

# **SUNDOWNER STOCKDOG ASSOCIATION ORGANIZATIONAL STRUCTURE**

## 1. PURPOSE

To promote interest in, activities for, and recognition of the working stockdog.

## 2. MEMBERSHIP

- A-Anyone, regardless of age or gender may become a member
- B-Stockdog ownership or registration is not a pre-requisite
- C-Good standing determined by current dues and absence of Handler sanctions
- D-Dues per trial year are \$20 for single, \$30 for family
- E-Membership runs from January 1<sup>st</sup> through December 31<sup>st</sup>
- F-Members in good standing are entitled to all voting and participation privileges in all functions sponsored by this Association
- G-The Governing Body is authorized to select and honor outstanding individuals as Lifetime Members based on merit. Lifetime Members have all rights and privileges of regular members without the requirement to pay dues. (amended 9/12/2003)
- H-Governing Body is authorized to select outstanding individuals as Honorary Members based on volunteerism, willingness to help and attitude. Membership to be valid for one trial season. (amended 12/14/2003)

## 3. GOVERNING BODY-POSITIONS AND TERMS OF OFFICE

- A-Secretary/Treasurer/Registrar/Publisher—elected annually
- B-Trial Director, Trial Secretary, Open Class Representative—2 trial years
- C-Trial Director, Trial Secretary, & Ranch Class Representative—2 trial years
- D-Trial Director, Trial Secretary, & Novice Class Representative—2 trial years
- E-Trial Director, Trial Secretary, & Beginner Class Representative—2 trial years

## 4. JOB DESCRIPTIONS

### **SECRETARY/TREASURER, REGISTRAR:**

Secretary/Treasurer position may be split. Should these positions be split the Directors may hold the Directors and the Treasurer position. (amended 7/1/2004)

#### **A-Secretary**

1. Keeps a current membership list with all pertinent data on each member.
2. Keeps minutes of Governing Body and General Membership meetings.
3. Provides each member with a periodic newsletter.
4. Provides each new member with a current Organizational Structure and Trial Rules. (amended 1/12/2008)
5. Provides archival storage for meeting minutes and trial records.
6. Assigns the Trial Secretary duties of the Open, Ranch, Novice and Beginner Director Representative in their absence at trials if the Trial Secretary for any class had not provided for a designee. The Trial Secretary takes entries, collects fees, and draw the running order of their class.

#### B-Treasurer

1. Arranges for an annual independent audit, if needed, prepares and publishes an annual financial report for the membership
2. Receives, records, and deposits Association funds.
3. Disburses funds authorized by the Governing Body. Ex.-stock fees, paybacks, award costs, or any other expenditures authorized by the Governing Body.

#### TRIAL DIRECTOR, TRIAL SECRETARY & CLASS REPRESENTATIVES:

##### A-Trial Director

1. Coordinates with the Trial Host to assure that planned course for their class is compatible with the expectations of the dogs in their class
2. Conducts or designates the handler's meeting of their class
3. Maintains in the best possible manner the continuity of the trial
4. Assigns observers, when needed, at timelines etc. for their class
5. Is a member of the committee to judge protests, re-run request and disciplinary actions

##### B-Trial Secretary

1. Takes trial entries, entry fees and fills out scorecards for each entry
2. Provides the publisher with their class running order, times, and final scores
3. Keeps a current list of all handlers and dogs that participate in their class and monitors their eligibility for that class

##### C-Class Representative

1. Is the direct link of their class members to the Governing Body
2. Convenes meeting to hear and provide judgment in any protest, appeal, re-run request or disciplinary actions in their class

### 5. GOVERNING BODY AND GENERAL MEMBERSHIP MEETINGS

A-There will be one mandatory Governing Body meeting scheduled at the end of every trial year.

B-There will be a general membership meeting scheduled after the Governing Body meeting at the end of every trial year. Election results will be announced and awards presented at this meeting.

### 6. NOMINATIONS

A-May be submitted by any member in good standing

B-Must be on record with the association Secretary with a deadline of Oct. 1<sup>st</sup>

C-In the absence of a nominee for any vacancy, the Governing Body shall elect a person to fill that vacancy

D-No ballot can list a candidate for more than one vacancy to preclude dilution of the vote

1. If a member is nominated for more than one vacancy, the Secretary shall contact the nominee and request that they make a choice of which vacancy they wish to run for. Once the choice is made the Secretary will contact the person making the non-chosen nomination, relay the wishes of the nominee and request that their nomination be withdrawn in the name of the nominee.

