

**BY-LAWS
OF
THE UNITED STATES POLICE CANINE ASSOCIATION REGION XII, INC**

ARTICLE I

**The name of this corporation shall be THE UNITED STATES POLICE CANINE ASSOCIATION REGION XII,
INC**

ARTICLE II

PURPOSE OF THE CORPORATION

The purpose for which the corporation is formed are those set forth in its Articles of Incorporation. Namely,

1. To unite in a common cause all law enforcement agencies utilizing the services of the canine as an aid in the prevention or detection of crime;
2. To promote friendship and brotherhood between all those interested in the training and utilization of the canine in police work;
3. To endeavor to establish a minimum working standard and improve the abilities of the canine in police work, thereby rendering better service to the community;
4. To coordinate the exchange of ideas of any advanced training techniques utilizing police dogs;
5. To improve the image of the working police dog to the populace in general through improved public service in the prevention and detection of crime;
6. To aid and assist those law enforcement agencies making application for information concerning the establishment of canine sections within their respective departments;
7. To provide publication, information, and other assistance for law enforcement agencies and to collect and disseminate information on the use of animals in police work;
8. To borrow and raise money through solicitation, membership, or any kind of legitimate fund raising practices, in accordance with established rules and standards, and by virtue or licenses in such jurisdictions where the same is required for solicitation by non-profit organizations; and
9. To have and exercise all the general powers conferred by the laws of the State of Minnesota and by the laws of other states and jurisdictions wherein it may become authorized to conduct its affairs.

2. The purposes of the Corporation are promoted through educational programs, publications, training programs, and public service activities.

ARTICLE III

Section 1 - Membership

1. Full membership to this Association shall be open to any active full time paid law enforcement officer, Federal, State, County, or Municipal, who is a canine handler, trainer or administrator, pending approval of elected officers. This shall include members of the Military Police who may be canine handlers, trainer, or administrators.

- A. Full member to this Association who retires while being in good standing, or no longer is a canine handler, trainer or administrator shall retain the benefits of the Association.

2. Any full member may continue as such in the event that they enter military service and later returns to canine law enforcement on a full time basis.

3. An associate membership may be held in the Association under the following conditions:

- A. A person who trains canines for an established law enforcement agency.

- B. A retired (not a member at retirement) full time paid law enforcement officer, either Federal, State, County, or Municipal, who was a canine handler, trainer or administrator.

- C. Associate membership must have the approval of the Board of Directors.

- D. Associate membership shall have voting privileges but cannot hold a Board office.

4. An Honorary membership may be bestowed on a person for distinguish or meritorious acts in the field of canine service.

5. There shall be a special membership to the Association. These members shall be any person so designated by an Executive Board member. They will hold no office or have any other privileges that pertain to a full membership in the Association. A Special member shall be liable for dues or assessments. They may attend regular meeting and may be heard at the discretion of the President. They may not vote or have any other privileges that-pertain to a full membership in the Association.

6. Any member may be dropped from the Association for non-payment of dues, upon final conviction of any criminal charge, for any acts that might bring discredit to the Association or using the Association or its name for personal gain or profit. Upon notification in writing of any of these circumstances by at least two (2) members in good standing, to the Executive Board of the Association, the member shall be notified in writing of the circumstances charges. An investigation will be instituted by the

Association and a 2/3 vote of the Association at a scheduled meeting shall cause a member to be dropped from the membership rolls.

7. All applications for membership shall be in writing upon forms furnished for that purpose, and signed by the applicant, and accompanied by the prescribed fee. If the Executive Board so decides, applications may be referred to a committee for investigation.

8. An applicant, having been elected to membership by the Association, shall be notified and may present them self at the next meeting and subscribe to the following pledge:

"I, (members name), do hereby of my own free will, pledge upon my sacred honor to support the Articles and By-Laws of this Association. That I will obey the resolutions adopted from time to time, not incompatible with my oath as a police officer; and I further more promise that I will forward and defend the interest of this Association by all honorable means within my power."

9. Once an officer is elected, they will be allowed to complete their term if they are honorably retired.

Section 2 - Dues

1. The annual dues of the Association will be determined by the Board of Directors.

2. The yearly dues will be due January 1st of each year and will expire on December 31st, of the same year. Membership cards will be printed by the Association and issued to each member.

3. Upon application for membership in this association, the fees for that year will be collected and will cover the applicant's dues until January 1st, when the yearly dues again become due.

4. In January of each year, each Region and District will send to the National Director a list of members along with a per capita tax of \$25.00 for each member on the list. In July of each year, an amended list will be forwarded to the National Secretary. No person will be permitted to participate in any National Trials from a region that has not paid its per capita tax and forwarded and updated membership list.

5. Any member who shall fail to pay dues on or before the thirty-first (31st) day of December, or who should fail to pay assessments when due, and thereby becomes delinquent, shall be dropped from the membership roll, and thereby forfeit all claims against Association.

Section 3 - Civil Rights

The corporation shall comply with Title I of the Civil Rights Act of 1964, whereby no person on the grounds of race, color, sex, religion, age, national origin, marital status or sexual preference be excluded from participation in, be denied the due benefit of equal opportunity, or be subjected to discrimination under any program or activity conducted by the corporation.

ARTICLE IV

Fiscal Year

The fiscal year of the Corporation shall begin on the first day of January and end on the 31st day of December of every year, except that the first year shall begin on the date of Incorporation.

ARTICLE V

Section 1 - Annual Meeting

An annual meeting of the members shall be held. In order to vote at the annual meeting you must be a member in good standing. Notice of the meeting will be sent fifteen (15) days prior to the date set by the Board of Directors.

