

For member access only: This is a revised version of the Constitution, Bylaws and Code of Ethics as ratified at the Annual General Meeting on November 25th 2006. Changes are in bold for ease of review. In addition, there are two items in the Bylaws in sections 3 and 6 which are in bold italics. These items were discussed at the Executive board prior to the 2003 amendments but did not receive approval and as such are errors in the document. The item in Bylaw 3 is to be deleted; the item in Bylaw 6 is to be added.
Dawn van Nostrand
Secretary LOC

LABRADOR OWNERS CLUB

CONSTITUTION

Originally drafted in January 1966 and revised at several subsequent Annual General Meetings, the November 2003 meeting **and the November 2006 meeting.**

Name:

The name of the Club shall be "The Labrador Owners Club".

Objectives:

The objectives of the Club are:

1. To be dedicated to the improvement and promotion of the breed;
2. To urge breeders and members to accept the standard of the breed as approved by the Canadian Kennel Club as the only standard of excellence by which the **Labrador Retriever** shall be judged;
3. To encourage the training of **Labrador Retrievers** in all aspects of the breed and provide training classes where appropriate;
4. To ensure members abide by the Code of Ethics.

Area of Operation:

The Area of Operation of the club shall be:

- a) For memberships, breeder referral services, puppy referral services and club referrals, we operate across Canada.
- b) For CKC licensed events we try to limit ourselves to the portion of Ontario that lies between the western provincial boundary and the eastern provincial boundary, south of a line drawn from the area of Pembroke in the east, through Parry Sound to the western provincial boundary.

Amendments to the Constitution:

An amendment to the Constitution, Bylaws and/or Code of Ethics may be moved by any **eligible voting member in good standing (Family, Active or Life member)**. Each proposed amendment must be submitted in writing to the **Secretary**. **The proposed amendment must be seconded by a member in good standing and state the reason for the proposed amendment. Submissions must be received no later than March 1st each year. The Secretary will compile the proposed amendment (s) and forward them to the Executive. The Executive will review the proposal(s) and submit a report to the membership with recommendation(s) to accept or reject each proposal and the explanation for the Executive's decision. The decision to recommend acceptance or rejection will be decided by a 2/3 majority of the executive board members voting. The proposed amendment (s) and the recommendation(s) of the Executive will be posted in the Bulletin and each voting club member will receive a ballot(s) no later than May 31st. Ballots are to be returned to the Secretary no later than July 15th. Each amendment will require a 2/3 majority of the ballots cast to pass. Amendments that are approved will take effect August 1st. Results of the amendments voted on will be posted in the Bulletin.**

BYLAWS

Bylaw 1. Code of Ethics:

The good name and reputation of this Club depend upon every member taking personal responsibility for maintaining our Code of Ethics. Members must agree to abide by the Code of Ethics as included in these Bylaws.

Bylaw 2. Club Year:

The Club year shall be:

Membership: January 1st - December 31st.
Executive: January 1st - December 31st.
Fiscal: November 1st - October 31st.
Trophies: November 1st - October 31st.

Bylaw 3. Membership:

Membership will be open to owners of purebred registered Labradors and members of the owners' immediate families. Associate membership shall be open for those persons who are interested in Labrador Retrievers and who will support the constitution and bylaws of the Club.

The LOC Executive will review and either accept or reject applications. Applicants for membership must agree, by signature on the application form, to abide by the Club's Constitution, Bylaws and Code of Ethics. Any individual rejected for membership must be provided with a written explanation.

A membership will be considered as lapsed and automatically terminated if such members' dues remain unpaid after March 31st of each year. In no case may a person whose dues are not paid by March 31st be eligible for trophies. **New members joining prior to April 1st are eligible for trophies however; trophy qualifications earned by new members prior to joining the club will not be eligible in the calculation of points for any of the current year's trophies.**

New member(s) will be considered probationary for a period of one year and will not be permitted to post kennel information on any LOC breeder's directory and or club's website during this period.

Membership Classifications:

Family: Joint Membership. Includes all privileges as specified in the Club Constitution and Bylaws. Children under 18, of family members may qualify for Junior awards.
2 votes, 1 bulletin.

Active: Single membership. Includes all privileges as specified in the Club Constitution and Bylaws.
1 vote, 1 bulletin.

Associate: Restricted category. Available to those persons who are interested in Labrador Retrievers and who will support the Constitution and Bylaws of the Club.
Non voting, 1 bulletin.

