



COA Constitution & Bylaws

Adopted May 1993 • Revised February 2016 • Last Revision January 2026 • Approved by the Board January 2026 • Approved by the Membership **March 2026** • Approved by the United Kennel Club **March 2026**

The Chinook Owners Association is officially associated with the United Kennel Club, Inc. (UKC), and is the official UKC National association for the Chinook Breed.

Constitution

Article 1 Name

Section 1.1 This organization shall be known as the Chinook Owners Association (COA, or the Club).

Article 2 Purposes

The COA is organized as a Maine public benefit corporation exclusively for charitable, educational, and prevention of cruelty to animal purposes within the meaning of section 501(c)(3) of the Internal Revenue Code. The specific purposes of the Corporation are to promote the public's knowledge and appreciation of the Chinook breed. Additional purposes are as follows:

Section 2.1 To produce, publish and distribute to the general public educational content about the proper care, treatment, breeding, health, development and training of Chinooks.

Section 2.2 To support and promote study and research on the history, character, breeding genetics and particular health problems of Chinooks.

Section 2.3 To establish a national database of resource materials about the Chinook breed.

Section 2.4 To further the understanding of the disease, defects, injuries, and other ailments that afflict the Chinooks breed.

Section 2.5 To acknowledge and advance the critical role of a United Kennel Club (UKC) national breed club in providing education, health research and support of rescue for the benefit of the general public and the Chinook breed.

Section 2.6 To hold licensed UKC events that will be run in accordance with all the rules, policies, and procedures of the United Kennel Club. (This includes, but is not limited to, Breed Standards, and the rules for

all Conformation and Performance events.)

The club will not hold any other registry's events on the same day/location as that of any UKC event without the prior approval of UKC.

Section 2.7 To urge members and breeders to be guided by principles of good sportsmanship, including fair and honest conduct, and to accept the standard of the breed as established by the COA and the UKC as the only standard of excellence by which the Chinook shall be bred and judged.

Section 2.8 To otherwise preserve and protect the Chinook, and to do all things possible to promote its natural qualities including the encouragement of regional activities and/or interest/study groups.

Article 3 Non-Profit Status and Exempt Activities Limitation

Section 3.1 The Club shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Club shall inure to the benefit of any member or individual.

Section 3.2 No part of the net earnings of the Chinook Owners Association shall inure to the benefit of, or be distributable to its Directors, members, officers, or other private persons, except that the COA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.

Section 3.3 No substantial part of the activities of the organization shall be promoting propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not engage in any other activities not permitted to be carried on by:

- A. An organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code,
- B. An organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Bylaws

Article 4 General Policy & Definitions

Section 4.1 Good standing: A Member shall be considered 'in good standing' if all of the following apply:

- A. The member's dues for the current year are paid
- B. The member does not have any overdue debt obligations to the COA
- C. The Member has not been suspended or expelled in accordance with Article 14: Discipline.

Section 4.2 Method of communication during meetings: Directors or members may participate in a meeting of the Board of Directors or of the members by means of conference telephone, web platform, or similar communications equipment whereby all persons participating in the meeting can hear each other, vote on matters submitted, pose questions, and make comments. Such participation in a meeting pursuant to this section shall constitute the presence in person at such meeting.

Section 4.3 The terms 'send' and 'notify': Unless otherwise stated:

- A. Send and notify may be defined as the means by which the board may communicate information, meeting notices and balloting notices to the membership by mail, email and/or other electronic means.
- B. The Board can designate another member of the organization or an outside organization to electronically send announcements or meeting notices. Such electronically sent announcements and notices will be considered sent by the Board, and/or the applicable officer, and will be considered proper notice of the meeting or vote.

Section 4.4 The term 'written' or 'in writing': Written and/or in writing refers to any written communication which, unless otherwise stated, occurs between members, or members and the Board of Directors/Officers by physical mail or electronically.

Section 4.5 Official club publication: The Club's official publication is the Chinook Quarterly.

Section 4.6 The term 'ballot': Ballot is defined, unless otherwise stated, as a vote that takes place using electronic balloting technology, paper ballots by mail, or paper ballots in person. The Club Secretary shall choose the technology to be used. The voting mechanisms will meet the following requirements:

- A. Fair balloting that is open to all eligible members of the Club
- B. Anonymity
- C. Protection against fraudulent balloting
- D. Ballot archiving
- E. Timely reporting of balloting results
- F. Amendments or other ballot questions will be considered if they receive the required number of votes (majority, two-thirds (2/3) majority etc., see appropriate section of bylaws for each case) of ballots cast.