Section 2 - Special Meeting

Special meetings shall be called by the Board President, Executive Committee or 1/4 of the voting members. Written notice of such meetings of the members shall be given at least 15 days prior to the meeting. Such notice shall specify the place, day and hour and in the case of a Special Meeting, the purpose of the meeting.

Section 3 - Quorum

The presence at the meeting of members entitled to cast a vote shall constitute a quorum for any action except as otherwise provided in the Article of Incorporation.

ARTICLE VI BOARD OF DIRECTORS

Section 1 - Number

The Board of Directors shall consist of the officers and general board members. The Board consists of eight to fifteen members including the officers.

Section 2 - Term of Office

The Board members shall serve a period of 2 years with unlimited terms

Section 3 - Vacancies

Vacancies on the Board of Directors shall be filled through appointment by the President of the Board, subject to the approval by a majority of the Board of Directors. The new Board member will be chosen from the membership.

Section 4 - Removal

Any Director may be removed from the Board, with or without cause, by a majority vote of the members of the Board. In the event of death, resignation, or removal of a Director, their successor shall be selected by the remaining members of the Board, and shall serve for the unexpired term of their predecessor. Any Board of Director may resign from the Board at any time giving written notice to the Board, the President, or the Secretary.

Section 5 - Compensation

No Director shall receive compensation for any services they may render to the Corporation. However, any Director may be reimbursed for their actual expenses incurred in the performance of their duties.

Section 6 - Action Taken Without a Meeting

The Board of Directors shall have the right to take action in the absence of a meeting, which they could otherwise rightly take at a regular meeting, by first obtaining verbal/written approval of all Directors. Any action so taken shall have the effect as though taken at a meeting.

Section 7 - Absences

Any Director properly notified and not properly excused from attending a meeting shall after 3 consecutive absences be replaced by appointment by the Board.

ARTICLE VII

NOMINATION AND ELECTIONS OF DIRECTORS

Section 1 - Nomination

Nomination for election to the Board of Directors shall be made from the floor at the annual meeting.

Section 2 - Elections

Election of the board shall be by secret ballot mailed to the membership. If ballot is uncontested membership will cast a voice ballot. New Board members will take over at the beginning of the new term.

ARTICLE VIII

MEETING OF THE BOARD OF DIRECTORS

Section 1 -- Regular Meetings

Regular meetings of the Board of Directors shall be held at such place and hour as may be fixed from time to time by resolution of the Board. Notice need not be given to the membership.

Section 2 - Special Meetings

Special meetings of the Board of Directors shall be held when called by the President. or by any two Directors, after not less than three days notice to each Director.

Section 3 - Quorum

A quorum of the Board of Directors shall be in attendance to transact business of the Corporation. A quorum shall consist of a simple majority of said Board of which the President is a member. Every act or decision made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

ARTICLE IX

DUTIES OF THE BOARD OF DIRECTORS

It shall be the duty of the Board of Directors to:

1. Cause to be kept a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting or upon written request by $\frac{1}{4}$ of the membership.
2. Supervise all officers, agents, employees of this corporation and to see that their duties are properly performed.
3. Procure and maintain adequate liability and hazard insurance if necessary.
4. Cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate.
5. Approve all leases, contract, mortgages, notes, or other instruments of the corporation.

ARTICLE X

OFFICERS AND THEIR DUTIES

Section 1 - Officers and their Duties.

The officers of the corporation shall be:

President - who will preside at meetings and appoint committee's and committee chairpersons.
President must be an active canine handler.

Vice President - who will preside at meetings in the absence of the President.

Secretary - who shall record the proceedings of all meetings of the corporation, the Board of Directors and the Executive Committee; be custodian of all these records in a book provided for this purpose; shall give notice of meetings, shall keep the Seal of the Corporation (if any); shall sign all corporate documents when requested to do so; maintain a current list of all members and their current mailing addresses and shall have a copy of the by-laws available at all meetings for reference.

Treasurer - shall receive all dues, grants, pledges, contributions, proceeds of fundraising activities, and monies from any and all other sources whatsoever; be custodian of all funds of the corporation; maintain adequate financial records; deposit all monies received for the corporation in an account opened at the direction of the Board; make financial reports at the meetings; and make all financial reports as required to governmental bodies and agencies.

Section 2 - Election

The nomination of the officers shall be at the annual meeting of the membership.

Section 3 - Term

The term of the officers shall be for a period of two years. The President, Treasurer and General Board Member's terms will alternate with the Vice-President and Secretary. The President, Treasurer and General Board Members will be in office at the start of even years and finish at the end of odd years. The Vice-President and Secretary will be in office at the start of odd years and finish at the end of even years.

Section 4 - Resignation and Removal

Any officer may be removed from the office with or without cause by the Board. Any officer may resign at any time giving written notice to the Board, President or the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified and acceptance shall not be necessary to make it effective.

Section 5 - Vacancies

A vacancy in any office may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer they replace.

ARTICLE XI

COMMITTEES

The Board of Directors shall create committees as needed.

ARTICLE XII

BOOKS AND RECORDS

The books, records and papers of the Corporation shall at all time, during reasonable business hours, be subject to inspection by any member.

ARTICLE XIII

AMENDMENTS

These by-laws may be amended, at a regular or special meeting of the members, by a vote of a majority of a quorum of members present in person. In the case of any conflict between the Articles of Incorporation and these by-laws, the Articles shall control.

ARTICLE XIV

DISSOLUTION

In the event of dissolution of the corporation, any monies held by the corporation shall be given to a charitable non-profit corporation or organization. Funds will be distributed to any non-profit corporation or organization and may be selected by a democratic vote of the Board of Directors, provided such corporation or organization qualifies for Federal Income Tax Selection 501 (C) (3) status.

In witness whereof, we, being all of the directors of The United State Police Canine Association Region XII, Inc. have hereunto set our hands this 15th day of November, 2006