## 7. ELECTIONS

A-Each trial year, the general membership shall nominate and elect the Secretary-Treasurer and replacements for two Director Representatives that have served two years. The two remaining Director Representatives will still have one year left in their terms.

### B-Ballots

1. The names of all nominees will be placed on the ballot and mailed along with a return envelope to all members in good standing. The ballot will contain a write-in blank next to each office being elected and a proxy statement at the end.
2. Ballots must have a printed suspense date. Ballots received after the suspense date will not be counted. (amended 1/12/2008)
3. All ballots are secret ballot. When the ballot is received, the Secretary will verify the voters name on the ballot to establish the voter's eligibility. The signature portion will be destroyed.
4. Ballot counting will be done by independent resource. Candidates may observe the count, but must not otherwise participate in the tabulation.

C-Election results will be published in the next newsletter issued after the election

D-Resigned un-expired terms shall be filled by the Governing Body. The position will be elected at the end of the un-expired term.

E-A simple majority of votes cast will determine winners in all elections

F-Proxy votes: Proxies are authorized provided the absentee voter gives their representative their signed proxy authorization. This authorization must be submitted with the ballot. (amended 1/12/2008)

## 8. AMENDMENTS

A. Changes to this document may be suggested in writing by any member in good Standing at any time during the trial year and will be acted upon at the Governing Body meeting except:

1. Emergency amendments should be acted upon the Governing Body as soon as possible and may be adopted or rejected by electronic poll, for example by telephone, e-mail, ICQ, etc.
2. Adopted emergency amendments shall be implemented immediately and published in the next available newsletter.
3. Emergency amendments that affect the trial and do not have the benefit of the newsletter to get the change to the membership will be briefed at each class handler's meeting.

## 9. STOCKDOG CLASSES AND QUALIFICATIONS (amended 1/12/2008)

STATEMENT: This Association depends on the honesty and integrity of all members when declaring the qualifications and eligibility of each handler and each dog.

### A-OPEN class

1. Any dog may compete in OPEN class.
2. This class is considered the ultimate test of handlers and dogs to perform the task of a working ranch and trial oriented competition.
3. Entry fees are \$60 per dog per run.
4. OPEN class dogs can be moved back to RANCH class providing that the dog has Not won 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup>, two(2) times at a Sundowner trial. Handler must make that decision prior to entering a trial for the current year. (amended 7/1/2004)
5. OPEN class dogs can compete in NOVICE class if the dog is under 30 months of age on January 1<sup>st</sup> of the trial year.

### B-RANCH class

1. Any dog, regardless of age, may compete as long as it has not won 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> in the OPEN or NOVICE class more than two(2) times in a trial year. (amended 1/6/2005)
2. This class is designed to accommodate dogs that are late starters or lack the training or capability to compete in the OPEN class or not qualified because of age to compete in NOVICE class.
3. RANCH dogs may participate in OPEN class, but must stay in OPEN class, and cannot move back to RANCH class until the next trial year.
4. Entry fees are \$60 per dog per run.
5. The ASSOCIATION RANCH DOG CHAMPION of the year and RUNNER-UP must move to the OPEN class at the beginning of the new trial year.

### C-NOVICE class (deals solely with the age of the dog)

1. Any dog 30 months old or younger on January 1<sup>st</sup> of the trial year may compete in this class.
2. Dog and Handler may compete in OPEN class without losing their NOVICE status, but cannot compete in the RANCH class.
3. Dog and Handler may remain in NOVICE class for more than one trial year under the following circumstances: Example- If dog is 17 months old or younger on January 1, 2003, it would be 29 months old or younger on January 1, 2004, therefore, eligible for the NOVICE class for a second trial year.  
On January 1, 2005 that dog must move up to RANCH or OPEN class
4. The ASSOCIATION NOVICE DOG CHAMPION of the year and RUNNER-UP Must move to OPEN class at the beginning of the new trial year regardless of age.
5. Entry fees are \$60 per dog per run.

D-BEGINNER class (deals solely with the experience of the handler)

1. Any dog of any age may compete in this class.
2. Only handlers that have never trialed or placed first(1<sup>st</sup>) in any trial anywhere at the beginning of that trial year is eligible.
3. Handler's may compete in the class until their fifth(5<sup>th</sup>) – first(1<sup>st</sup>) place win.  
When this has been accomplished, they must move up the next trial year.
4. Dogs can remain in this class as long as they have a BEGINNER handler.
5. Entry fees are \$50 per dog per run. (cattle fees are collected by not assoc. fees)

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