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CONSTITUTION AND BY-LAWS IOWA STATE RABBIT BREEDERS ASSOCIATION, INC.

New revised 4/4/2009

CONSTITUTION

ARTICLE 1

NAME

Section 1 The name of this association shall be Iowa State Rabbit Breeders Association, Inc. (I.S.R.B.A.).

Section 2 An affiliated club is defined as: An Iowa State Rabbit Breeders Association Chartered Club, said charter fee shall be \$10.00 per year, paid December 31st of each year.

ARTICLE 2

PURPOSE

Section 1. To promote, encourage and develop the rabbit industry.

Section 2. To create markets for stock, meat, fur and by-products and to present shows for rabbits and cavies.

Section 3. To promote research within the industry.

Section 4. To assist in securing and enforcing of legislation regulating the industry.

Section 5. To carry on such and further activities as may properly come before this organization.

Section 6. This association shall be affiliated with the A.R.B.A..

ARTICLE 3

MEMBERSHIP

Section 1. Any person may become a member of this association by payment of the annual dues, such to accompany the application for membership.

ARTICLE 4

OFFICERS

Section 1. The officers of this association shall be President, Vice-President, Secretary-Treasurer and one director from each affiliated club.

ARTICLE 5

AMENDMENTS

Section 1. Proposed amendments and changes to the constitution must be submitted in writing to the Constitution and By-Laws Committee for consideration.

Section 2. Proposed amendments and changes shall then be submitted in writing by the committee to the Secretary-Treasurer to mail to the Board of Directors for their approval. A two-thirds (2/3) majority vote of the Board of Directors shall be needed for publication in the Hawkeye News.

Section 3. Not sooner than thirty (30) days later, the entire membership shall be given the opportunity to vote on the proposed amendments and changes by mail ballot which may be included with the officers' election ballots. A two-thirds (2/3) majority vote of the ballots received shall be required for the adoption of an amendment or change to the Constitution.

BY-LAWS

Be it resolved that the following By-Laws be adopted by the Iowa State Rabbit Breeders Association, Inc., this third of May 1958. Revised May 1964; May 1966; May 1967; May 1972 January 1977; January 1979; June 1981; January 1983; December 1983; June 1987; June 1988; May 1990; May 1998; June 1998; March 2009.

DUTIES OF OFFICERS

President

The president shall preside at all meetings of this association, appoint all committees, call all special meetings, perform all other duties as usually pertain to his/her office and directed to do by the Board of Directors. He/she shall have such other duties as may be conferred upon him/her from time to time by the Board. He/she shall cause his/her name or signature to be recorded on the bank records and empowered to draw on the account in the event of the illness or inability of the Secretary-Treasurer. He/she shall act as chairperson of the Board of Directors.

Vice-President

The Vice-President shall perform the duties of the President in his/her absence, illness, or inability to act.

Secretary-Treasurer

The Secretary-Treasurer shall devote sufficient time and attention to the duties as may be conferred upon him/her from time to time by the president or Board of Directors, keep an accurate record of minutes of all meetings, file all papers and documents relating to the business of this association, and have custody of all papers, books, and items relating to his/her office. He/she shall consummate all communications as directed or necessary between this association and its members and prepare all forms and documents which may be required; keep an accurate record of the membership, and assist the auditing committee in the annual audit of his/her office. He/she shall receive all money due this association, pay all bills, keep an accurate record and prepare a semi-annual report of the financial condition of the association to be published in the "Hawkeye News". He/she shall then keep the editor of the "Hawkeye News" current as to members and for addresses for his/her mailing list. The Secretary-Treasurer shall be a member of the Board of Directors. He or she shall be bonded to protect the finances of this Association. Bond to be paid by State Association.

Director

The Director or Alternate of all affiliated clubs of the Iowa State Rabbit Breeders Association, Inc. will be members of the Board of Directors and will meet at the call of the Secretary-Treasurer by order of the President. They will have charge of various business transactions, authorize the expenditure of moneys by and for this association, pass on all special legislative matters. They shall also interpret the By-Laws of this association. If a director is unable to attend a board meeting, his/her alternate will act in his/her behalf with full powers of a director.

