

## **American Cavy Breeders Association Constitution**

### **ARTICLE I (NAME AND AFFILIATION)**

Section 1. The name of this nonprofit organization shall be the AMERICAN CAVY BREEDERS ASSOCIATION, INC. (ACBA).

Section 2. This Association shall be affiliated with the AMERICAN RABBIT BREEDERS ASSOCIATION (ARBA) as a National Specialty Club. It shall maintain that affiliation by meeting the requirements of said Association and paying the required dues.

Section 3. This Association shall bear a Certificate of Incorporation as a Not-for-profit Corporation. Incorporation shall be within the state of the ACBA Headquarters.

### **ARTICLE II (OBJECTIVE)**

Section 1. To promote, encourage and develop the cavy fancy, in accordance with the purposes and aims outlined in the articles of incorporation to the mutual benefit of all concerned.

Section 2. To hold an annual specialty for its members and meetings of its members and Board of Directors for corporate purposes.

### **ARTICLE III (HEADQUARTERS)**

Section 1. The headquarters of the ACBA shall be located within the office of the Secretary.

### **ARTICLE IV (MEMBERSHIP)**

Any person engaged in raising cavies, or any person interested in cavies may become a member of this association by payment of dues currently set by the Board of Directors. Such payment to be made at time of application for membership, and is renewable by payment of like amount each year thereafter. Memberships will be in the form of Adult, Youth or Family, and can be for a one-year period or three-year period.

### **ARTICLE V (OFFICERS)**

The elected officers of this association shall be a President, Vice-President, and nine (9) district directors. The President, Vice-President and nine (9) district directors shall be elected by and from the membership. The elected officers shall serve for a term of 2 years. The offices of Secretary and Treasurer shall be appointed by the President and approved by the Board of Directors. The officer positions of Secretary and Treasurer may be combined if so desired. All officers of this association shall be members of the ARBA and the ACBA.

### **ARTICLE VI (DUTIES OF OFFICERS)**

Section 1. The President shall preside at all meetings and act as chairperson of the Board of Directors, appoint all committees, call special meetings of the Association or of the Board of Directors, perform other duties pertaining to the office, and have such other authority as may be conferred upon him/her by the Board of Directors. The president shall be an ex-officio member of the Board of Directors and of all committees.

Section 2. The Vice-President shall have the same duties as those of the President, in the event the President is absent or unable to carry out the duties of office for any reason. The Vice-President shall be an ex-officio member of the Board of Directors.

Section 3. The Secretary shall keep all records of the Association, keep the minutes of all meetings, keep a record of the members, and collect such funds as directed by the Board of Directors, accounting for and delivering to the Treasurer. The Secretary shall be an ex-officio member of the Board of Directors.

Section 4. The Treasurer shall collect all monies due the Association, keep an accurate record of such funds, make payments as directed by the Board of Directors, and make a report of his/her actions at each meeting. The Treasurer shall be an ex-officio member of the Board of Directors.

Section 5. The Board of Directors shall have charge of the business affairs and transactions of the Association, make contracts in the name of the Association and interpret any rules, regulations or By-laws in question.

#### ARTICLE VII (MEETINGS)

Section 1. The Association shall meet semi-annually, at the occurrence of the ACBA Specialty and the ARBA National Convention. The Board of Directors shall also meet semi-annually, at the occurrence of the ACBA Specialty and the ARBA National Convention. The President may request regular or as needed online meetings with the Officers and the Board of Directors and/or anyone they deem necessary regarding ACBA business.

Section 2. A quorum for the Association meeting shall consist of at least twenty (20) voting members of the Association, who are in good standing. A quorum for the Board of Directors meeting shall consist of at least six (6) of the members of the Board.

Section 3. The order of business for Association meetings and for Board of Directors meetings shall be:

- Call to order
- Roll Call
- Reading of previous minutes
- Reports of Officers and Committees
- Unfinished business
- New business
- Good of the fancy
- Adjournment

#### ARTICLE VIII (AUTHORITY)

The interpretation of the Constitution, By-laws and all rules and regulations, and other matters affecting the Association is vested in the Board of Directors.

#### ARTICLE IX (AMENDMENTS)

Section 1. The membership may amend or appeal this Constitution or portions thereof.

Section 2. A petition to amend must be signed by at least twenty-five (25) members in good standing. It must state the Article and Paragraph to be amended, and include full replacement language. It must then be sent to the By-Laws Chairperson.

Section 3. The By-Laws Chairperson shall present the petition to the Board of Directors within 30 days of receiving said petition.

Section 4. Upon receipt of the petition by the Board of Directors, the Secretary shall submit the amendment to the membership in the next scheduled ACBA Journal. The Secretary shall cause a ballot for the proposed amendment to be sent out with the next election ballot via postal mail or online voting.

Section 5. A two-thirds majority of the members voting shall be required to alter or change the Constitution.

Section 6. Any Amendment will become effective upon passage, or at such time as specified within the Amendment.

Section 7. This Constitution in its entirety, may be replaced by this same process, with a complete replacement Constitution included in the aforementioned petition.

#### ARTICLE X (PASSAGE OF THIS DOCUMENT)

Section 1. Upon approval of the Constitution by the membership, in accordance with the current Constitution, this new Document of Constitution shall be effective November 1st, 2023, and bear this date on all printing of this document.

Section 2. This Constitution shall invalidate and supersede all previously honored Constitutions of the AMERICAN CAVY BREEDERS ASSOCIATION.