

# *Bylaws*

## *L-3 K-9 Club*

### *Greenville, Texas*

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## **Short Title: L-3K-9 Club, Greenville**

### **Article I - Name**

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#### **Section 1**

The L-3 K-9 Club will be a General Membership Club sponsored by the L-3 Integrated Systems-Greenville E-Club.

The name of the organization shall be: L-3 K-9 Club, Greenville, Texas.  
Commonly called the “L-3 K-9 Club” and herein referred to as the Club.

### **Article II - Purpose**

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#### **Section 1**

The purpose of this Club shall be to support a benevolent and social undertaking more fully defined as follows:

- a) Maintain an association of people with common interest in dogs.
- b) Promote participation of events with pets with safety, order, and responsibility towards our members, guest, and participants.
- c) Foster and promote the health and wellbeing of dogs in our community.
- d) Advertise and market pet events to the community.

### **Article III - Membership**

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#### **Section 1 - Eligibility**

- a) Any L-3 salaried or hourly employee that subscribes to the E-Club shall be eligible to be a member of this Club.
- b) Family dependents, relatives, and friends may be members of the club by paying membership dues but will not be allowed to hold the office of President or Treasurer. (Co-President will be allowed as long as one of the officers is an L-3 employee that subscribes to the E-Club.)
- c) No person having as a purpose, the overthrow the government of the United States, any of its political subdivisions, or have any harmful intentions towards L-3 Company shall be eligible for membership.

**Section 2 - Admission to Membership**

- a) Individuals requesting membership must fill out the L-3 K-9 Club Membership Application located in Appendix A and the L-3 K-9 Club Release Form located in Appendix B and submit payment of the required Membership dues.
- b) Candidates will be automatically enrolled in the Club once all items in step a have been received.

**Section 3 - Dues and Fees**

a) There will be an annual membership due collected at the beginning of each calendar year. Annual membership is from January thru December. The amount of the club dues is as follows:

- 1. Individual Membership with current E-Club Membership.....\$10/yr
- 2. Family Membership with current E-Club Membership.....\$20/yr
- 3. Individual Membership without E-Club Membership.....\$31/yr
- 4. Family Membership without E-Club Membership.....\$51/yr

Notes:

- A family member must be using the home address on the application as their primary residence.
- Children are welcome but children 12 years old and under must be supervised by a parent or designated guardian at all times.
- Age limitations may be required for some events. It will be the discretion of the Club Officers to set minimum age requirements for specific activities at such time they will occur.

**Section 4 - Privileges, Rights and Duties of membership**

- a) All members:
  - 1. Shall have the privilege to participate in all Club sponsored events.
  - 2. Shall have the right to vote in Club elections and other matters properly brought before the Club.
  - 3. Shall have the duty to uphold Club rules and regulations.
  - 4. Shall have the right to use Club training equipment.

## **Section - 5 Termination or Forfeiture of membership**

- a) Any individual may terminate membership at any time in writing to an officer of the Club. Any member who terminates membership automatically loses all privileges of using the Club's equipment and should return all borrowed items.
- b) Any officer may be removed by a two-thirds vote of the members in good standing present at a regular or any special meeting called for this purpose. These actions should constitute to be "extreme bad behavior". A chance to be heard should be given to the accused person to explain his actions. This could be in an open forum regular meeting or behind closed doors with the Board; nevertheless the two-thirds member vote prevails.
- c) Any member may be suspended from the Club for any cause deemed "extreme bad behavior" by the executive committee by a two-thirds affirmative vote of the members of the executive committee. Time will be given to the member to prepare his defense before presenting his case to the Board. At such meeting the member under charge will be accorded a full hearing, nevertheless a two-thirds vote of the Board prevails.
- d) Any member in good standing may prepare charges against any officer or member. Charges shall be in writing clearly stating the facts relied upon and accompanied by all affidavits or exhibits if necessary. Such charges shall be filed with any officer of the club, who will immediately notify the president. The president will call a meeting of the executive committee to hear the charges. Time will be given to the member to explain his actions. The Board will make a determination at this point. Two-thirds vote prevails.
- e) Appeals. Any member suspended or expelled by the executive committee may appeal to the full membership of the club. Such appeal shall be made in writing to an officer of the club who will notify the president. The president will call a special meeting of the club for the purpose of acting on the appeal. The president shall give at least fifteen days notice in writing to all members of the club in good standing stating the date, time, place and reason for such special meeting. At the meeting of the full club the president or his/her appointed officer will read the original charges, the supporting affidavits, and will read or display the accompanying exhibits, and will read the minutes of the special meeting of the executive committee at which the charges were heard. A full hearing will be given to the accuser and the accused. A vote will be taken by ballot of the members in good standing present and two-thirds vote shall be required to reverse the action of the executive committee.
- f) The L-3 K-9 Club directive shall notify all members of the club in good standing of the final decision taken regarding suspensions, expulsions, charges and actions taken towards the member.
- g) In summary; to expel a Board Official, two-thirds of the good standing Club member votes are needed. To expel a Club member, two-thirds of the Club Board Official votes are needed. Charges will be presented in writing to the Board and an opportunity to explain his/her actions are permitted in front of a regular or special meeting. Nevertheless, a two-third vote of the Board prevails.

