

# **Standing Rules of the International Silken Windhound Society**

Standing rules are the procedures of the organization, or general policy that are not included in the bylaws – they are for guidance and delineation of various club policies and procedures. They cannot be in conflict with the bylaws. Unlike bylaws, standing rules can be changed or amended at any time, with a two-thirds vote of the Board. Standing rules make the frequent/common actions simpler and provide for fairness and continuity of board decisions. They are the details of daily club operations.

## **1. MEMBERSHIP**

1.1. **DEFINITION OF “IN GOOD STANDING”.** A member in good standing (or “current”) shall be any duly elected member (in accordance with ARTICLE 1, SECTION 3) who has met his financial obligations to the Club, including dues and all other amounts that the member has become obligated to pay to the Club or any committee thereof. If any amount owed to the Club by a member shall remain unpaid thirty (30) days after notice to pay said amount is received from the Board of Directors, then the member owing said amount shall automatically lose his status as a member in good standing and shall be suspended from all rights and privileges in the Club until the amount so owed is paid. No member may vote who is not a member in good standing.

## 1.2. **PROCESSING OF APPLICATIONS.**

1.2.1. Upon receipt of a membership application, the Corresponding Secretary shall:

1.2.1.1. notify the prospective applicant within 7 days of its receipt;

1.2.1.2. notify the Board of Directors of its receipt and post the application for review;

1.2.2. After the Board has reviewed the application for a period no longer than one week, the Corresponding secretary shall;

1.2.2.1. post the application for the members to view for a period not less than one week;

1.2.2.2. notify the membership of its receipt and its review by the Board of Directors and call for any objections by the membership to be sent to the Board;

1.2.3. If no objections are received by the Board from the membership, the membership application shall be approved.

1.2.3.1. The Corresponding Secretary shall notify the applicant and add them to the club's roster and to the ISWS-Members list on Yahoogroups.

1.2.3.2. The Corresponding Secretary shall announce the approved application to the membership.

1.2.4. If a written objection or complaint is received, the Board will review the documented objections to determine if they are sufficient enough to warrant exclusion of membership.

1.2.4.1. The Board's review should be executed within 10 days of the receipt of notification by an ISWS Member of their objection to the applicant.

1.2.4.2. The Board's review should take into consideration the nature of the complaint and any effect on the ISWS.

1.2.5. If an application is rejected the applicant may not reapply for a period of twelve months.

## 1.3. **CHANGING TO FAMILY MEMBERSHIP**

1.3.1. When the spouse of an individual who has a Regular Membership with the ISWS wishes to join the Club and change to a Family Membership, the spouse must fill out an application for membership and go through the Club's membership

process. At the time of dues renewal, the membership for those individuals shall be changed to a Family Membership.

## **2. DUES**

### 2.1. Current dues are:

- 2.1.1. Youth Membership - \$10
- 2.1.2. Associate Membership - \$15
- 2.1.3. Regular Membership - \$25
- 2.1.4. Family Membership - \$35

## **3. ELECTRONIC MEETINGS**

### 3.1. MEDIA

- 3.1.1. Members should have access to the appropriate electronic meeting media.
- 3.1.2. All Board Members must have access to the appropriate electronic meeting media.
- 3.1.3. Members without access to e-mail shall waive their right to participate in electronic meetings.

### 3.2. MEETING FORMAT

- 3.2.1. Meetings are considering ongoing through the use of an online forum.
- 3.2.2. Specific club business discussions shall be initiated by the Board through the Recording Secretary or Board Appointed Representative via e-mail to the online forum. At this time, an invite for discussion by the membership is announced. Such messages shall be sent using the "Special Notices" function of the Group.
  - 3.2.2.1. Members, if desiring to not receive e-mail(s) daily from the forum must at the least be set to receive such "Special Notices". If they do not, then they accept that they may miss participation in club business/voting.
  - 3.2.2.2. If there is to be a time limit for completion of business, it shall be announced at the beginning in the initial e-mail.
- 3.2.3. Discussion periods should be no less than two weeks and may continue longer if warranted at the discretion of the Board.
  - 3.2.3.1. Members who do not sign on to the forums at least every other week shall waive their right to participate.

### 3.3. MESSAGE FORMAT

- 3.3.1. Subject Line Format
  - 3.3.1.1. The subject line should reflect the action of the sender and the subject of discussion. (MOTION [and SECOND, if applicable], VOTE, speaking for an item of discussion (FOR) or against it (AGAINST), asking for information or clarification, etc.
- 3.3.2. Messages must include in the signature the member's first and last name.

### 3.4. VOTING

- 3.4.1. A call to vote shall be issued by the Recording Secretary. At this time any specific instructions for the vote shall be announced.
- 3.4.2. The voting deadline shall be no less than 7 days.
- 3.4.3. Upon conclusion of voting, the outcome will be determined by the majority of votes received unless specified otherwise in the ByLaws.
- 3.4.4. The Recording Secretary or Board's designee shall announce the outcome of the vote to the membership. The announcement may include the total number of votes pro and con.

3.5. The Board of Directors shall establish and promulgate procedural rules related to the conduct of electronic meetings and debate.

## **4. TIME ZONES**

- 4.1. When setting deadlines for acceptance of membership votes, the time zone utilized shall be that of the person receiving the votes/ballots. (i.e., for officer elections, the time zone used would be that of the Inspector of Elections; for membership application votes, the time zone used would be that of the Recording Secretary).