

Friends of Kenosha County Dog Parks By-Laws

Article I – NAME

The name of the organization shall be “Friends of Kenosha County Dog Parks”. This group was established as a result of the Kenosha County Dog Parks Planning Committee in August 2010.

Article II – PURPOSE

Mission

To actively support and sustain the off-leash Kenosha County Dog Parks, where well behaved canine citizens can exercise in a clean, safe environment.

Vision

To provide a beautiful and well-maintained public space open to dog lovers and friends who will uphold the dog park's rules and regulations; to view the dog parks as a community project in partnership with the County of Kenosha and area civic organizations that satisfies the needs of dog owners and non-dog owners alike.

Commitments

1. To educate the public as to the importance of responsible canine ownership, exercise to promote good canine behavior, and proper human-canine park etiquette.
2. To support the Kenosha County Division of Parks operations and maintenance of Kenosha County off-leash dog parks.
3. To promote the value of the human-canine bond for all, including family pets, service dogs, therapy dogs, working dogs, search and rescue dogs, or sporting dogs.

Article III – MEMBERSHIP

To be a member, an individual participates in the activities of the group by attending a minimum of four (4) meetings or functions (regular monthly meetings, workgroup meetings or volunteering at an event). Membership will be of an advisory nature. Qualifications for membership are the desire, concern, compassion, and dedication to make this a better community for the citizens and their canine companions. Youth are encouraged to become a member of this organization.

Article IV – EXECUTIVE COMMITTEE

The business of the organization shall be managed by the Executive Committee consisting of the Chairperson and/or Co-Chairpersons; the Secretary/Treasurer; the Kenosha County Parks General Manager; and a representative of the Kenosha County Executive’s Office.

Section 1: Executive Committee

The Executive Committee is responsible for overall policy and direction of the organization.

A. Chairperson

The Chairperson shall prepare and distribute meetings agendas, conduct all meetings, and facilitate discussion and flow of ideas and information to all workgroups and members. The

Chairperson shall recruit and appoint workgroup chairpersons/co-chairpersons. The Chairperson shall forward all recommendations and actions for consideration to the Kenosha County Highway and Parks Committee of the Kenosha County Board of Supervisors.

B. Co-Chairperson

The Co-Chairperson shall share leadership with the Chairperson in all activities.

C. Secretary/Treasurer

The Secretary/Treasurer shall organize and collect all organization business information, keep records, minutes of meetings, and member rosters. The Secretary/Treasurer shall keep track of all monies from events, donations and sales, which will be deposited into the Dog Park Fund of the Division of Parks. The Secretary/Treasurer shall provide a financial report at each monthly meeting. All monetary requests must go through the Treasurer and be approved by the Executive Committee.

Section 2: Workgroups

The Workgroups handle the operational responsibilities of the Friends of Kenosha County Dog Parks. Each workgroup has a chairperson and/or co-chairpersons. Any decisions that involve the organization as a whole must be approved and/or voted on by either the Executive Committee or the Friends of Kenosha County Dog Parks, depending upon the nature of the decisions needing to be made.

A. Fundraising/Events

To promote and uphold the mission, vision and commitments of the Friends of Kenosha County Dog Parks by conducting, and participating in, fundraisers and special events to provide funding for the maintenance and improvements of the Kenosha County off-leash dog parks. The workgroup is responsible for marketing, soliciting and researching sources of funding in the forms of donations, grants and in-kind services.

B. Operations/Volunteer Involvement

To promote and uphold the mission, vision and commitments of the Friends of Kenosha County Dog Parks by establishing a concise set of rules and regulations that will allow for the safe operation of the off-leash dog parks, benefiting dog owners and the public alike, in Kenosha County, Wisconsin. The Operations/Volunteer Involvement Workgroup is responsible for collecting and organizing all comments, ideas and other input from members and the community to further enhance the amenities and accommodations of the dog parks. The Operations/Volunteer Involvement Workgroup will recruit volunteers to assist with park patrol at each of the dog parks.

