

# **OSRBA Constitution**

## **OHIO STATE RABBIT BREEDERS ASSOCIATION, INC.**

ADOPTED 8-2-53 REVISED 9-23-65, 3-3-68, 10-18-70, 4-15-78, 6-5-88, 5-20-90, 5-1-2005, 5-7-2006, 5-6-2007

### **ARTICLE I NAME**

The name of the organization shall be THE OHIO STATE RABBIT BREEDERS ASSOCIATION, INCORPORATED.

### **ARTICLE II OBJECTIVES**

1. To stimulate the exhibition of rabbits and cavies through a coordinated program of shows held under the joint sanction of the AMERICAN RABBIT BREEDERS ASSOCIATION (ARBA) and the OHIO STATE RABBIT BREEDERS ASSOCIATION, INC. (OSRBA)
2. To coordinate the effects of all the clubs in the state of Ohio behind a project that can be achieved better on a state-wide basis.
3. To encourage and promote the breeding of rabbits and cavies in the state of Ohio through the sharing of marketing and breeding experience.
4. To promote interests of American Rabbit Breeders Association

### **ARTICLE III MEMBERSHIP**

1. Any organized rabbit and/or cavy club in the state of Ohio, chartered with the ARBA and meeting the rules and regulations of the association is eligible for active membership. ARBA chartered fair associations are not eligible to join OSRBA.

### **ARTICLE IV DUES**

1. The basic club dues for active members in this association shall be fifteen (\$15.00) dollars annually, payable at the time of joining or during the month of January each year.
  - 1a. If any club having dropped their membership for a period of one year chooses to rejoin OSRBA a reinstatement fee of an additional fifteen (\$15.00) dollars must be paid.
  - 1b. Only adult club delegate or alternate can vote on items brought up at the Annual Meeting.

2. An individual may join OSRBA as an associate member for a fee the same as club dues listed in Article IV Section 1. This member would receive the Update each time printed. An individual member would not have a vote in club business but could, if elected hold office of President, Vice President, Secretary, Treasurer, executive Director, or Youth Club Adult Advisor.
3. An individual living out of the state of Ohio may join OSRBA for a fee the same as club dues listed in Article IV Section 1. This member would receive the Update each time published, complete in the Sweepstakes, but would have no vote, nor be able to hold an office.
4. Youth Clubs and youth individuals may become members of the OSRBA for a fee the same as clubs listed in Article IV Section 1. No youth can vote nor hold an office in the OSRBA

## **ARTICLE V OFFICERS**

1. The Officers of the Association shall be: President, Vice President, Secretary, Treasurer, Executive Directors, and Youth Club Adult Advisor.
2. The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, (7) Executive Directors, and the Youth Club Adult Advisor. The President, Vice President, and Executive Directors are to be elected by an official mail ballot to each Member Club of the Association in good standing on the election date.
  - 2a. The OSRBA youth shall elect a Youth Director at the Convention each year. This Youth Director has no vote. His/her responsibility will be to represent the Youth in OSRBA, expressing to the Executive Board the opinions of the youth with regard to issues at hand.
  - 2b. President, Vice President, and Executive Directors shall be elected from the list of nominees who have submitted valid petitions for each position.
    - a. Those seeking these offices must submit a written request for a petition to the Secretary by February 1st of the year the position will be elected
    - b. Petitions must be signed by 5 (five) members in good standing of the Ohio State Rabbit Breeders Association
    - c. Petitions must be submitted to the Nomination Committee Chairman, appointed by the President, by February 10th of the appropriated year for election to the office sought.
    - d. To be eligible for the election a candidate must be a member of the Ohio State Rabbit Breeders Association, be a resident of Ohio, be 19 years of age or older, live in the correct geographic area if such a position is sought, have the required number of valid signatures on their petition and meet deadline requirements. Nominations Committee to validate all petitions.