Section 4.7 Parliamentary authority: The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Club in all cases to which they are applicable, and in which they are not inconsistent with these Bylaws and any other special rules of order the club may adopt.

Section 4.8 Pronouns: This document uses the gender-neutral pronoun 'they' instead of 'he' or 'she' and the determiner 'their' instead of 'his' or 'her'.

Article 5 Membership Meetings

Section 5.1 Annual membership meeting: The Annual Membership Meeting shall be held, if possible, in conjunction with a national UKC licensed event, and the date will be decided upon by the current Board of Directors. No quorum is required to hold the Annual Membership Meeting.

Section 5.2 Special membership meetings: Special Membership Meetings may be called by the President, the Board of Directors, or by those members in good standing constituting at least one-third (1/3) of the total members in good standing. The person or persons calling the Special Meeting shall fix the date, time and place thereof, although such date, time and place shall be reasonable and convenient for the other members to the greatest extent practicable.

Section 5.3 Notice: A notice for any membership meeting will be sent to all members by the Secretary at least 30 days prior to the date of the meeting.

Article 6 Board of Directors

Section 6.1 Composition: The general management of the Club's affairs shall be entrusted to the Board of Directors. The Board of Directors shall be composed of four officers, and nine Committee Chairpersons for a total of 13 members. All Board positions shall be COA members in good standing.

- A. Officers
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
- B. Committee Chairpersons
 - a. Bench
 - b. Communications
 - c. Health & Genetics
 - d. Historian
 - e. Membership
 - f. Regional Activities
 - g. Registrar
 - h. Rescue
 - i. Active Chinook Program

Section 6.2 Elected vs. appointed positions: The Board shall be comprised of both elected and appointed positions. The ratio of appointed positions shall not exceed elected positions.

- A. Elected Positions
 - a. President (holdover from previous election of Vice President)
 - b. Vice President
 - c. Secretary

- d. Treasurer
- e. Bench Chair
- f. Communications
- g. Membership
- B. Appointed Positions
 - a. Health & Genetics
 - b. Historian
 - c. Regional Activities
 - d. Registrar
 - e. Rescue
 - f. Active Chinook Program

Section 6.3 Club Finances: The Board of Directors shall determine the need to bond individuals handling monies. The President, Vice-President, Treasurer, and Secretary may use club funds for approved expenses and hold bank signatory authority.

Section 6.4 Board Member Responsibilities: Board members are expected to attend all regular meetings of the Board and its committees. In the event of an unavoidable conflict, members must notify the Board President or Secretary prior to the meeting.

Section 6.5 Compensation: No Board Member shall receive any compensation for services rendered to the Club; however, a Board Member may be reimbursed for expenses reasonably incurred on behalf of the COA if such expenses were pre-approved by a majority vote of the Officers Committee.

Section 6.6 Liability of qualified directors: No Director, Officer, member, employee, or agent shall be liable out of his or her personal assets for any obligation of liability incurred by the Corporation. The Corporation alone shall be liable for the payment or satisfaction of all obligations and liabilities incurred in carrying on the affairs of this Corporation.

Section 6.7 Indemnification: The Club adopts the provisions of Title 13-B Maine Nonprofit Corporation Act §714, providing for the indemnification of Directors, Officers, members employees or agents and may purchase Directors and Officers Insurance.

Section 6.8 Conflict of interest: See the separate Conflict of Interest Policy.

Section 6.9 Officers committee: The Club's Officers Committee shall consist of the four officers – President, Vice President, Secretary and Treasurer. The Officers Committee has these specific duties:

- A. Approve Single Dog Registrations, as outlined in Article 8.10.B.
- B. Approve the COA Chinook National Specialty Show Chair, as outlined in Article 8.4.A.
- C. Review Motion for Termination (of a Board Member), as outlined in Article 6.12 and Article 6.13.
- D. Final arbiter of the eligibility of board candidates nominated by the general membership as outlined in Article 9.4.
- E. Approve Election Mechanisms as described in Article 9.5.
- F. Approve reimbursement of expenses incurred on behalf of the Club by members as outlined in Article 6.5.

Section 6.10 Voting Requirements: Actions taken by the Officers Committee require a three-fourths (3/4) affirmative vote to carry. All other COA Board votes require a majority as defined by Robert's Rules of Order,

Newly Revised (as outlined in Section 4.7). In any instance where a vote results in a tie, or fails to meet the required majority, the motion is considered failed.

Section 6.11 Action in conflict: No Director of the COA will take an action in conflict with the stated purpose of the Club.

Section 6.12 Vacancies: With the exception of the office of President, vacancies on the Board that occur during the board term shall be filled by a majority vote by the remaining Board members and will be in effect until the next vote of the general membership.