Junior: This category available only to persons under 18 years of age who meet membership requirements as specified in the Club Constitution and Bylaws.
Non voting, 1 bulletin.

Life & Honorary: Membership in these two categories is awarded by the executive to any member of the preceding four classifications that meets the criteria for Life or Honorary Membership as established by the Executive.

Charges, Appeals and Discipline

Any member who is suspended from the privileges of the Canadian Kennel Club (~~in connection with breed registration issues~~) *** automatically shall be suspended from the privileges of this Club for a concurrent period.

Expulsion or suspension of a member from the Club for other than CKC suspension may be accomplished only at an Executive meeting upon **the recommendation of the Executive.** Expulsion or suspension of a member may occur when their behaviour is prejudicial to the best interests of the Club or the breed as outlined in the Code of Ethics and/or Constitution and Bylaws. Such proceedings may occur at a regular Executive meeting of the Club to be held within 60 days but not earlier than 30 days after the date of the Executive's recommendation of expulsion or suspension. **The member(s) will be notified in writing as to the nature of the charges and pending action by the Executive. The**

letter will be sent by registered or priority mail, The member (s) shall have the privilege of appearing **on** his/her own behalf. The President shall read the charges and the Executive's findings and recommendations and shall invite the **member**, if present, to speak in his/her own behalf. **If the member is unable to attend they may submit a written presentation to the Club Secretary to be read at the Executive meeting on their behalf** The meeting shall then vote by secret written ballot on the proposed expulsion or suspension. A two-third (2/3) vote of those present and voting at the meeting shall be necessary for expulsion or suspension.

Appeal: A member who disagrees with the decision of the executive board may appeal the decision to the LOC membership. The notice of intent to appeal will be submitted to the Secretary in writing no later than 30 days after the member has received the notice of discipline. The notice of intent will outline the reasons that the member feels the decision should be overturned by the membership.

The appeal, a report from the Executive board and a ballot will be mailed to the members. Members will be asked to vote within 30 days of the date of mailing. A simple majority of votes received will decide on the disposition of the appeal

The Bylaws of the LOC will not be used to settle contractual issues between breeders and their clients

Bylaw 4. Fees:

Changes in membership fees shall be decided by the Executive and the membership shall be notified at least fourteen (14) days prior to the Annual General Meeting.

The LOC maintains a Breeder's Directory on the website. Listings are available to members who have passed the probationary period for an annual website fee of \$10 per year. The listing will be included in the Breeder's Directory and any other list maintained for breeder referrals. Members who are expelled or suspended will be removed from all directories.

Bylaw 5. Executive:

The number of the Executive, as elected at the Annual General Meeting shall be not more than ten (10) composed in the following manner:

(a) Officers:

President	Past President
Vice President/Membership	Secretary
Treasurer	Bulletin Editor/Education

Every member of the Club is entitled to nominate any paid-up Family, Active, or Life member that he/she feels is qualified to fill an Officers position on the Executive on forms provided. Written consent must be obtained from the person nominated. Officers to be elected by secret ballot by the voting members. The ballots are to be tabulated at the AGM and results announced that night. Newly elected Officers shall then take office effective January 1st of the following year.

(b) Event Chairs:

Show Chair

Obedience Trial Chair

Field Trial Chair

Working Certificate & Hunt Test Chair

These Event Chairs to be appointed by the Officers for a period of one year and shall take office on January 1st of the following year.

A quorum for Executive Meetings shall consist of 5, composed of Officers and Event Chairs.

An Officer or Event Chair may be removed from the Executive for reason of negligence of his/her duties by an affirmative vote of four (4) of the Officers. The Officers shall have the power to fill any vacancy in the Executive during the year. A person may only hold one Executive position at a time. All Officers and Event Chairs will be voting members of the Executive.

Bylaw 6. Duties:

Officers:

It is an integral part of the duties of the Officers to attend Executive Meetings. If an Officer fails to attend sixty percent (60%) of the meetings during his year of office, his nomination for executive office in the following year shall require approval of all Officers and the membership shall be advised of the decision when the election ballots are distributed. For the October meeting each year, the Officers shall prepare a list of members from whom the Event Chairs shall be selected.

President: shall chair and direct all meetings and in general perform the duties incident to office.

Vice-President/Membership: shall, in the event that the President is unable to fulfil his/her duties, assume the President's responsibilities. The Vice-President will receive all membership renewals and new member applications and acknowledge same in writing.