- e. In the event no petitions are received for an office the Nominations Committee shall secure a qualified candidate and have a petition completed and filed by February 25th .
  - f. The Nominating Committee shall present a list of valid nominees for each position to the Secretary. The Secretary shall place the name of the member appearing on the petition, and the office for which He/She is a candidate, on the election ballot. Election ballots shall be mailed by March 10th of each year to each Member Club of the Association in good standing on that date. The ballots must be postmarked on or before April 20th to be counted. An envelope addressed to the Chairman of the Election Committee shall accompany each ballot. The election Committee shall count all ballots received prior to the closing of the polls and shall send a copy of the results to the Secretary and President. After the ballots are counted, ballots and envelopes are to be sealed and forwarded to the Secretary. Ballots are to be retained for one year and opened only in the event of a recount. Upon receiving the results, the President shall immediately notify each candidate of the results.
3. The Board of Directors shall consist of one delegate from each Member Club and shall be seated in the Convention upon presentation of his credentials to the Association Secretary. Delegates shall be a resident of the State of Ohio.
  4. The President and Vice President to be elected to two (2) year terms with the Secretary and Youth Club Adult Advisor being appointed by the President for a two (2) year term same year term same year as he/she is elected with the approval of the Executive Board. President to be elected in even years and the Vice President to be elected in the odd years with Treasurer appointed by the President with the approval of the Executive Board for a two (2) years the same year the Vice President is elected. Both Secretary and Treasurer may be removed from office by the President and majority vote of the Executive Board if they do not perform duties of their office as outlined by the OSRBA constitution or in the best interest of the club. Secretary, Treasurer, and Youth Club Adult Advisor are to be voting members of the board.

4a. Executive Directors shall be of two types: 4 (four) will be elected based on geographic: one each from the four quarters of the state as divided North to South and East to West with one line drawn North to South through Centerburg (is center of State) and a line drawn East to West through Centerburg. These will be called Northeast, Northwest, Southeast, and Southwest. The 3 (three) at large can be from any of the areas. In even years Northeast and Southeast areas and 2 (two) at large will be elected. On the odd years Northwest and Southwest areas and 1 (one) at large will be elected.

4b. Should any office become vacant the President shall, with the approval of the Executive Board, appoint someone to fill the position until the next annual election. If the appointed term has not expired it will be up for

election with the winner serving the remaining year until the regular election cycle can be re-established.

5. The term of the Executive Directors shall be 2 (two) years, with each term beginning with the Convention Show Meeting.
6. Each club is to have a seated alternate delegate to act in the event the regular delegate is absent or unable to serve.
7. The credentials of the member delegate shall be signed by the President and Secretary of the local clubs. The credentials shall consist of a statement of the names of the delegate and alternate. No delegate or alternate shall be seated unless all dues and fees are paid.
8. Quorum to be 7 (seven) for Executive Board to transact business.

#### **ARTICLE VI DUTIES**

1. The President shall preside at all meetings of the Association, act as chairman of the Executive Board, appoint all committees not otherwise provided for, call special meetings of the Association or Executive Board, and perform such duties as normally pertain to this office.
2. The Vice President shall perform the duties of the President in the event of his absence or disability.
3. The Secretary shall conduct the general correspondence, send out all notices of meetings of the Association, act as Secretary of the Executive Board, and keep the minutes of all meetings.
4. The Treasurer shall collect all money due the Association and shall pay from the funds of the Association such claims as are properly authorized and approved. At the request of the Executive Board shall furnish the President a satisfactory bond covering the maximum assets of the Association, said bond to be approved by the Executive Board and paid for by the Association. He shall make a quarterly financial report to the Executive Board and an annual report at the Convention Show Meeting.
5. The Executive Board shall have the power to pass on the acceptance of new member clubs into The Association until such time as they may be approved at the regular meeting of the Board of Directors.
6. The Board of Directors is the final voice in this Association and its official action is the official action of the Association.
7. It will be the duties of the entire Executive Board to be present the minimum of three (3) meetings or fifty percent (50%) of the regularly scheduled meetings. Violation of this section should be reviewed by the Executive Board

#### **ARTICLE VII MEETINGS**

1. The Annual Meeting of the Association shall be the Sunday of the weekend of the Convention Show and be held approximately 30 minutes following the selection of the Best In Show.