- A. Vacancy of the office of President: In the case of the office of President, the vacancy will be filled by the Vice President.
- B. Vacancy of the office of Vice President: In the case of the office of Vice President, the vacancy shall be filled by the Board for the remainder of that Board's term. This appointed Vice President will not automatically assume the presidency but in the next election, this individual, if they choose, will stand for election. This will result in a ballot listing both the President and Vice President.

Section 6.13 Termination: A Board member may be involuntarily terminated by two-thirds (2/3) majority of the remaining Board of Directors for just cause.

Just cause may include:

- A. A repeated failure to fulfill the duties of their Board role resulting in a vote of no confidence
- B. Misuse of Club funds or resources
- C. A knowing violation of the Club's Constitution or Board policies.
- D. Loss of good standing with the UKC
- E. Actions or behavior in their board role that is fraudulent, in conflict with the COA Code of Ethics, in conflict with the stated purpose of the club, or that otherwise jeopardize the Club's role or functioning.

Section 6.14 Process for termination: A motion for termination of a board member (the subject) may be made by any Board member and submitted in writing to the COA Secretary.

- A. The Club's Officers' Committee shall review the motion and that cause shall be presented in writing to the subject, through the Secretary. The subject then has 10 days to respond.
- B. The Secretary shall provide all Board members with the motion for termination, the subject's response, and a ballot to vote on the motion of termination within a specified time frame not to exceed 10 days.

Section 6.15 Term: The term of each Board member shall be 2 years, with no set term limit, except for the membership-elected Vice-President, which is a four-year commitment; two as Vice President and two as President. Terms begin during the June board meeting of even number years as stated in Article 9.1.

Article 7 Officers

Section 7.1 President: The President shall preside at all meetings of the Club, the Board, and the Officers Committee and shall have the duties and powers normally given to the Office of the President in addition to those particularly specified in the by-laws.

Section 7.2 Vice-President: The Vice-President shall have the duties and exercise the powers of the President in the case of the President's death, absence, incapacity, or resignation. The Vice-President will automatically assume the position of President at the start of the subsequent board term.

Section 7.3 Secretary: The Secretary shall:

- A. Keep a record of all meetings of the Club and of the Board. In addition, they shall keep a record of all votes taken by mail, teleconference, or other communication format and of all matters of which a record shall be ordered by the Club.
- B. Be the UKC Corresponding Officer. The Secretary may delegate aspects of UKC correspondence to appropriate committee chairs including but not limited to Bench issues and Registration issues.
- C. Notify members of meetings and notify officers and committee chairpersons of their election to office. They shall provide all members of the Board with copies of the above information.
- D. Compile Board Meeting documents and agenda, unless by prior arrangement, another Board Member undertakes the task
- E. Ensure public documents of the Club, including but not limited to the Constitution and Bylaws, Code of Ethics, and Breed Standard are up to date and available to the membership.

Section 7.4 Treasurer: The Treasurer shall:

- A. Handle all club financial transactions, including collection of dues, and shall keep a detailed accounting of receipts and disbursements.
- B. Deposit Club funds in a bank approved by the Board in the name of the Club. Club books shall always be available for inspection by Board members and there will be an annual audit of the books, if deemed necessary, arranged by the Board of Directors.
- C. Provide the Board with quarterly reports on the financial activity of the Club and the membership with an annual report on the same. The Treasurer shall be responsible for preparing and filing reports with state and federal revenue officers.
- D. Keep the Board of Directors and Membership aware of the financial health of the Club and projecting expenses and future income.

Section 7.5 Dog Owning Officers: Only owners of UKC registered Chinooks or COA registered crossbred Chinooks (living or deceased) may be elected as an officer of the COA.

Section 7.6 One Family Member in Officer Position: No two immediate family members shall hold officer positions concurrently, except if serving as co-officers with one vote, but they may both be on the Board of Directors at the same time.

Article 8 Committee Chairpersons

Section 8.1 All Chairpersons must be members in good standing of the Club and may hold other Board or Chair positions. Committees may include but are not limited to those listed.

Section 8.2 All Officers and Chairpersons, or a designated member of their committee shall moderate their respective section(s) of the Chinook Owners' Association Google Drive if such action is deemed necessary. It should be noted that while the Communications Chair and any related committee members will have overall control of the Google Drive, each officer and committee chair will moderate the section of the Google Drive that applies to their committees.

Section 8.3 All Chairpersons shall make external correspondence available to the Secretary for archiving purposes.

