

**KENTUCKY BAR ASSOCIATION  
ANIMAL LAW SECTION  
BY-LAWS**

**ARTICLE I**

**NAME AND PURPOSE**

Section 1. Name. The organization shall be known as the Animal Law Section [the "Section"] of the Kentucky Bar Association [the "Association"].

Section 2. Purpose. The purpose of the Section shall be as follows:

- A. To provide an organization within the Association for persons with an interest in animal law and to further the knowledge, skills, and professionalism of members involved in that field of law;
- B. To provide a forum for and promote the advancement of the legal protections of animals;
- C. To improve the quality of all aspects and types of animal law by education, research, communication, and liaison with interested groups;
- D. To increase interest in the field of animal law by members of the Association, non-members of the Association, and lay persons;
- E. To communicate and cooperate with other sections of the Association with respect to matters of animal law that affect them;
- F. To promote ethical and competent practice of animal law;
- G. To disseminate information for the better understanding of the public in matters relating to animal law;
- H. To improve the administration and application of laws, rules, and regulations in animal law matters and to further legitimate legislative objectives; and
- I. To do such other activities as may be necessary and appropriate to fulfill any or all of the foregoing statements of purpose.

## ARTICLE II

### MEMBERSHIP AND VOTING

Section 1. Membership. Membership in the Section is open to all members of the Association in good standing. A membership fee shall be assessed annually to those members of the Association who wish to be members of the Section. This fee shall be determined by Section membership and shall be due and payable with the Association dues, and any increase shall be subject to approval by a majority vote of the Section members present and voting at an Annual Meeting. Dues for new members of the Section shall be paid at the time of admission to the Section. Only Association members whose Section dues are current shall be members of the Section. Law students may attend meetings of the Section as non-voting guests.

Section 2. Voting. Only current dues paying members of the Section shall be qualified electors to vote and hold office in the Section. Actions taken at a meeting of the Section membership shall be by a majority vote of those members physically present and voting at such meeting.

Section 3. Participation. All members of the Association who express an interest in animal law and activities of the Section may participate in the programs, meetings, and social events sponsored by the Section.

## ARTICLE III

### OFFICERS AND COMMITTEES

Section 1. Officers.

- A. The officers of this Section shall consist of the Chair, Chair-Elect, Vice Chair, Secretary, Treasurer, Standing Committee Director, and Immediate Past Chair. They shall be elected on a biennial basis at the Annual Meeting of the Section for a two-year term and shall qualify by acceptance.
- B. Unless otherwise provided herein, officers shall serve for a term of two (2) years, beginning with the adjournment of the Annual Meeting of the Section at which they are elected, and ending with the adjournment of the Annual Meeting of the Section two (2) years later, or until their successors shall have been duly elected and assumed office.
- C. Unless otherwise provided herein, in the event an officer is unable or unwilling to serve, the Chair shall appoint, subject to approval of the Executive Committee, an officer to serve in the vacant position for the remainder of the then current term until formal election of a successor pursuant to the terms of these by-laws.

## Section 2. The Executive Committee.

- A. The Executive Committee of the Section shall consist of the officers of the Section.
- B. The Executive Committee shall consult with and advise the Chair in the interval between Annual Meetings. All members of the Executive Committee with the exception of the Immediate Past Chair and Standing Committee Director shall have one (1) vote on matters before the Executive Committee. Actions taken at a meeting of the Executive Committee shall be by a majority vote of those eligible members of the Executive Committee present and voting at such meeting.
- C. Any matters not specifically reserved to the members of the Section in these by-laws may be taken by the Executive Committee.

## Section 3. Standing Committees

- A. The standing committees of the Section shall be Continuing Legal Education, Membership, and Public Policy Issues.
- B. The standing committees shall be advisory to the Standing Committee Director and to the Executive Committee and have such duties as directed by the Standing Committee Director or the Executive Committee.
- C. The Chair shall with the approval of the Executive Committee create such special committees he or she deems necessary.
- D. The Standing Committee Director shall with the approval of the Executive Committee appoint the chairpersons of each standing committee. In making such appointments, the Standing Committee Director shall consider qualifications, geographic diversity, and representation of all interests within the Section.

## ARTICLE IV

### DUTIES OF THE OFFICERS

Section 1. Chair. The Chair of the Section shall serve as the chief executive officer of the Section, preside at all meetings of the Section and of the Executive Committee, and perform other such duties as assigned by membership or by the Executive Committee. The Chair shall prepare a report of the activities for the past year for presentation at the Annual Meeting of the Section and the Association. The Chair shall have one (1) vote on matters before the Executive Committee. The Chair shall, upon expiration of his or her term as Chair, succeed to the office of Immediate Past Chair for a term of two (2) years, beginning with the adjournment of the Annual Meeting of the

Section at which he or she assumes office, and ending with the adjournment of the Annual Meeting of the Section two (2) years later.