C. Public Relations/Publicity

To promote and uphold the mission, vision and commitments of the Friends of Kenosha County Dog Parks by providing ongoing publicity to promote the dog parks. The Public Relations/Publicity workgroup is responsible for the website, organizing a speakers bureau and developing a display.

Section 3: Officers

Individuals on the Executive Committee must be committed to developing, enacting and implementing policy and taking responsibility for dog park business.

A. Elections

Elections shall be held annually in September.

B. Terms of Office

- The terms of each office shall by October 1 – September 30.
- Chairperson/Co-Chairpersons serve a two (2) year term, elected in the even number years.
- Secretary/Treasurer serves a two (2) year term, elected in the odd-numbered years. The first Secretary/Treasurer shall serve a 1 year term.

C. Removal of Office

An individual may be removed when sufficient cause exists for such removal, which shall be determined by a majority of the Executive Committee.

D. Resignation of Office

Any individual may resign at any time by delivering written notice to the Chairperson/Co-Chairpersons. Any such resignation shall take effect at the time specified therein, or if the time is not specified, upon delivery of the written resignation.

Section 4: Conflict of Interest

Any Executive Committee member or Workgroup Chairperson who has been found to have engaged in the following, either willfully or on a repeated basis, shall be deemed as having a conflict of interest:

- activities that are directly contrary to the interests of this organization
- misrepresentation of this organization and its policies to outside third parties
- deriving a private benefit of personal gain

The Executive Committee will consider what course is necessary to resolve this matter. The offending individual will be advised of the allegations and either immediately asked to resign or be given an opportunity to present any contrary evidence or explanation he or she may have to the Executive Committee.

Section 5: Vacancies

A vacancy or vacancies in the Executive Committee or Workgroup Chairpersons shall be deemed to exist in the case of death, resignation or removal from said office. Vacancies will be filled by an appointment of the Executive Committee until the next election.

Article V – MEETINGS

All meetings are open to the public and shall be posted on the dog parks website.

Section 1: Meetings

The Friends of Kenosha County Dog Parks will hold monthly meetings. The Annual Meeting will be held each September.

Section 2: Workgroup Meetings

Each Workgroup will hold a minimum of four (4) meetings per year. The Workgroup Chairperson/Co-Chairperson is responsible for determining the content, direction, time and place for each meeting and must give all members a minimum of fourteen (14) days advance notice of such meetings.

Section 3: Executive Committee Meetings

The Executive Committee may hold meetings at any time.

Section 4: Rules of Procedure

All meetings shall be conducted in semi-informal manner. If at any time during the course of a meeting an individual feels that the spirit and intention of these by-laws is not being adhered to, then a call of point of order shall be made, and at the discretion of the Chairperson/Co-Chairpersons a discussion may ensue to seek clarification and/or resolution.

Article VI – VOTING

Section 1: Voting

A quorum consists of a majority of members present at that meeting. At any meeting, if a majority so requires, any question may be voted upon. At all meetings, votes shall be by voice unless a written vote is deemed necessary (i.e. for election of officers).

Section 2: Voting Eligibility

Only those members regularly participating in meetings and activities are eligible to vote. (*Refer to Article III Membership*).

Article VII FINANCES

The fiscal agent for this organization shall be the Kenosha County Division of Parks.

Article VIII – AMENDMENTS

These by-laws may be altered, amended repealed or added to by an affirmative vote of a quorum of the members. Notice of changes or additions must be provided no less than thirty (30) days prior to the meeting at which such changes or additions are to be considered.

Article IX – DECLARATION

It is understood that the Friends of Kenosha County Dog Parks is a non-partisan, non-sectarian citizens advisory organization specific to the creation and operation of Kenosha County dog parks and that these by-laws are written as general guidelines under the approval and jurisdiction of the Kenosha County Highway & Parks Committee of the Kenosha County Board of Supervisors, for the effective functioning of this organization.

These by-laws were adopted by the Friends of Kenosha County Dog Parks on September 7, 2010.