Section 8.4 The Chairperson of the Bench, (Bench Chair) shall have the responsibility for:

- A. The Chinook National Specialty, including the following duties:
 - a. Oversee the Event Chairperson (Show Chair or Event Chair) who is appointed by the Officers Committee and ensure that all the responsibilities outlined in the latest edition of the UKC Event Manual are executed.
 - b. Working with the Show Chair, the Bench Chair shall maintain liaison with the Board to assure that approval of the show date, show secretary, judge(s), and site is obtained from the COA and the UKC and that a budget is approved by the COA.
 - c. Arrange with the Treasurer for appropriate insurance coverage for the event.
- B. Organizing UKC licensed performance events, such as Obedience, Rally, Weight-Pull etc.
- C. Maintaining a familiarity with current UKC publications and show operations rules.
- D. In coordination with the COA Active Chinook Program (ACP), and the Regional Activities Coordinator, organize races, trials, excursions, hikes, and other activities to give opportunities for Chinooks to gain titles or other recognition in the COA-ACP.
- E. Organizing performance events not licensed by the UKC but licensed by a third party, such as Herding Instinct.
 - a. If at some point in the future, the UKC should decide to license an event that, at this time, is licensed by a third party, the COA must discontinue the relationship with the third party, and the event will fall under Article 8.4.B.
- F. Providing opportunities for judge' education of the Chinook Breed Standard via UKC Judges Education Seminars.
- G. Sending notice of upcoming COA competitive events and new titles earned to the Communications Chair for publication, in the Chinook Quarterly. The Bench Chair will coordinate with the Communications Chair as to the most efficient way to gather data regarding titles.

Section 8.5 The Communications Chairperson shall oversee Communications both to the membership and the public. This position is responsible for:

- A. Webmaster for Chinook.org, the Club's website
- B. Maintaining adequate computing and digital storage resources for the club.
- C. The Chinook Quarterly
- D. The Chinook Owners Association Facebook page
- E. Publicity and Advertising

Section 8.6 The Health and Genetics Committee Chairperson shall monitor and guide Chinook health trends and support the breed's growth to a sustainable gene pool. This position is responsible for:

- A. Monitoring health information on the Chinook and identifying trends requiring additional analyses.
- B. Identifying canine health initiatives that would benefit the Chinook and communicate them to the membership.
- C. Informing the membership about general canine and specific Chinook health concerns
- D. Conducting relevant studies/research on the health of the Chinook Breed.
- E. Developing and administering appropriate programs to ensure the Chinook has sustainable genetic diversity
- F. The management of the Chinook Breed Conservation Program
- G. Sending list of dogs' public health test updates to the Communication Chair for publication in the Chinook Quarterly.

Section 8.7 The Historian shall gather and maintain historical records concerning the Chinook Breed and the Club.

- A. Historical materials will be digitized and made available on the COA website
- B. The Historian shall be the board-designated liaison with all external Chinook Breed Archives, institutional and private as well as with all canine historical archives in general.

Section 8.8 The Membership Chairperson shall be responsible for maintaining the official roster of members and advise the Officers Committee of changes thereto. They shall also:

- A. Find ways to promote new membership and retain current membership, if possible, by working with the Communications Chair for indirect contact and/or by direct contact with prospective members.
- B. Maintain the current membership list in the appropriate email delivery system the Club uses for mass emailing membership.
- C. Coordinate all direct contact (email, regular mail) with membership.
- D. Handle all membership applications in accordance with membership requirements, forward dues payment to the Treasurer, and collect pertinent data on all members.
- E. Maintain the membership database
- F. Provide a quarterly update on the roster to the Communications Chair for publication in the Chinook Quarterly.
- G. Provide all new members with instructions on how to access the members section of the COA Website, including COA Membership Directory

Section 8.9 The Regional Activities Chairperson (Also known as the Regional Activities Coordinator) shall be responsible for encouraging and facilitating non-bench regional activities for the Club. They shall also:

- A. Provide information on upcoming regional events, dates, etc. to the Communications Chair for publication in the Chinook Quarterly.

Section 8.10 The Registrar shall work directly with the Officers Committee of the COA and be the official liaison with the V.P. of Registrations at the UKC, maintaining records of UKC Registered Chinooks in a pedigree database. They shall also:

- A. Provide pedigree printouts to members requesting information about breedings.
- B. Accept and review single dog registration requests. If recommended by the Registrar and approved by the COA Officers Committee, they will be recommended to the UKC for registration
- C. Maintain the official COA Crossbreeding Registry, including recording litter registrations.
- D. Coordinate DNA testing of both registered Chinooks and those seeking single dog registration. All decisions concerning purebred status will need approval of the COA Officers Committee with recommendation of the Registrar.