2. The Annual Meeting shall cover the consideration of resolutions, committee reports, and other business for the coming year. The Swearing in of the newly elected officers will be done after OSRBA business has been completed and prior to the close of the meeting.
3. An Executive Board Meeting shall be held on the Friday of the Convention Weekend at approximately 5:30 P.M.
4. Special meetings may be called by the President at his discretion, or by petition of one third of the member clubs of the Association. Quorum to be one third of the member clubs to transact business at either the regular or the special meetings.

## **ARTICLE VIII RESOLUTIONS**

1. Resolutions by individual member clubs of this Association shall be presented through their regular Club Secretary to the OSRBA Secretary a minimum of ninety (90) days before the Convention.
2. All resolutions shall be forwarded to member clubs at least forty-five (45) days preceding the Convention. Notice to be either by publication in the Update or by first class mail to member Club Secretaries.
3. At the Convention meeting, all resolutions shall be read and discussed openly so that the intent and meaning will be made entirely clear.
4. Resolutions may be amended by a three-fourths vote of the delegates assembled.

## **ARTICLE IX SHOW RULES**

1. A minimum entry fee for rabbits and cavies shall be fifty (50) cents. In addition all clubs will be assessed a ten (10) cent per animal entered, for a publishing fund. This may be added to the entry fee or absorbed by the club at their discretion. No sweepstakes points will be counted unless fee is paid.
2. After ARBA sanction is obtained, member club should send an OSRBA sanction request to the OSRBA Secretary. Info will be recorded for publicity and point sanction purposes.
3. The latest revised show rules of the ARBA shall govern all shows under the jurisdiction of this Association
4. All original or amended resolutions shall be called to a vote of the delegates assembled. Those receiving a majority vote become the officially adopted resolutions of the OSRBA and shall become effective sixty (60) days following adoption

## **ARTICLE X HALL OF FAME**

1. The OSRBA Hall Of Fame is the vehicle established to pay tribute to Outstanding Ohio Rabbit Breeders of the past and present. This vehicle shall be called the "OHIO'S RABBIT BREEDERS HALL OF FAME". Breeders may be chosen and entered into same each Convention.
2. All OSRBA member clubs may submit to the OSRBA Hall Of Fame Committee their candidate for the Hall of Fame. Minimum requirements will be as follows:

1. Involved a minimum of five years with ideally ten years involved.
2. Candidate **MUST** be a member of OSRBA
3. Must be submitted by a member club Information that must be submitted to the committee:
  1. Name, address, telephone.
  2. Length of time involved with rabbits
  3. What they have done personally
  4. What they have done with rabbits/cavies as a whole
  5. Time involved in Ohio/Locally
  6. What breeds they have raised
  7. What have they promoted
  8. What offices have they held
  9. What committees have they been involved with
  10. What clubs have they been involved with

Appropriated plaque and OSRBA jacket shall be awarded in recognition of this honor

#### **ARTICLE XI**

In order to be kept informed of member club activities, each member club should forward to the OSRBA Secretary any Newsletter, Bulletin, Show Catalogue, or Special Announcement.

#### **ARTICLE XII**

A member club may refuse to accept any special prize, money, or trophy, offered for a certain winning which is considered not beneficial or worthwhile due to the restrictions demanded by the donor. Prize to be returned. Any advertising space or pledges not paid by the deadline for printing catalogs may be omitted at the discretion of the show committee

#### **ARTICLE XIII SWEEPSTAKES**

1. The Ohio State Rabbit Breeders Association Sweepstakes shall be a contest conducted among members of the Association. Sweepstakes points, calculated as per ARBA constitution, shall be kept from January 1 thru December 31 annually. Awards shall be made at the Convention.
2. Ohio State sweepstake sanctions are issued to every OSRBA member club in good standing for each of their sanctioned shows.
3. Sweepstakes reports shall be accompanied by a check for the assessed ten (.10) cent per head entry fee charge for publishing. Sweepstakes points will not be counted unless this fee is paid.
4. Any club failing to submit their OSRBA Sweepstakes report will be published in the Update.(This failure to submit a report or fee will result in no sweepstakes points being allowed for exhibitors)
5. Only sweepstakes points earned in ARBA accepted breed classes (excludes fur and specials, BOB and BOS) at shows sponsored by OSRBA Member Clubs shall be counted.