Retiring Officers

The retiring President will name the time and place of the June meeting of the Board of Directors and will install and instruct all newly elected members as to the duties of their offices under the heading of New Business. The meeting will be called at the earliest time possible in June of each year, at a place centrally located in the state, and the session will be opened by the previous year's President. All papers, books, and records will be turned over to the new officers, fully audited, said audit to be as near the last day before the meeting as possible.

Vacancies

If the President can not serve for the term he/she is elected to, the Vice-President shall assume the duties of President. If the Vice-President cannot serve for the term he/she is elected the position will be appointed by the President. If the Secretary-Treasurer can not serve for the term he/she is elected the position will be appointed by the President.

Article 1

Membership

Section 1. The dues of the Iowa State Rabbit Breeders Association, Inc., shall be \$10.00 per year for individual membership, Two party, same address \$13.00, Youth \$6.00 Family \$13.00 with each youth \$2.50 and shall be payable January 1st of each year and expire on December 31st. A person joining after June 1st of each year shall pay Individual \$6.00, Youth \$4.00; Two party, same address, or Family \$8.50 with each youth \$2.50. Membership includes subscription to Hawkeye News. There shall be a 30 (thirty) day grace period before any member shall be declared delinquent. Local Clubs may affiliate upon payment of \$10.00 dues plus \$9.50 for individual membership, \$12.50 for family plus \$2.50 for each youth providing they are not already ISRBA members. To obtain this affiliation rate, all members of local club must join.

Section 2. Non-member subscription rates of "Hawkeye News" shall be \$15.00 per year, subject to cost increase in printing.

Life Membership Rules

Section. 3.

1. Raised rabbits for fifteen (15) years.
2. To be an Iowa State Member in good standing for fifteen (15) years.
3. To be at least fifty (50) years of age.
4. To has served on the Iowa State Association by being a director, or held an office.
5. To submit a letter written and signed by three members not related to the person being nominated and able to give proof for the rules above.

Article 2

Elections

Section 1. Any member having held membership in the Iowa State Rabbit Breeders Association, Inc. for one (1) year and desiring to become officer must obtain a petition from the Secretary-Treasurer. This petition must be signed by twenty-five (25) members who are in good standing with this association. Petition to be filed with the Secretary-Treasurer by January 15th. Only members who have complied with these requirements will be placed on the official election ballot. Secretary-Treasurer will furnish a complete membership list to the election committee along with printed ballots and envelopes with stamps. Ballots have the names of the candidates for each office and a space for write-in candidates. Ballots must be mailed to the membership regardless of the number of candidates seeking office. Election committee will send ballots to all paid members as of January 31st. Election committee will send ballots to membership by March 5th. Ballots to be postmarked by March 20th. Election committee shall tabulate and certify the count to the President and Secretary-Treasurer. The person in each office receiving the highest number of votes shall be declared elected with not more than one officer being elected from any one affiliated club. Any member can hold only one office at a time. Secretary-Treasurer will notify those elected officers by Certified Mail. In case of ties the Board of Directors will dissolve ties. Any member serving on the election committee cannot be elected to office.

Section 2 Each affiliated club shall select one director and alternate to represent them on the State Board. Each club will notify the State President and Secretary-Treasurer by January 1st of their results of their selection.

Section 3 Term of office for 1989 President – 2 years, Vice President – 2 years, Secretary-Treasurer 1 year. When this term expires all officers to be elected for 2 year terms. The President and Vice-President one year the Secretary- Treasurer the next.

Article 3

Committees

Section 1 President and Secretary-Treasurer shall be ex-officio members of all committees.

Section 2 The amount of indebtedness, which may be incurred by a committee shall in no case exceed the amount appropriated for its use by the Board of Directors.

Article 4

Meetings

Section 1 There shall be two (2) membership meetings per year; one to be held in June of each year when the Board of Directors has its regular meeting and the new officers who are elected are installed by the outgoing President; the other meeting to be held in conjunction with the Iowa State show.

Section 2 The President may call a special meeting if requested in a written petition signed by five (5) members of the Board of Directors or twenty (20) members in good standing. The transaction of business at any special meeting shall be confined to the business for which it was called.