Section 8.11 The Rescue Chairperson (Also known as the Rescue Coordinator) shall maintain a list of suitable permanent and foster homes for Chinooks who need placement in new homes and attempt to find suitable homes for them. If needed, the Rescue Coordinator shall also assist in facilitating placement in a temporary foster housing environment. By identifying potential Chinooks in need of rehoming and making contact with the dog's breeder, if known. Facilitating reunification of the Chinook and its breeder or proceeding with COA intake of the dog if the breeder doesn't take responsibility for placing the dog

Section 8.12 The Active Chinook Program Chairperson shall run the COA Active Chinook Program (ACP).

The goals of the program are to encourage owners to engage in activities with their Chinooks that honor the traditional working nature of the breed; display the versatility of Chinook dogs; and strengthen the bond between dogs and people. The program will provide certification to participating dogs and their owners to recognize accomplishments in those pursuits. The ACP should reflect the Chinook Breed Standard to

encourage the conformation, temperament, versatility and working ability of the Chinook Dog and encourage the breeding of better dogs.

The ACP Chairperson is responsible for promoting the ACP and assisting Chinook owners who want to participate in the program. With the help of an ACP Committee, the Chairperson will establish and maintain rules for participation in the program. The Chairperson will assure that those rules are fairly applied when evaluating participation in the program and awarding titles or other forms of recognition.

Article 9 Nominations and Elections

Section 9.1 Board Elections: The election of Officers and Directors shall take place in even-numbered years. The election shall be conducted by ballot, as outlined in Article 9.5 and 4.6, unless no nominations from the Membership are received by the Secretary as provided in Article 9.4. In this case no ballot will be necessary, and the persons selected by the Nominating Committee will be declared elected by the Secretary. The results from this direct election become official on/before May 31st.

Section 9.2 Candidate Must Be Nominated: No person may be a candidate in an election that has not been nominated either by the Nominating Committee as outlined in Article 9.3, or by the Membership as outlined in Article 9.4. Nominees must be COA members in good standing.

Section 9.3 Nominating Committee: A Nominating Committee of not less than three and not more than seven members shall be chosen by the Board according to the following timetable:

- A. The Board will solicit volunteers no later than January 1 of the election year through official COA communications
- B. The Committee shall consist of members in good standing and to the extent possible, should represent a cross-section of the COA membership (e.g., from different areas of the country, those that work their dogs, breeders and pet families, etc.)
- C. The Board shall name a Chair for the committee
- D. The Nominating Committee may conduct its business by mail, telephone, or appropriate electronic means.
- E. The Nominating Committee shall nominate a Slate of Candidates from among the eligible membership of the Club and shall procure acceptance from each nominee so chosen no later than March 15th.
- F. The Slate may include one candidate or single group of co-candidates that plan to serve together per position.
- G. The Secretary will communicate the Slate of Candidates to all eligible members (including full name, and state in which each candidate resides) no later than April 1st.

Section 9.4 Nominations from the Membership: The Secretary will solicit additional nominations from members when the Slate of Candidates from the Nominating Committee is communicated. Nominations from the membership must include the written acceptance from the nominated candidate if submitted by a third party and must be received by the Secretary through mail or email no later than April 15th.

- A. Membership nominations must meet eligibility requirements as laid out in Article 7 (Officers) and Article 8 (Committee Chairpersons).
- B. Any nominations reviewed by the Secretary as not meeting said requirements will be escalated to the Officers Committee for review.
- C. If the majority of the Officers Committee agrees the nominated party does not meet the requirements for the role, the nominating member will be notified that the nomination is ineligible to be included in the election.

Section 9.5 Election Process: The Secretary shall propose communication and voting mechanisms for the election (e.g., mail, online voting) to the Officers Committee. The Officers Committee shall approve the mechanisms no later than March 1 of the election year.

- A. The communication and voting mechanisms will meet the requirements outlined in Article 4.6.
- B. The Secretary shall ensure that a ballot listing all the nominees is sent via mail or approved electronic means to each member in good standing on May 1st of the election year.
- C. All members must receive the ballot via the same communication mechanism and be provided not less than two weeks to submit their votes.
- D. Voting by proxy is not permitted
- E. A designated third party (e.g. CPA, electronic voting group, etc.) will receive and tabulate the votes, and forward them to the Club Secretary, who will record the information and communicate the results to the membership via official COA communication.
- F. A candidate will be considered elected if they receive a majority of votes cast in a two-candidate contest, and will be considered elected if they receive a plurality of votes cast in a contest with more than two candidates

Section 9.6 Inability to Serve: If any nominee is unable to serve for any reason at the first Board meeting after an election, such nominee shall not be elected and the vacancy so created shall be filled by the Board of Directors as outlined in Article 6.12, Vacancies.

