

Bylaws of

## Ridgeback Rescue of the U.S.

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### *ARTICLE I – NAME AND PURPOSE*

**Section 1 - Name:** The name of the organization shall be Ridgeback Rescue of the U.S. (abbreviated “RRUS”). It shall be a nonprofit organization under the laws of the State of Missouri.

**Section 2 – Purpose:** To rescue and place Rhodesian Ridgeback Dogs and all other legal powers permitted a Nonprofit Corporation. Ridgeback Rescue of the U.S. is organized exclusively for charitable and educational purposes, including, for such purposes the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of future tax code.

Mission Statement:

Ridgeback Rescue of the US (RRUS) is a nonprofit organization dedicated to the Identification, rescue, rehabilitation and rehoming of neglected, neglected, lost, surrendered or otherwise homeless Rhodesian Ridgeback Dogs in the United States.

Concurrently, RRUS is also dedicated to preventing same by education of responsible dog ownership regarding the proper care and training of Rhodesian Ridgebacks.

### *ARTICLE II – MEMBERSHIP*

**Section 1 – Membership:** RRUS is an organization of volunteer members working for the benefit of Rhodesian Ridgeback Dogs in need of rescue.

**Section 2 – Eligibility:** All persons in volunteering to work towards the purpose of the organization are eligible for membership provided: a) their Volunteer application has been signed, received and approved, and b) they agree to work within the general rescue guidelines as described in the organization’s Policies & Procedures and Bylaws, and c) agree to conscientious financial stewardship of RRUS’s resources.

**Section 3 – Termination of Membership:** Membership is entirely voluntary; however membership with RRUS may be terminated:

With Resignation – Any member may resign from RRUS rescue activities at any time, and for any reason provided formal written notice of such resignation is received by the State Director or the Secretary of the Board of Directors (BOD) of RRUS; who will notify the BOD within 24 hours.

By Expulsion – A membership may be terminated by expulsion upon documented misconduct, viewed as highly detrimental to the best interests of the organization. In the rare event such action is taken, written documentation from the BOD to the member in question is required with options for how the wrong-doing can be corrected, if applicable. Upon correction of the wrong-doing the expelled member may return to the organization at the discretion of the BOD provided the guidelines of eligibility are met. Expulsion will be in accordance with the State of Missouri non-profit regulations.

### *Article III – Board of Directors*

**Section 1– Board Role, Size and Compensation:** The Board is responsible for overall policy and direction of the organization and delegates responsibility of day-to-day rescue operation to the State Directors, volunteer members and committees. The Board will have up to 11 but not fewer than 8 members. The voting members of the Board will shall consist of the Elected Officers, the RRUS liaison to RTI and the Policies & Procedures and Bylaws Committee. The members of the Board are all volunteers and receive no compensation whatsoever.

**Section 2– Terms:** All Board Members shall serve a one year term from November 1<sup>st</sup> to October 31<sup>st</sup> of the following year. Board Members are eligible for re-election.

**Section 3– Meetings and Notice:** The Board shall meet at least monthly via teleconference. Notice of Board meetings will be provided to the membership via email prior to the meeting. The minutes of the Board meetings are to be posted to the RRUS membership board within 7 days of the Board meeting. At the November Board meeting the agenda for the following year will be set up

**Section 4 – Board Elections:** Election of the elected officers or re-election of the current board members to an additional term will be by majority vote of voting members for RRUS. A volunteer may run for a Board position after one year of membership.

**Section 5 – Election Procedures:** New Officers will be elected by a majority of the voting membership.

**Section 6 – Quorum:** A quorum of the BOD must be met by a majority of Board members before business can be transacted or motions can be made or passed. The members of the Board must be notified of the meeting 7 days prior to the meeting. In case of an emergency; an emergency board meeting may be called by any member of the Board. Every effort must be made to contact all members of the Board.

**Section 7 – Elected Officers and Duties/ Members of the Board:** There shall be six elected officers, the RTI liaison and the Policies & Procedures and Bylaws committee that make up the Board. The Officers consist of the National Director, Assistant National Director, Secretary, Treasurer, Education Director and Archivist. The officers are elected. The RTI liaison and the Policies and Procedures Committee are appointed by the Board.

*National Director* – shall convene regularly scheduled Board meetings, shall preside over or arrange for other Board members to preside at each meeting in the following order: Assistant National Director, Secretary and Treasurer. The National Director is also the spokesperson for the organization.

*Assistant National Director* – Shall chair special committees on special projects as designated by the Board.

