and By-Laws)

1. It is resolved that: The club colours shall be black, rust and white. (2009-07-26)
2. It is resolved that: All committee Chairpersons shall be governed by a list of duties laid out by the Club. Copies available from the Club Secretary.
 - a) It is resolved that: Rules governing the annual award for dogs owned by Club members shall be laid down in the Club Procedure. Copies available from the Club Secretary.
3. It is resolved that: Any purchase made in the name of the Club MUST have the bill submitted directly to the Club Treasurer or be paid for by the petty cash and voucher submitted to the Treasurer.
 - All receipts must identify the Club function or committee the purchase was for and have a general description of what was purchased.
 - The member who is to receive payment must sign all receipts.
 - Cash Advance vouchers cannot be held for longer than three (3) months and all vouchers must be balanced by fiscal year end.
4. It is resolved that: Any monetary transaction in excess of \$100.00 must first be reviewed by the Board of Directors for recommendation with full details to be presented to the membership. Expenditures by the Board of Directors that are greater than \$250.00 must be presented to the membership for approval.
5. It is resolved that: The signing officers on the Club Accounts shall be the following: Treasurer, President, Secretary, Vice-President with a minimum two (2) signatures required. No two members from the same household may be signing officers on the Club Accounts at the same time.
6. It is resolved that: Each Chairperson who will have monetary transactions in excess of \$100.00 must present to the Board of Directors a budget, detailing anticipated income and expenditures at least sixty (60) days prior to the event at which the funds are required. The Board of Directors must approve the budget before any funds may be advanced to the Chairperson. A final statement is required sixty (60) days following the completion of the event.
7. It is resolved that: A club member may receive monetary remuneration in the case where services rendered are in the capacity of CKC approved judge at the Club's CKC sanctioned events.
8. It is resolved that: On the voting, at the Board of Director's meetings, on any topic concerning Club affairs, each Director and Officer be named as voting for, against, abstained or absent. This chronicle to be made public via official club communication or immediate subsequent general meeting of the Club.
9. It is resolved that: The annual membership fees for the Club shall be as follows:

Single membership	\$25.00
Joint membership	\$40.00

A joint membership shall be applicable to two (2) or more members who live in the same residence and have the same mailing address. No membership fees apply to Honourary or Life memberships.
10. (a) It is resolved that: A member who has not renewed their membership and reapplies for membership within 2 years will not be required to have sponsors but may make application for membership. At the meeting immediately following the publication of their application, they will be voted on for Associate membership.
 - (b) It is resolved that: A member may make application with their membership renewal to add a spouse joint member without going through the normal membership application for adding the

spouse. Such application must include the appropriate additional membership fees and will automatically be accepted if disqualification conditions do not exist. (2015 06 14)

11. It is resolved that: 10% of the Club profit be donated to a non-profit organisation related to dogs if the Club's Financial Report at the Annual General Meeting shows a profit greater than \$5,000.00
12. It is resolved that: only a member having Ordinary membership status may borrow Club equipment. Requests to borrow equipment must be made to the Club Executive who will register such a loan with the Property Chairman. Approval of such a request will be at the discretion of the Executive and will depend on availability and value. Lost or damaged equipment while out on loan must be immediately repaired or replaced to the satisfaction of the Executive.
13. It is resolved that: All general and annual meetings will be conducted according to the Rules of Order as available from the Club Secretary.
14. It is resolved that: All Club members must register to join the Club's email list.
 - a) It will be the Zone Director's function to contact new members in their area to ensure they join the club's Yahoo! list after the Membership Chairman has sent the first invitation. (2014 12 07)
15. It is resolved that: Minutes of all general and executive meetings will be published and forwarded electronically to all Club members as soon as possible following the meeting.
16. It is resolved that: All Club members must keep a record of all Bernese Mountain Dogs owned and bred into the Berner-Garde database and update the data as practicable.
17. It is resolved that: General meetings of the Club, as far as the character and nature of the meeting permits, will be conducted according to the following order of business:
 - Roll call
 - Minutes of the last meeting
 - Report of the President
 - Report of the Secretary
 - Report of the Treasurer
 - Report of the Membership Co-ordinator
 - Report of Committees
 - Old business
 - New business
 - Adjournment
18. It is resolved that: Club membership renewal fees may be paid up to 4 years in advance. Members who choose this method of payment will not be affected by any membership fee increases during the years of prepayment. Should a member who has prepaid be expelled or resign from the club, no refund will be given. (2010 03 07)
19. It is resolved that: Perpetual trophies for BMDCSWO shows, trials and tests will not be accepted for any club award. (2011 06 24)
20. It is resolved that: All official club documentation including event applications and submissions must be co-ordinated through the Club secretary. This resolution will not apply in the case that a professional event secretary is hired to perform this work. (2014 03 09)
21. It is resolved that: The Club's official policy regarding Health & Welfare is for deaths in the immediate family of a member a donation of \$50.00 will be made to Berner-Garde. All other situations will be dealt with on an individual basis by the Club's Executive. (2014 06 22)
22. It is resolved that: Club Functions for the purpose of determining membership status are; Any event organised and held under the Club's name, club appointed positions such as Financial Auditor (if a member in good standing); Webmaster; Ways & Means Chair; active participant on an Ad Hoc Committee. (2015 06 14)

23. It is resolved that: Any club member who has hosts a general club meeting may recoup expenses for such a meeting for an amount totalling no more than \$50.00. Prior to receiving such funds, receipts must be submitted to the club treasurer. (2016 12 04)
24. It is resolved that: The information package that is forwarded annually to the Auditor will also be forwarded to the Secretary for inclusion with the Annual General Meeting Minutes. If there is any explanations required they will be provided with the information package. (2018 06 24)
25. It is resolved that: The Ribbon Inventory is to be reviewed yearly to ensure that ribbons are rotated through and used. This will be done at the Annual General Meeting. (2018 06 24)
26. It is resolved that: All judges are to be given thank you gifts at all trials and shows – standard amounts to be determined annually at the Annual General Meeting. (2018 06 24)
27. It is resolved that: Should any Judge be unable to partake in the lunch that is being offered at any events or show due to allergies, etc. they are to be given \$15.00 to purchase their own lunch. (2018 09 30)
28. It is resolved that: Judges expenses are to be capped at \$150 (which would be one overnight stay or receipts (expenses) capped at \$150.00. Sweeps Judges will be offered one night stay capped at \$150.00. (2018 12 09)