Section 9.7 Transition: Each retiring officer shall turn over to the successor in office all properties and records relating to that office within 60 days after the election. The new Board shall be seated at the first meeting of the Board following the timely tabulation of the votes received, typically in June.

Article 10 Membership

Section 10.1 Eligibility: Membership in the Chinook Owners Association shall be open to all persons who are in good standing with the United Kennel Club and who subscribe to the purposes of the COA. Members need not be Chinook owners.

- A. Members must conduct themselves in an honest and sportsman like manner at all meetings and events.
- B. Every applicant must agree to abide by these By Laws before being accepted into membership.

Section 10.2 Application Process: Applicants for membership shall apply via the Club's official website by submitting the designated application form and selecting the appropriate membership class. Applicants are required to provide all requested contact information and establish secure account credentials at the time of filing.

Upon successful transmission of dues and application data, membership shall be provisionally established. The Membership Chair shall report all new and renewed memberships to the Board of Directors during scheduled monthly board meetings and shall ensure a record of such memberships is published in the Chinook Quarterly.

Section 10.3 Right to Refuse: The Chinook Owners Association reserves the right to refuse entry in club-sponsored competitions, as well as membership in this club to any individual at the discretion of the Board of Directors and Members. However, no person shall be refused entry or membership on the basis of race, color, creed, religion, gender, age, national origin, sexual orientation, or gender identity.

- A. The Club also reserves the right to dismiss from our membership without hesitation those who violate these by-laws and the principles of good sportsmanship including fair and honest conduct.

Section 10.4 Categories of Membership: The categories of membership are: Single, Family, Junior and Lifetime. Each of the membership categories (except Junior and Lifetime) must pay annual dues as recommended by the Board and approved by the Membership.

- A. Single – Open to all persons 18 years of age or older. Single memberships enjoy all privileges including the right to vote and hold office.
- B. Family – Open to two adult (18 year of age or older) members residing in the same household. Each member enjoys all the privileges of a single membership including the right to vote and hold office. A family membership's dues are less than two single memberships.
- C. Junior – Open to children 6 years of age through 17 years of age. Junior members may not vote or hold office. Junior members do not pay dues..
- D. Lifetime – A membership bestowed by the Board upon COA members whose contributions to the club and breed are exemplary.
 - a. Lifetime members do not pay dues but enjoy full privileges of Single Membership, including the right to vote and hold office.
 - b. Candidates for Lifetime memberships must be nominated by three Club members in good standing and must be approved by a three-fourths (3/4) majority vote of the Board. The nominating members shall include length of COA membership and examples of exemplary service for each nominee.
 - c. Nominations within any Club year must be received by the Secretary no later than 60 days prior to the upcoming Annual General Membership Meeting. Upon Board approval, a Lifetime membership will normally be announced and awarded at the Annual General Membership Meeting.

Section 10.5 Membership dues: Membership dues: as established by the Board of Directors, shall be paid at the time of application through the Club's authorized electronic payment processor. Payment may be rendered via a registered account with the processor or by credit/debit card as a guest transaction through that processor.

A. Membership shall be held on an annual basis. Dues are payable in full on or before the anniversary of the member's enrollment or a date otherwise designated by the Board of Directors. The Club shall provide automated electronic notice to any member whose dues remain unpaid as of the expiration date. It is the responsibility of the member to maintain a valid electronic mail address on file for such notifications.

B. Any membership not renewed within the grace period of 30 days following the expiration date shall be considered delinquent. Following this grace period, the membership status shall be amended to "Inactive," and all associated privileges of membership shall be suspended until such time as dues are paid in full.

C. The Board of Directors may, at its sole discretion, waive or reduce the annual dues for any member demonstrating significant financial hardship. Such requests must be submitted in writing to the

Membership Chair or Treasurer and shall be treated with the utmost confidentiality. A waiver granted under this section shall be valid for one fiscal year.

Section 10.6 Member Contact Information: An email address (for communication and voting purposes) shall be provided by each voting member.

Section 10.7 Termination of Membership: Membership may be terminated by the lapse of dues payment, and/or suspension as provided by Article 14, of these bylaws. Written resignation to the Secretary will also be accepted.

Article 11 Policy and Procedures

Section 11.1 Refer to the COA Policy and Procedures Manual.

Section 11.2 These Guidelines in the COA Policy and Procedures Manual may be amended or changed by a majority vote of the Board of Directors of the COA.

