

GPCA President

OBJECTIVE

The President shall preside at all meetings of the Club and of the Board and shall have the duties and powers normally appurtenant to the office of President in addition to those particularly specified by the GPCA by-laws.

The President will work closely with the secretary, other officers, and committee chairs to ensure the GPCA by-laws are being followed, dates are being met, and tasks are being completed.

The President is the caretaker of the GPCA constitution and by-laws and ensures that all AKC guidelines and standing rules are being followed.

GPCA BY-LAWS

Club Meetings

- Special Club Meetings may be called by the President or as stated in the by-laws.
- Other meetings of the Board of Directors shall be held at such times and places as are designated by the President or by a majority vote of the entire Board.
- The Annual Meeting shall be held in conjunction with the National Specialty between the first week of September and the last week of November of each year at a place, date and hour designated by the Board of Directors 60 days before the National Specialty Show.
- The Annual Board Meeting will be held before the Annual Meeting in conjunction with the National Specialty.

Conducting Board Business and Meetings

- Board business may be conducted by email. The President ensures that discussions and votes are conducted properly and fairly.
- The President will ensure that the club agenda is followed and all necessary Board business is discussed and reported to the membership via minutes in the Pinscher Press.
- The President will approve the minutes of all meetings and ensure that the minutes are available to the GPCA members.
- The President will direct the secretary to provide a summary of items that need to be discussed at the Annual Meeting developed from the minutes of Board business and the previous Annual Meeting.
- The President will call for items to be discussed at the Annual Meeting from the Board members.
- The President and the Board will entertain items to be included in the agenda from the membership.
- The President will ensure that the order of business is followed at annual meetings as stated in the by-laws.

Committees

- The President will direct the Board to select and appoint committee chairmen and members.
- The President will call for Committee Reports for the Annual Board and Annual General Meetings.
- The President will direct the secretary to provide the Committee Reports to the Board members prior to the Board meeting.
- The President will direct the secretary to ensure that these reports are available to all GPCA members at and after the annual meeting.
- The President and the Board will ensure that committees are functioning properly.
- The President will direct the Board to discuss and possibly replace committee chairmen who are not performing their committee functions as stated in the GPCA bylaws.
- The President is an ex-officio member of all committees (without a vote) except the nominating committee.

Elections

- The President will direct the Board to select a nominating committee as stated in the GPCA by-laws.
- The President will ensure the nominating committee is aware of the requirement of the GPCA by-laws in the nomination process.
- The President will direct the secretary to call for additional nominations as stated in the GPCA by-laws.
- The President will direct the Board to decide how the votes will be counted as discussed in the GPCA by-laws. If a committee is required to count the votes, the President will direct the Board to select the tally committee.
- The President will ensure the tally is printed in the Pinscher Press.

Voting

- The President will direct the Board to decide how votes required of club members will be counted and direct the secretary to follow this direction from the Board.
- The AKC standard and by-law changes will be handled as directed by the by-laws.

Discipline

- If required, direct the board to establish a committee or hearing to consider charges.
- Ensure that the committee or those at the hearing are aware of the requirement of the GPCA by-laws concerning discipline.

- Expulsion of a member from the Club may be accomplished only at the annual meeting of the Club following a hearing and upon the recommendation of the Board or Committee as provided in the GPCA by-laws. The defendant shall have the privilege of appearing in his own behalf though no evidence shall be taken at the meeting.
- The President shall read the charges and the findings and recommendations, and shall invite the defendant, if present, to speak in his own behalf. The meeting shall then vote by secret written ballot on the proposed expulsion. A 2/3 vote of those present and voting at the annual meeting shall be necessary for expulsion. If expulsion is not so voted, the suspension shall stand.

ROBERT'S RULES OF ORDER

Roll of the President at Meetings

- The President enforces the rules and designates who is to speak at any give time at meetings.
- Make the meetings orderly, fair and expeditious.
- The President must be knowledgeable of Robert's Rules of Order and the clubs by-laws.
- Make sure that motions are clearly worded. You can require that the motions are written and then given to the secretary.
- Make sure everyone understands a motion.
- The President may vote only to break a tie.

Materials Required at a Meeting

- Copy of the club by-laws
- A copy of Robert's Rules of Order
- A list of the committee and chairman
- A list of the club standing rules
- A list of the complete order of business for the meeting drawn up by the secretary. The secretary uses the previous meeting minutes and other minutes of business to assist the president in developing items of discussion.

Annual Meeting Requirements

- The President should lead - not enter discussions at the meeting.
- The President will give a report to the members.
- The President should stand to call the meeting to order and to call for order as needed.
- The President can require members to stand when they have the floor.
- Standing rules can be set for the meeting if approved by a majority of those present.
- A limit of two minutes shall be allotted to each speaker on any given item.
- Board members may interrupt a speaker for the purposes of clarification and information.

Board Meeting Requirements

- Members are not required to obtain the floor before they speak or to make a motion.
- Motions do not need to be seconded.
- No limit to the number of times a member may speak.
- Informal discussions are allowed without a motion.
- The chair may enter the discussion.
- A formal motion is not required for a vote.
- The group can set standing rules such as allowing the president to vote.

Standing Rules

- Rules of order may be decided upon by a majority attending a meeting. These rules apply only for this specific meeting and are not considered standing rules.
- Standing rules only require a majority vote to adopt.
- Standing rules require only a majority vote to amend.
- A standing rule that violates or conflicts with a by-law is out of order.
- A standing rule is administrative in nature.

Custom

- Sometimes a group gets into the habit of doing something in the same way over and over again until it becomes an established custom. It comes to be followed practically as if it were a rule of order.
- A custom can never conflict with a written rule. If the conflict is pointed out, the written rules must be followed rather than the custom.