- Section 3** All members must be notified in writing at least two (2) weeks preceding any special meeting.
- Section 4** Ten (10) members in good standing shall constitute a quorum. Five (5) members of the Board of Directors shall constitute a quorum.
- Section 5** In the absence of the President and Vice-President, the members present, if there is a quorum, may appoint a temporary chair-person for the meeting and business transacted shall be deemed regular.
- Section 6** In the absence of the Secretary-Treasurer, the presiding officer may appoint an acting secretary to act for the meeting.
- Section 7** Roberts Rules of Order shall govern all meeting of this association and the Board of Directors, except when in conflict with the Constitution and By-Laws of this association.
The order of business for all meetings of this association shall be, except when otherwise determined by a majority vote of those present:
- a.) Reading and correction of the previous meeting
 - b.) Treasurer's Report
 - c.) Report of the Board of Directors
 - d.) Report of Committees
 - e.) Unfinished Business
 - f.) New Business
 - g.) For the good of the association
 - h.) Adjournment
- Section 8** If no quorum shall be present, the presiding officer shall adjourn the meeting to a time and place fixed by the presiding officer.

Article 5

Discipline of Membership

- Section 1** The interpretation of the Board of Directors of the Constitution and By-Laws, rules, regulation, notices, resolution, documents, and orders shall be binding on all members and those enjoying the privileges of this association.
- Section 2** The Board of Directors may suspend or expel by a two-thirds (2/3) majority vote any members of the association for conduct which in its judgment warrants such punishment.
- Section 3** An appeal from the ruling of the Board under Section 1 and 2 of this article may be taken to the membership at the next regular meeting following such ruling. A two-thirds (2/3) majority vote of those present shall be needed to overrule the decision of the Board of Directors.
- Section 4** Each member shall be entitled to one vote provided they're in good standing as of February 15th of current year.

Section 5 The "Hawkeye News" shall be deemed the official Paper. Any notices of meetings, etc. shall be printed in the "Hawkeye News" and this shall constitute the official mailing any change of address should be reported to the association Secretary.

Article 6

Amendments

Section 1 Proposed amendments and change to the By-Laws must be submitted in writing to the Constitution and By-Laws Committee for consideration.

Section 2 Proposed amendments and changes shall then be submitted in writing by the committee to the Secretary-Treasurer to mail to the Board of Directors for their approval. A two-thirds (2/3) majority vote of the Board of Directors shall be needed for the publication in the "Hawkeye News".

Section 3 No sooner than thirty (30) days later, the entire membership shall be given the opportunity to vote on the proposed amendment and changes by mail ballot which may be included with the officers' ballots.

Article 7

Officer's Salary

Section 1 He/She will receive 15% of all proceeds except the State Show coming into his/her hands and 5% of the State Show. Secretary's salary may be changed as to its percentage at any regular meeting of the Board of Directors.

Article 8

Hawkeye News

Section 1 The Hawkeye News shall be deemed the official paper. Any notices of meetings, etc., shall be printed in the Hawkeye News and this shall constitute the official mailing. Any changes of address should be reported to the association Secretary-Treasurer.

Section 2 The Hawkeye News shall be printed and mailed between the 15th and the 20th of the following months: February, April, June, August, October and December. All correspondence shall be received by the 1st of the above months.

Section 3 Editor of the Hawkeye News shall be a member in good standing, appointed by the President with the approval of the Board of Directors and salary be determined by the Board.

Section 4 Editor is to print and mail the Hawkeye News as per Section 2, and any other association, printing as authorized by the President or Board.

Section 5 Editor shall maintain all printing and related equipment owned by the association and upon his/her expiration turns it over to the new Editor or Board of Directors.

Section 6 However the Board may set up an account for supplies.