## **Article IV - Financial transactions and Obligations**

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### **Section 1- Club expenditures**

Expenditures of Club funds shall be governed by the following procedures:

- a) The E-Club and the members of the E-Club K-9 Club will split the funds needed to operate the L-3 K-9 Club.
- c) If the Club is given monies to spend in different activities during the year, the board will decide how, when, where, who, and how much money will be spent at a given time. The Treasurer will keep receipts regarding specific costs and reason for the expense. The Club will be subject to audits at any time. The Treasurer shall keep a true and accurate record of expenditures of the Club. The Treasurer's statement shall be available for examination by all Club members at regular meetings.
- d) Any club member may present a request for expenditure to a member of the executive committee for consideration by the Board.
- e) No member shall request money from the E-Club in the name of L-3 K-9 Club but through the executive committee.
- f) The club will set up a checking account with the Credit Union and deposit all club funds in said account. A minimum of two signatures from the executive committee shall be required on all club checks

## **Article V - Meetings**

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### **Section 1**

- a) Regular meetings of the Club shall be held at least once a quarter (January, April, July, Oct). The October month will be for the purpose of nominating officers via emails, and the election itself will be during the actual meeting in October. Notice of the time and place of the meeting shall be given to all members in good standing not less than 7 days, if possible, prior to date fixed for holding of the meeting. The executive committee shall be responsible for establishing the place and time for meetings and notifying all members. Incoming officers shall take office at the first regular meeting in January.
- b) Special meetings. A special meeting of the Club may be held at any time upon the call of the president, executive committee, or upon demand in writing by any member to the Secretary, stating the object of the meeting. The issue will then be discussed by the Board and conduct a Club's meeting if deemed completely necessary. Notice of time, place and object of the same shall be given to all members in good standing not less than 7 days, if possible, prior to date fixed for holding of the meeting. The executive committee shall be responsible for establishing the place and time for meetings and notifying all members.
- c) Quorum. A quorum of a regular or special meeting shall consist of at least 50% of the executive committee and the members of the Club in attendance at that meeting.
- d) Any votes or final decisions made by the club may be conducted via e-mail and a proxy vote may be entered.

## **Article VI - Officers**

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### **Section 1**

a) The officers of this Club shall be President, Co-President or Vice-President, Secretary, Treasurer and Activities Coordinator, who, when acting together, shall constitute the executive committee, other times named Board. The positions of President and Treasurer are REQUIRED positions, all other positions are optional. Charter officers will volunteer for a position of service for one year. After the first year, President, Vice-President, Secretary, Treasurer and Activities Coordinator shall be elected by the majority vote of the members in good standing.

b) The Board shall have general supervision and control of all the Club activities.

c) Meetings of the executive committee shall be held regularly at such time and place as the executive committee may determine. Special meetings of the executive committee may be held at any time on call of the President or on demand by two members of the executive committee.

d) Three fifths of the executive committee shall constitute a quorum of the executive committee.

e) A vacancy in the executive committee shall be filled by nominations via emails or at the next regular or special Club meeting with elections to be held at the following regular or special Club meeting.

f) The executive committee has the authority to appoint an interim officer to perform the specific duties of the appointed office until that office can be filled by an election.

## **Article VII - Duties of Officers**

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### **Section 1**

- a) President. The President shall preside at all meetings of the Club and of the executive committee. He shall be a member ex officio of all regular and special committees, and shall perform all such duties as usually pertain to his office. The President shall appoint standing or special committees as may be required by the bylaws or as he may find necessary. The President must be an E-Club member.
- b) Vice-President. The Vice-President shall perform the duties of the President in his absence or at his request, and shall perform other duties as assigned by the President. He shall provide responsible oversight of all of the club's capital money in conjunction with the E-Club.
- c) Secretary shall conduct all official correspondence pertaining to the Club and shall maintain a complete record of all correspondence and transactions. He or she shall keep a true record of all meetings of the executive committee and Club. Also have custody of mail and papers pertaining to the Club, the same with all receipts and warranties.
- d) Treasurer shall keep receipts regarding specific costs and reason for the expense. The Treasurer shall keep a true and accurate record of expenditures of the Club. The Treasurer's statement shall be available for examination by all Club members at regular meetings. The Treasurer must be an E-Club member.
- d) Activities Coordinator. The activities coordinator shall be responsible for planning, coordinating, and implementing the events program of the Club. He or she shall interface as necessary with external entities to schedule activities and facilities as required to fulfill the objectives, requests and decisions of the membership. Will work closely with the E-Club and will keep the E-Club updated on all Club activities and schedules during the year.

## **Article VIII - Duties of Members**

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### **Section 1**

- a) To be present at as many meetings as possible. If not possible, then to give the Board and members of the Club input via emails that would benefit the organization. Feedback and ideas of how to make things better will always be welcome.
- b) To praise the organization, its members, and the events they sponsor wherever and whenever possible to keep the motivation and high spirit growing within our Club. Constructive criticism is also welcome as long as it is respectful and an honest, truthful, and thoughtful solution to the problem has been tried.
- c) Any member having a problem with another member shall discuss it between them first. Members should try to solve the problem at the lowest level, but if the problem is not resolved, members can address it in writing for the consideration of the Board, who will take immediate action after a decision is made.