Section 2. Chair-Elect. The Chair-Elect shall serve as the assistant to the Chair and shall perform such duties as assigned by the Chair or the Executive Committee. The Chair-Elect shall monitor and administer the election of officers. The Chair-Elect shall assist the Chair in implementing the policies and programs of the Section and regularly report to the Section concerning those efforts. The Chair-Elect shall prepare to assume the duties of the Chair. The Chair-Elect shall have one (1) vote on matters before the Executive Committee. The Chair-Elect shall, upon expiration of his or her term as Chair-Elect, succeed to the office of Chair for a term of two (2) years, beginning with the adjournment of the Annual Meeting of the Section at which he or she assumes office, and ending with the adjournment of the Annual Meeting of the Section two (2) years later.

Section 3. Vice Chair. The Vice Chair of the Section shall assist the Chair and Chair-Elect in implementing the policies and programs of the Section. The Vice Chair shall perform the duties of the Chair during the absence or disability of the Chair. The Vice Chair shall have one (1) vote on matters before the Executive Committee.

Section 4. Secretary. The Secretary shall issue notices, take and retain custody of the records of the Section and Executive Committee, and be responsible for all incoming and outgoing correspondence of the Section and Executive Committee. The Secretary shall have one (1) vote on matters before the Executive Committee.

Section 5. Treasurer. The Treasurer shall maintain accurate records of all the Section's bank accounts and all internal 'accounts' or balances within the Association itself, and be prepared to report on the same at the Annual Meeting of the Section, as well as the regularly scheduled meetings of the Executive Committee. The Treasurer shall have one (1) vote on matters before the Executive Committee.

Section 6. Standing Committee Director. The Standing Committee Director shall serve in an advisory capacity to the Chair and as the Executive Committee's liaison to the standing committees. The Standing Committee Director shall not vote on matters before the Executive Committee.

Section 7. Immediate Past Chair. The Immediate Past Chair shall serve in an advisory capacity to the Chair and perform such functions as the Chair shall direct. The Immediate Past Chair shall not vote on matters before the Executive Committee.

## ARTICLE V

### ELECTIONS

#### Section 1. Biennial Meeting Nominations and Elections.

- A. All elections shall be conducted at the Annual Meeting of the section on a biennial basis. Letters of self-nomination shall be received at the office of the Kentucky Bar Association from members of the Section. A business letter indicating the office for which the candidate intends to run (the "Nomination Letter") shall be sufficient for submitting such nomination. Nominations shall close promptly at midnight on May 1<sup>st</sup> of each year during which elections are held and any nominations received thereafter shall be disregarded. The Chair-Elect shall deliver to the Secretary the original Nomination Letters within ten (10) days of the close of the nominations.
- B. Except as specifically provided otherwise, the Officers of the Section shall be elected by a majority vote of those current dues paying members of the Section physically present and voting. Elections shall be by voice except for contested positions, which will be by written ballot.
- C. In the event no member has filed a Nomination Letter for any of the offices set out in Article III, Section I, Paragraph A of these by-laws, the current Executive Committee shall, prior to holding elections that year, meet and nominate a member (or members) for those office(s).

## ARTICLE VI

### MEETINGS

Section 1. Annual Meeting. An Annual Meeting of the Section shall be held as a part of the Association's Annual Convention.

Section 2. Special Meetings. Special Meetings of the Section may be called (a) by the Chair, (b) by a majority of the Executive Committee, or (c) upon written request to the Secretary of not less than twenty-five (25) percent of the members of the Section. Notice of the time and place of each Special Meeting shall be sent least thirty (30) days in advance by written notice to members of the Section. Such notice shall be sent by first class mail or by email at the electronic mail address on record with the Association.

Section 3. Quorum. Except as otherwise stated in these by-laws, five (5) members of the Section physically present at a properly scheduled meeting of the Section shall constitute a quorum for the purposes of transacting business at such meeting.

Section 4. Executive Committee Meetings. The Executive Committee shall meet not less than four (4) times each year. The meetings of the Executive Committee shall

be called by the Chair or upon written request to the Vice Chair of not less than three (3) voting members of the Executive Committee. A quorum for meetings of the Executive Committee shall be three (3) voting members. The time and place of the meetings of the Executive Committee shall be announced at least ten (10) days in advance by written notice to its members. Such notice shall be sent by first class mail or by email at the electronic mail address on record with the Association.

## ARTICLE VII

### AMENDMENTS

These by-laws may be amended at any Annual Meeting or properly scheduled meeting of the Section membership by two-thirds (2/3) vote of the members of the Section physically present and voting, provided that notice of the substance of the proposed amendment(s) shall either have been published in the Kentucky Bench and Bar or sent to all members of the Section by written notice to its members. Such notice shall be sent by first class mail or by email at the electronic mail address on record with the Association. The amendment takes effect after it has been approved by the Section and the Board of Governors.

ADOPTED THIS 10<sup>th</sup> DAY OF JULY, 2014, BY THE MAJORITY OF THE ANIMAL LAW SECTION MEMBERS PHYSICALLY PRESENT AND VOTING.

Kathryn Callahan, CHAIR

Megan Engle, CHAIR-ELECT

Lisa Bryant, VICE CHAIR

Lauren Brooke, SECRETARY

Jeff Staton, TREASURER

Leslie Rudloff, STANDING COMMITTEE DIRECTOR