6. Points earned at the annual Ohio State Convention Show shall count double
7. Only valid members in good standing of the Ohio State Rabbit Breeders Assn. Shall be eligible to win awards. To win a member must have shown in at least three Ohio State Shows during the “show year”.

7a. Sweepstakes points will be reported and counted only as entered. (i.e. If multiple entry blanks in the names of different family members are submitted to the show secretary these points will be reported exactly as entered and earned and will not be added together)

7b. The highest number of points in each breed shall be the winner in that breed and shall receive a dated arm patch. Separate patches shall be given for each breed of Rabbit in Open and in Youth and for each breed of Cavy in Open and in Youth.

7c. Overall winners in each category shall receive one each Award Jacket. Categories are total points all breeds: Overall Rabbit - Open and Youth Overall Cavy – Open and Youth

8. Sweepstakes standings shall be printed regularly in the Update.

## **BY-LAWS**

### **ARTICLE I**

At such meetings as required the presence of the Secretary overnight, the Association may pay for their hotel room.

### **ARTICLE II**

The order of business shall be:

1. Roll call of Officers and Directors
2. Reading of minutes of the previous meeting
3. Report of the Secretary
4. Report of the Treasurer
5. Report of the Executive Board
6. Report of Committees
7. Reading of Bills and Communications
8. Unfinished business
9. New business and new members
10. Nominations or elections of officers
11. Discussions for the good of the Association
12. Adjournment

### **ARTICLE III**

Should there be any change in the Constitution or By-Laws of the ARBA that would bring them into conflict with those of the OSRBA the rules or regulations of the OSRBA

are automatically amended to conform to those of the ARBA and would take effect simultaneously.

#### **ARTICLE IV**

The President of this Association shall appoint a Committee of five (5) members to revise and update the Constitution and By-Laws and incorporate all the resolutions adopted since the last previous revision. This appointment to be conducted at the direction of the President.

#### **ARTICLE V**

Roberts Rules of Order shall govern the parliamentary procedure of this Association on any points specifically covered in the Constitution and By-Laws.

#### **ARTICLE VI**

In the event of the dissolution of the Ohio State Rabbit Breeders Association, Inc. after payment of all outstanding bills & liabilities, the balance of the assets shall be divided equally among member clubs.

### **CONVENTION SHOW RULES**

The Ohio State Rabbit Breeders Association shall host a Convention and Show annually on the first Sunday in May at the Ohio State Fairgrounds in Columbus, Ohio. Under extreme circumstances this location and/or date may be changed by the Executive Board on a year to year basis. Conduct of this Show shall follow ARBA guidelines and the OSRBA Convention Show rules.

- A. The Ohio State Convention and Show shall be self supporting.
- B. The President of the OSRBA with the approval of the Executive Board shall appoint a General Chairperson, Superintendent, and Secretary to form a committee, and Project Chairpersons to plan and carry out the activities of the convention and show. Said committee shall report to the Executive Board on their progress.
- C. The Annual Convention and Show shall consist of the Ohio State Show: Open Rabbit Show, Open Cavy Show, Youth Rabbit Show, Youth Cavy Show, Annual Awards, Annual Hall of Fame Presentation, Specialty Shows, Commercial Classes, and other Conferences and Events as planned by the Committee.
- D. Facilities will be made available for State and National Specialty Clubs to host their State and/or National Breed Specialty shows in conjunction with The Ohio State Convention Show at a per head fee. Arrangements for Specialty shows will be made through the General Chairman and/or Superintendent. Written contracts shall be provided.
- E. Fees shall be set by the Committee with the approval of the Executive Board.
- F. The State Show shall be conducted under the latest rules of the American Rabbit Breeder Association. All other considerations will be planned and controlled by the Show Committee with the approval of the Executive Board.