Article 12 Code of Ethics

Section 12.1 The Code of Ethics was established to enforce the Purpose of the COA. Articles of the Code shall be binding on the membership of the COA. The Code of Ethics is available on the COA Website and is on file with the Secretary.

Section 12.2 The Code of Ethics may be amended, modified, or supplemented by a majority vote of the Board of Directors.

Section 12.3 Any member may write to the Board of Directors to propose amending the Code of Ethics.

Article 13 Breed Standard

Section 13.1 Refer to the document the UKC Chinook Breed Standard.

Section 13.2 The official breed standard may be amended, modified, or supplemented by a two-thirds (2/3) vote of the membership that submitted a vote.

Section 13.3 Such standard, amendments, modifications and supplements shall originate in one of two ways:

- A. By a recommendation of the Board of Directors to the membership. The motion to recommend must pass by a two-thirds (2/3) vote of the Board in the affirmative.
- B. By written petition addressed to the Secretary signed by twenty percent of the membership in good standing.

Section 13.4 Any revision to an official UKC breed standard will be adopted only after approval of the United Kennel Club.

Article 14 Discipline

Section 14.1 Discipline by the COA shall be as follows:

- A. Any member who is suspended from privileges of the United Kennel Club shall automatically be suspended from the privileges of the COA for a like period.
- B. The Board of Directors shall have power by majority vote of the members present to suspend or expel any person from membership in the Club who, in the opinion of the Board, has been guilty of:
 - a. A fraudulent or dishonorable practice in connection with:
 - i. Breeding
 - ii. Representing the Breed
 - iii. Bench shows, field trials, or obedience trials
 - b. Conduct unbecoming a sportsman and reasonable person in their relationships to:
 - i. The Club
 - ii. To an Officer or Board Member
 - iii. To the membership or any individual member
 - iv. A Chinook or any other dog.
 - c. These charges may be brought before the Board by any member.
 - d. Process of expulsion of a member, which must include a hearing and a vote.(i.e. Expulsion of a member from the Club may be accomplished only at the next meeting following a Board Hearing and upon the Board's recommendation as provided in Section 3 of this Article. The respondent will have the privilege of appearing on his or her own behalf though no evidence will be taken to this meeting. The President will read the charges, and the findings and recommendations, and will invite the respondent, if present, to speak on his/her own behalf. The meeting will then vote by secret written ballot on the proposed expulsion. A majority vote of those present and voting at the meeting will be necessary for expulsion. If expulsion is not so voted, the Board can proceed with a suspension for no more than one year.)The Board will have complete authority to decide whether counsel may attend the hearing, but both complainant and respondent will be treated uniformly in that regard. Should the charges be sustained after the hearing, the Board may by a majority vote of those present suspend the respondent from all privileges of the club for no more than one year. If the Board deems that punishment insufficient, it may also recommend to the membership that the penalty be expulsion. In such a case, the suspension will not restrict the respondent's right to appear before his fellow members at the next meeting which considers the Board's recommendation. Immediately after the Board has reached a decision, its finding will be put in written form and filed with the Secretary. The Secretary, in turn, will notify each of the parties of the Board's decision.
 - e. No person shall be disciplined as aforementioned in the section without a hearing from the Board of Directors. Any member suspended from the club through the process of a Board Hearing will be suspended for no more than one year.
- C. Refer to the COA Policy and Procedures Manual and Roberts Rules of Order, Newly Revised for the specific process.

Section 14.2 Any member known to promote, support, raise dogs for fighting, knowingly sell, give or trade dogs that will be used for fighting; condone or be associated with the facing off, game testing, rolling or pitting of dogs will have their membership automatically revoked. The member shall be reported to the United Kennel Club for disciplinary action as well.

Article 15 Amendments to the Constitution and/or Bylaws Section

Section 15.1 The written recommendation for amendment shall be submitted to the Board of Directors.

Section 15.2 The President shall appoint a Review Committee to consider all aspects of the proposed amendment. After a complete duty of the amendment, the Chairperson of the Review Committee shall file a written report to the Board of Directors.

Section 15.3 The issue must carry a two-thirds (2/3) vote of the entire Board of Directors before it is presented to the membership. The issue is then presented to the membership for voting. Bylaws and Amendments must be approved by a majority vote of the membership in good standing.

Section 15.4 All changes to these By Laws must be approved by UKC before being implemented.

Section 15.5 If all the foregoing criteria have been satisfied, the new amendment shall be adopted, so recorded by the Secretary and published in the official club publication.

Article 16 Licensed Events

Section 16.1 All licensed events sponsored by the club will be run in accordance with rules and policies set forth by the organization for which the license has been issued.