Iowa State Rabbit Breeders Association Inc.
Sweepstakes Rule

Annual State Show

- Section 1** The Annual Iowa State Rabbit Breeders Association Inc. rabbit show will be sponsored by the Iowa State Rabbit Breeders Association Inc. in the middle of the state if possible. President to appoint a show committee.
- Section 2** Sanctions for the various breeds will be obtained by the State Secretary-Treasurer.
- Section 3** The Iowa State Rabbit Breeders Association Inc. shall secure sanctions provided fifteen (15) or more are shown in the breed the previous year. Any breed less than fifteen (15) may be sanctioned if the breeders pay the sanction fee and specials required for the breed. Those breeds meeting the requirement shall be sponsored by the association (sanction fees and specials) the following year.
- Section 4** The president shall appoint a committee to select judges for the Annual State Show and send bid forms and obtain confirmation of the selected judges, reporting back to the President. Judges fees shall be paid from the funds of the association.
- Section 5** The board of directors will have the final decision of awarding the location, date and time of year for the annual state show. Location, judges and date of show to be selected by the board of directors one (1) year in advance.
- Section 6** The Iowa State Rabbit Breeders Association Inc. shall receive all profits and annual deficits from the annual show.
- Section 7** No sanction will be granted one (1) week preceding or one (1) week following the annual State Show.

March 2009

Iowa Sate Rabbit Breeders Association Inc. Sweepstakes Rules

Any local club chartered with the Association by consent of the Secretary-Treasurer may hold an official State approved show under the following conditions:

- A. Applications for State Sanctions must be prior to the show. All shows must be governed in accordance with the official rules of the A.R.B.A.. A.R.B.A sanction numbers must accompany sanction fee and request.
- B. All sanctioned I.S.R.B.A. shows must be at least 100 miles apart, if held on the same date, except fairs, agricultural expositions and shows held the same date and same location in conjunction with other shows, unless agreed upon by all clubs involved. The distance is to be measured by drawing a straight line from the town of one show to the town of the second show.
- C. Local club must print the following in their catalog: The Iowa State Rabbit Breeders Association Inc. (Secretary-Treasurer's name and address) offers special ribbons for Best of Breed on all breeds having five (5) or more entries. Display points at this show shall count towards "The Iowa Rabbit Breeders Annual Sweepstakes", an exhibitor must be a member or join before the judging starts. Individual membership is \$10.00 per year, Two party, same address \$13.00, Youth \$6.00, Family 13.00 with each youth \$2.50. ½ year dues June 1 to Dec 31-Individual \$6.00, Youth \$4.00, Two party, same address, or family \$8.50 with each youth \$2.50. All memberships run from January 1st –December 31st. Non-residents of Iowa who wish to join the Iowa State Rabbit Breeders Association Inc. may do so by joining an Iowa State Rabbit Breeders Association member club, who's Treasurer will forward dues to the I.S.R.B.A. Inc. secretary-Treasurer. Said dues to enable associate member to participate in I.S.R.B.A. Inc. sweepstakes and includes subscription to the "Hawkeye News". Said dues to run from January 1st to December 31st to coincide with the sweepstakes.
- D. Points for rabbits and covies cannot be lumped together for obtaining sweepstakes points.
- E. Show secretary must send the Sweepstakes Recorder, within 30 days following the show a list of names and number of points earned each exhibitor on the official Sanction Forms.
- F. A sanction fee of \$10.00 is to be charged (Youth show included), this is to include a quarter page ad in the Hawkeye News, if clubs wish, more ads may be placed at regular rates: Ten cents (\$.10) of every rabbit and cavy, meat pen, single fryer and fur entered in a state sanctioned show shall go to the Iowa State Rabbit Breeders Association Inc. to be placed in the general fund for the purchase of Sweepstakes awards to be presented at the State Convention Banquet.
- G. Iowa Sweepstakes Contest runs from July 1st to June 30th.

- H. All 2 in 1 shows shall be able to obtain sanctions with state for sweepstakes points for the second show. Specialty clubs shall be able to sanction with the state. for sweepstakes points. These shows may be at the same day as another show as long as held at the same location.. Specialty clubs may affiliate with I.S.R.B.A Inc upon payment of a charter fee of ten dollars (\$10.00).
- I. Iowa State Sanction may be issued to two (2) local Iowa State chartered clubs holding separate shows on the same day at the same location with each hiring its own judges and running its own show.

March 2009