*Secretary* – Shall be responsible for keeping records of Board Actions, including the overseeing of the taking of the minutes of all Board meetings, sending out meeting announcements, posting of the minutes to the members board, compiling the agenda for the Board meeting and ensuring that corporate records and foster dog records are maintained. The Secretary will also send out donation thank you correspondence.

*Treasurer* – Shall make a report each Board meeting. The Treasurer will chair Finance Committee, assist in the preparation of the budgeting activities, help develop fundraising plans, and make the organizations financial information available to all RRUS members and the general public. Responsible for maintaining and distributing current forms to the membership.

*Archivist* – Shall maintain all rescue dog adoption, foster home reports, treasurer reports and surrender forms on dogs that have been adopted.

*Education Director* – Shall coordinate the development and distribution of all educational materials within the RRUS membership and will oversee the use of these materials with the general public

*Policies & Procedures and Bylaws Committee* – Shall draft and publish written polices and procedures for the general operation of the organization. Will also be responsible for fielding member requests for changes and reviewing them for incorporation into future versions of the Policies and Procedures and Bylaws.

*RTI Liaison* - Shall serve as the main point of contact between RRUS and RTI for all rescue business pertaining to dogs surrendered to RRUS by RTI. Will also be responsible for: the proper placement of these special needs dogs in appropriate foster homes and permanent homes, will serve as the resource for RRUS volunteers in the RRUS/RTI process and will ultimately give final approval on adoptive homes wishing to adopt one of these dogs

**Section 8 – Vacancies:** When vacancies on the board exist, nominations for new Board members may be received from the general RRUS membership providing the nominee has been a member of RRUS for one year. Nominations are to be received 2 weeks in advance of the election, and will be voted on by the voting membership as defined in the Policies and Procedures and Bylaws. Votes will be collected and tallied by the Secretary

or a Board member appointed by the National Director. Such midterm vacancies will be filled only till the end of the outgoing Board member's term.

**Section 9 – Resignation, Termination and Absences:** Resignation from the Board must be in writing and received by the Secretary. A Board member shall be dropped for excessive absences from Board Activities. 'Excessive' shall be defined by 2 or more unexcused absences from Board Meetings in one year. A Board member may also be removed for other reason by majority vote of the voting membership

#### ***ARTICLE IV- COMMITTEES***

**Section 1 – Committee formation:** The Board may create standing committees to advance the work of the organization in areas such as fundraising, education, forms or any other need which may be served by a committee. Special committees may be appointed by the Board to assist with particular projects. The following committees serve at the pleasure of the Board:

*Finance committee:* Shall oversee the general financial state of the organization As it relates to developing fiscal procedures for donation, expenses, and the ongoing fundraising. The finance committee is chaired by the Treasurer. The Fiscal year shall end on May 31<sup>st</sup> of each year. Annual reports will be required and submitted to the Board showing income, expenditures and pending transactions. The financial records of the organization are public information and shall be made available to the membership, the Board and the public.

*Policies & Procedures and Bylaws Committee* – Shall draft and publish written policies  
And rescue procedures for the general operation of the organization. Will also be Responsible for reviewing member requests for changes and incorporating changes into future versions of the Policies and Procedures and Bylaws.

*Ethics and Grievance Committee* – Shall function primarily to facilitate internal conflict resolution and to stand as a review board for people from the public seeking extraordinary medical and behavioral advice and/or assistance with their Rhodesian Ridgeback(s). This committee will have the authority to independently review each issue or grievance on a case by case basis and will have the decision making authority to proceed as each situation dictates.

**Section 2 – Appointment termination:** Any committee appointment may be terminated by vote of the Board upon written notice to the appointees. The Board may at its discretion successors to those persons whose services have been terminated

**Section 3 – Committee Chairperson:** Shall maintain and all records pertaining to the function of that committee and shall relinquish such records to the successor within 30 days of termination from the committee appointment.

***ARTICLE V- AMENDMENTS***

**Section 1 – Amendments:** The Bylaws may be amended whenever necessary by a majority vote of the voting membership. Proposed amendments shall be promptly considered by the Board who must submit all petitions to the membership- with the Boards recommendations- by the Secretary for a vote within 2 months of receipt of the petition to the Board.

***CERTIFICATION***

These Bylaws were amended and accepted by a vote of the membership on November 9, 2007

These bylaws were approved by the Board of Directors on November 10, 2007

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Mariann Stone, Secretary

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Date