Section 16.2 All UKC rules and policies will be followed at UKC licensed events held by the Club.

A. Absolutely no alcoholic beverages, firearms, or illegal drugs will be allowed on the grounds or in the buildings while participating in any licensed UKC events.

B. All United Kennel Club policies will be strictly adhered to during all UKC events.

Section 16.3 Right to Refuse: The Chinook Owners Association reserves the right to refuse any entry to club-sponsored competitions. It also may refuse membership in this club to any individual at the discretion of the Board of Directors and Members. However, no person shall be refused entry or membership on the basis of race, creed, religion, gender, age, national origin, sexual orientation, or gender identity.

Article 17 Dissolution

Section 17.1 The Club may be dissolved at any time by the written consent of not less than two-thirds (2/3) of the members in good standing.

Section 17.2 In the event of the dissolution of the Club whether voluntarily or involuntarily or by operation of law, none of the property of the Club nor any proceeds thereof nor any assets of the Club shall be distributed to any members of the Club.

A. Upon dissolution of the Club, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Club, dispose of all the assets of the Club exclusively for the purpose of the Club in such a manner, or to such organization or organizations organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt

organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law), as the Board of Directors shall determine, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Article 18 Order of Business

Section 18.1 Annual Club Meeting: The annual membership meeting will be held during the Specialty Event. The Secretary will email all members in good standing at least two weeks before the event. No quorum is required to hold the Annual Membership Meeting. At meetings of the Club, the order of business so far as the character and nature of the meeting may permit, shall be as follows:

- A. Roll Call
- B. Minutes of Last Meeting
- C. Report of the President
- D. Report of the Vice President
- E. Report of the Secretary
- F. Report of the Treasurer
- G. Report of Committees
- H. Unfinished Business
- I. New Business
- J. Adjournment

Section 18.2 Board of Directors Meetings: The Board of Directors convenes virtually each month through a video conference as established by the current board's availability. The recurrence is established at the start of each year, and once new board members join, the Secretary issues a recurring calendar invitation. At meetings of the Board, the order of business shall be as follows:

- A. Roll Call
- B. Minutes of Last Meeting
- C. Approval of Standing Rules of Order (at start of term meeting only)
- D. Report of the President
- E. Report of the Vice President
- F. Report of the Secretary
- G. Report of the Treasurer
- H. Report of Committees
- I. Unfinished Business
- J. New Business
- K. Adjournment

Article 19 Officers Signatures

Section 19 Officers Signatures: The officers' signatures below confirm approval of this document by the COA Board and General Membership.

Daniela Metz 04 / 26 / 2026

Daniela Metz, President Date

Martin Wilson 04 / 19 / 2026

Martin Wilson, Vice President Date

Rachael Davis 04 / 18 / 2026






Rachael Davis, Treasurer Date

Pam Turner 04 / 18 / 2026

Pam Turner, Secretary Date

Title	2026 COA Bylaws
File name	2026_COA_Constitu..._Bylaws_Final.pdf
Document ID	2d138766d7c328deaa366dc23c6587825de48ef9
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History

 SENT	04 / 18 / 2026 22:58:01 UTC	Sent for signature to Daniela Metz (president@chinook.org), Martin Wilson (vicepresident@chinook.org), Rachael Davis (treasurer@chinook.org) and Pam Turner (secretary@chinook.org) from jonathan_jolly@hotmail.com IP: 68.3.238.198
 VIEWED	04 / 19 / 2026 01:20:41 UTC	Viewed by Rachael Davis (treasurer@chinook.org) IP: 73.79.241.107
 SIGNED	04 / 19 / 2026 01:23:03 UTC	Signed by Rachael Davis (treasurer@chinook.org) IP: 73.79.241.107
 VIEWED	04 / 19 / 2026 02:36:16 UTC	Viewed by Pam Turner (secretary@chinook.org) IP: 172.58.3.236
 SIGNED	04 / 19 / 2026 02:36:54 UTC	Signed by Pam Turner (secretary@chinook.org) IP: 172.58.3.236

Title	2026 COA Bylaws
File name	2026_COA_Constitu..._Bylaws_Final.pdf
Document ID	2d138766d7c328deaa366dc23c6587825de48ef9
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



04 / 19 / 2026
18:38:36 UTC

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04 / 19 / 2026
18:39:56 UTC

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04 / 26 / 2026
19:49:51 UTC

Viewed by Daniela Metz (president@chinook.org)
IP: 97.96.167.134



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19:50:38 UTC

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04 / 26 / 2026
19:50:38 UTC

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