Secretary: shall record the minutes of all meetings in a book kept for the purpose. Copies of the minutes of each Executive meeting shall go to all members of the Executive prior to the next Executive meeting. Minutes of the Annual General Meeting **will be published in the LOC Yearbook and will also be distributed at the** Annual General Meeting. Minutes of Special or General Meetings shall go to all members within a reasonable period of time after the meeting in question. The Secretary shall be responsible for mailing all notices of meetings, and shall be responsible for the Club's mail.

Treasurer: shall be responsible for, and keep records of all financial transactions of the Club. All Club cheques are to be drawn on an account in the name of "The Labrador Owners Club". All cheques are to be signed by two designated signing officers, one of whom to be the Treasurer. An interim monthly income and cash report shall be presented at each Executive meeting and an annual financial statement for the financial year shall be presented at the Annual General Meeting. **(Such report shall be audited by an Audit Committee appointed by the Executive by January 1st of the ensuing year.)*****

Bulletin Editor: shall compile and **send** to all members a Bulletin **not less than** four times a year or as determined by the Executive, giving LOC event results, member accomplishments, **litter listings**, items of interest and dates of upcoming shows and trials. The Bulletin Editor shall keep a record of titles won by members' dogs during the year, and shall be responsible for the Annual Honour Roll.

Event Chairs:

Event Chairs shall be responsible for reporting all related activities to the Executive. The Event Chairs or approved designates will be responsible for the organization and planning of his/her event, including presenting a budget for all expenses well before the scheduled event for approval by the Executive. Expenses, properly identified, must be submitted by the Event Chair to the Treasurer for reimbursement.

Show Chair: shall be responsible for organizing and planning all Licensed Shows, matches and related activities.

Obedience Trial Chair: shall be responsible for organizing and planning of all Licensed Obedience Trials and related activities.

Field Trial Chair: shall be responsible for organizing and planning all Licensed Field Trials and related activities.

Working Certificate and Hunt Test Chair: shall be responsible for organizing and planning all Licensed Working Certificate Tests and Licensed Hunt Tests and the related activities for both events.

Responsibility for hospitality in each area will be with each Event Chair.

Bylaw 7. Meetings:

All meetings of the club to be conducted in accordance with ROBERT'S RULES OF ORDER

Executive: the Club Executive shall meet no less than quarterly to transact Club business. Dates of such meetings shall be determined by the Executive.

Annual: the Annual General Meeting shall be held in November on a date determined by the Executive. The order of business for the Annual General Meeting shall be:

- (1) Notice of Meeting
- (2) Roll Call
- (3) Minutes of the last Annual General Meeting
- (4) Business Arising from the Minutes
- (5) Reports: President, Treasurer, Membership and any others
- (6) Election of Officers
- (7) New Business

Special: a Special General Meeting shall be called by the executive on written request of ten (10) members stating the object of the proposed meeting. No business shall be transacted at the Special General Meeting other than that which is specified in the notice calling the meeting. Such Special General Meeting shall be convened within two (2) months of the Executive meeting at which the request is made.

Notice of any Annual or Special Meeting, together with the agenda for the meeting, shall be sent to all members at least fourteen (14) days prior to the meeting. Only paid up Active, Life and Family members shall vote at any General Meetings. Juniors in a Family membership are not entitled to a vote. A quorum for any meeting shall be 10% of the membership, and a vote shall be carried when there is a clear majority; except in changes to the constitution, bylaws and/or code of ethics.

Bylaw 8. Annual Report:

The Club Executive shall prepare an Annual Report containing:

- (1) An up-to-date copy of the Club's Constitution
- (2) Members list
- (3) Club achievements
- (4) Honour Roll of members' dogs and their achievements

Bylaw 9. Dissolution of the Club:

In the event that the Club membership falls below ten (10), the Club shall be dissolved, and all equipment sold. The proceeds, together with the net bank balance, exclusive of costs, shall be donated to the Ontario Veterinary College, Guelph to be used towards canine research and care.

CODE OF ETHICS

Refer to the Club Constitution and Bylaws, Article 1.

Preamble

The Code of Ethics is established and agreed to by the membership to ensure the good name and reputation of our Club and its members is maintained. This can only be accomplished by every member taking personal responsibility for maintaining and abiding by this Code of Ethics as included in these Bylaws. **Members shall bear in mind that a code of ethics is more than a set of rules; it is a commitment to a high standard of practice in owning and breeding and that adherence to the spirit of the code is as important as adherence to its law.**

It is important, therefore, that the Code of Ethics be reviewed periodically to ensure that it is relevant in today's environment. It should, above all, reinforce our dedication to the Labrador Retriever and demonstrate that our practices and behaviours result in a positive public perception of the Labrador Owners Club and its members.