## **Article IX - Safety Practices**

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### **Section 1 - General**

- a) Always wear proper attire while participating in Club events.
- b) Follow the rules and regulations at all events.
- c) Keep you dog on leash or in confinement pen at all events unless special arrangements have been made.
- d) You are responsible for cleaning up after your dog. Please be polite and pick up after your animals!
- d) Be aware that circumstances may require additional rules unique to a particular situation. Every member is responsible for their own safety and the safety of others.

### **Section 2 - Minimum Safety Practices**

- a) Follow all general rules stated above and all other rules inherent to the Club events.

## **Article X - Amendments**

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### **Section 1**

- a) Any proposed amendments to these bylaws may be introduced by any member of the Club at any regular meeting or special meeting and submitted to the Board. A copy of any proposed amendment shall be provided to the general membership at least ten (10) days prior to the meeting during which the vote will be taken. The vote could be submitted in a meeting or via email. A 2/3 majority vote of the members will be necessary to pass a proposed amendment.

## **Article XI - Dissolution of Club**

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### **Section 1**

- a) The club may dissolve itself by 2/3 vote of the current club members and executive committee.
- b) All club assets, if any, will be liquidated and any remaining funds will be returned to the E-Club.

Signature Approval:

\_\_\_\_\_  
President or Co-President      Patsy Trepte      \_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President or Co-President      Tina Colley      \_\_\_\_\_

\_\_\_\_\_  
Treasurer      Diane Garner      \_\_\_\_\_

\_\_\_\_\_  
Secretary      Kevin Millard      \_\_\_\_\_

\_\_\_\_\_  
Activities Coordinator      Maria McDougle      \_\_\_\_\_

## **APPENDIX A:**

### **L-3 K-9 Club Membership Application**

(see next page for application)

# L-3 K-9 CLUB

## Membership Application / Renewal

L-3 K-9 Club membership dues are paid **annually** and are renewable each JAN 1st.

**Membership Dues (Circle One):**

**L-3 Employee Club Member:        \$10/year (Individual)    \$20/year (Family)**

**Non-L-3 Employee Club Member:    \$31/year (Individual)    \$51/year (Family)**

<b>Personal Information</b>	
Name:	
First	MI      Last
Address:	
Street	
City	State                      Zip
Home Phone:	Work Phone:
Date of Birth (optional):	CBN (L-3 Employees only):
Employee Club Member?	Clock Number (L-3 Employees only):
Yes /      No	
E-Mail Address:	
<b>Membership Information</b>	
Additional Family Members :	
Name:	E-Mail:
Name:	E-Mail:
Name:	E-Mail:
Name:	E-Mail:
Name:	E-Mail:

## **APPENDIX B:**

### **L-3 K-9 Club Release Form**

(see next page for release form)

# L-3 K-9 Club RELEASE FORM

The undersigned, resident of the City of \_\_\_\_\_ County of \_\_\_\_\_, State of Texas, in consideration for the right to enter into and on to the premises of L-3 Integrated Systems, Greenville Division, or to participate off these premises in an L-3 Integrated Systems-Greenville E-Club sponsored activity of L-3 K-9 Club; which activity is not associated with or under the auspices of L-3 Integrated Systems, Greenville Division, but is a private association sponsored by the L-3 Integrated Systems-Greenville E-Club, Inc., voluntarily and knowingly executes this release with the express intention of affecting the extinguishment of obligations are designated herein.

The undersigned, with the intention of binding himself, family members, his heirs, executors, administrators, and assigns does hereby expressly release and discharge the L-3 K-9 Club, L-3 Integrated Systems-Greenville E-Club, Inc., L-3 Communications, and it's lessor City of Greenville, Texas, their executors, administrators, successors and assigns from any and all claims, demands, actions, judgments and executions which the undersigned ever had, now has, or may have, known or unknown, or which the undersigned family members, heirs, executors, administrators, or assigns may have, or claim to have against L-3 K-9 Club, L-3 Integrated Systems-Greenville E-Club, Inc., L-3 Communications, and the City of Greenville their executors, administrators, successors and assigns for all personal injuries, known or unknown, and injuries to property, real or personal, caused by or arising out of my participation in subject activity on the Greenville property or off the Greenville property at an L-3 Integrated Systems-Greenville E-Club sponsored activity of the L-3 K-9 Club.

I, the undersigned have read this release and understand all its terms. I execute it voluntarily and with full knowledge of its significance.

Member's Name (printed): \_\_\_\_\_

Family Member Name: \_\_\_\_\_

Family Member Name: \_\_\_\_\_

Family Member Name: \_\_\_\_\_

Family Member Name: \_\_\_\_\_

Family Member Name: \_\_\_\_\_

Member's Signature: \_\_\_\_\_ Date: \_\_\_\_\_