This Code of Ethics will be in effect from November 25, 2006 and will cover breeding stock, breeders and buyers until such future revisions are made.

Section 1

We **must** breed the best **Labrador Retrievers** that we can. This means:

1. Type, function and temperament characteristics as established by the CKC Breed Standards
2. Breeding Stock **must** have:
 - Certified clear radiographs by a certified radiologist (e.g. OFA, OVC) for hip dysplasia and elbow dysplasia
 - **Current (within the last twelve months) by a Board Certified Veterinary Ophthalmologist certified normal or breeder option.**
3. **It is recommended that all breeding stock be shown to be Brucellosis free.**
4. **Breeding bitches and dogs must not be bred before 18 months of age.**
5. **All dogs and bitches owned must receive routine health checks by a veterinarian.**
6. **Breeding stock that is being used or serviced by LOC members should meet the standards outlined in 1 through 5 above.**

Section 2

All LOC club members will provide their dogs with appropriate facilities - housing, food, and health care (mental and physical)

Breeders are encouraged to be available to their buyers for the life of the dog for reasonable aid and knowledge direction in the welfare of the animal

Members who sell puppies to pet homes will do so on CKC or personal non-breeding contracts and encourage the spaying or neutering of puppies and adults.

Breeders should consider the market and breed only if one is able to place the pups in appropriate homes or accept the responsibility for the care of any unsold dogs.

LOC members will not intentionally engage in the breeding or selling of non-purebred or mixed- breed dogs.

Section 3

Members should warranty their puppies for the hereditary or genetic defects outlined in section 1 above.

Warranties should also cover any other defect that are deemed by an accredited veterinarian to be hereditary or genetic in origin and which alters the quality of the pup's life or prevents the attainment of the purpose for which the pup was placed. Solutions to such issues shall be set out in the Breeders Sale Agreement and may include:

- Return of the animal and replacement, OR
- Refund of the purchasers money, OR
- Other solutions to which the breeder and the purchaser mutually agree

The Breeder is responsible for any and all Labrador Retriever(s) that they have sold for the life of that dog. If at any time the owner is unable to care for the dog, the breeder will take the dog back and decide what is the best course of action to take with the dog. The same will apply if a rescue organization notifies the breeder that one of their dogs has come into rescue. If the breeder is unable to take the dog back, the breeder will assist in the cost of care and upkeep for the dog until it is re-homed and will work to find a replacement home

Section 4

Breeders are encouraged to provide written guidelines outlining the responsibilities of both the breeder and the purchaser.

Puppies will not be placed prior to the age of 7 weeks and only after a veterinarian or Animal Health Technician has deemed the puppy able to be placed.

Breeders are obligated to provide written instructions regarding the care of the dog, health needs, dates and types of immunizations administered as well as the status of the worming program.

Purchasers will be instructed to immediately place the dog under the care of a veterinarian on a life long basis.

Section 5

Dogs are not to be placed with a dealer or broker or pet shop or to be given as prizes in contests, lotteries, auctions, **be knowingly** sold for animal research **or sold to persons who will donate the puppy to an organization which will use it for fund raising.**

Section 6

Prior to accepting any bitch for stud service, it is the obligation of the stud owner to meet the standards outlined in Section 1 and to advise breeders of the responsibilities, problems, obligations and expenses involved in breeding a litter.

Current documentation regarding certification of health clearances should be made available to and by both parties.

Section 7

Members should support and represent the Club's purposes in all canine activities, observe a high standard of sportsmanship, goodwill and friendship at shows, trials and meetings and treat their dogs with the respect that is their due.

Members will refrain from harsh training methods or abuse and promote positive re-enforcement when working with their dogs in any field of endeavour.

Section 8

Members shall be aware at all times that the Club has a major interest in protecting the breed. This should be kept uppermost in the minds of club members in all of their activities.

Members should strive to keep abreast of current issues relating to the breed.

LOC Privacy Policy

The LOC collects and maintains a databank of membership information supplied by individual LOC members; this includes name, address, telephone numbers, e-mail, webpage, tattoo numbers, involvement or interest with the breed. This information is collected and used only for LOC renewal information, newsletter addressing, official club business as well as posting of individual kennel contact information on the official LOC website if requested. Information will not be shared or supplied to outside organizations unless permission has been given to do so. If you have questions or concerns in regard to The Freedom of Information and Protection of Privacy Act Please contact the LOC Privacy Information Officer.