

NEW HAMPSHIRE FEDERATION OF HUMANE ORGANIZATIONS, INC.
BYLAWS

ARTICLE I – Name

1. The name of this organization shall be the “New Hampshire Federation of Humane Organizations, Incorporated.”
2. The address of the organization shall be that of the President.

ARTICLE II – Purpose

1. The unification of efforts for the rescue and relief of suffering or homeless animals, the exchange of information, and any other charitable or benevolent acts for the welfare of animals.

ARTICLE III – Membership

1. There shall be two types of membership:
 - a. Voting: Membership shall be open to all incorporated and/or licensed humane organizations that are organized and located within the state of New Hampshire.
 - b. Non-Voting: Associate membership shall be open to all individuals and organizations not eligible for voting membership and supporting the Federation’s objectives.
2. Membership shall be upon written application and subject to the approval of the voting membership.
3. Membership fees shall be determined annually by the voting members. There shall be an initial membership fee of fifty dollars (\$50.00). Associate membership fees shall be five dollars (\$5.00) annually.
4. Each member organization in good standing whose dues are paid for the current year shall be entitled to one vote. Except as otherwise provided by these By-Laws or by law, the actions of the Board shall be taken through a majority vote of the members present. Written proxies, telephone, and email votes may be used if approved by a majority of the Board.
5. NHFHO members in good standing will not engage in activities incongruent or antagonistic with the purposes, policies, or philosophies of the Federation and/or its members; and will not use “no kill” to describe their operations but rather “open admission,” or “special admission.”
6. Membership may be terminated:
 - a. By resignation. Any member in good standing may resign from the Federation upon written notice to the Secretary.
 - b. By Lapsing. A membership will be considered lapsed and automatically terminated if such member’s dues remain unpaid 90 days after the first day of the fiscal year; however, the Board may grant an additional 90 days grace to such delinquent members in meritorious cases.
 - c. By expulsion. A member may be expelled by a simple majority vote at any regular or special meeting of the Federation where a quorum is present if that member is deemed to be engaged in activities described in Article III, Section 5.

ARTICLE IV – Officers and Directors

1. The officers of this Federation shall consist of a President, First Vice President, Second Vice President, Secretary, and Treasurer. These officers shall be elected at each annual meeting and shall serve for a term of one year. Terms to be limited to no more than three consecutive terms for all officers of the Federation.
 - a. The President shall preside at all meetings of the Federation and the Board, and shall be responsible for the day-to-day operation of the Federation, and shall have the powers normally appurtenant to the office of President in addition to those particularly specified in these Bylaws.
 - b. The First Vice President shall assist the President in the day-to-day operation of the Federation, and shall have the duties and exercise the powers of the President in the event of the President’s death, absence, or incapacity, and shall carry out responsibilities as delegated by the President.
 - c. The Second Vice President shall assist the First Vice President with responsibilities as delegated by the First Vice President or President, and shall assist the Secretary with responsibilities as delegated by the Secretary or President. The Second Vice President shall have the duties and exercise the powers of the First Vice President in the event of the First Vice President’s death, absence, or incapacity, or assumption of the Presidency.
 - d. The Secretary shall keep a record of all meetings of the Federation and of the Board and of all matters of which a record shall be ordered by the Federation, and shall have charge of the corresponding and notification of members of meetings and officers and directors of their election to office; keeping a roll of Federation members with their addresses and telephone numbers; and carrying out such duties as are prescribed in the Bylaws.
 - e. The Treasurer shall collect and receive all moneys due or belonging to the Federation, and shall

deposit same in bank satisfactory to the Board in the name of the Federation. The Treasurer's books shall at all times be open to inspection by the Board and the Treasurer shall report to them at every meeting the condition of the Federation's finances and every item of receipt or payment not before reported; and at the annual meeting the Treasurer shall render an account of all the moneys received, expended, and dispersed during the previous year. The Treasurer shall pay bills upon the written approval of the President, and all such transactions shall be confirmed at the next meeting of the Board.

2. The Federation's Board of Directors shall consist of Executive Officers and President Ex-Officio.
3. Any vacancy occurring on the Board or among the Officers during the year shall be filled for the unexpired term of office by a majority vote of the existing members of the Board at any regular or special meeting called thereafter.

ARTICLE V - Committees

1. The President shall each year appoint a Nominating Committee of three from the membership. The Nominating Committee shall report a list of nominees for Officers which shall be voted upon at the annual meeting.
2. The President shall each year appoint standing committees for Legislation and Membership, which shall be responsible for those activities and reports normally appurtenant to such committees.
3. The President may appoint ad hoc or special committees at any time, which shall report to and always be subject to the final authority of the Board.

ARTICLE VI – Meetings

1. The Federation's fiscal year shall begin on the first day of January and end on the thirty-first day of December. The Federation's official year shall begin immediately at the conclusion of the elections at the annual meeting and shall continue through the elections at the next annual meeting.
2. The annual meeting of this Federation shall be held during the month of September at such place and time as the Board of Directors shall designate.
3. Called or special meetings of this Federation may be held for purpose of transacting such business as may be considered of importance or need to the organization, at such place and time designated by the President or by a majority vote of the Board of Directors.
4. Notice of all meetings shall be issued in writing ten days in advance by the Secretary.
5. A quorum is one-third of the voting membership. A vote is passed by simple majority.
6. Since regular monthly meetings of the Board of Directors are not necessary, meetings are to be held upon call of the President or a majority of the Board of Directors at such time and place as may be designated. Two-thirds of the Board members shall constitute a quorum.

ARTICLE VII – Amendments

1. Amendments to the bylaws may be proposed by the Board or written petition addressed to the Secretary signed by five member organizations in good standing.
2. The By-Laws may be amended at any regular meeting of the Federation. Proposed changes and the date for the vote must be circulated to the membership at least two weeks prior to the scheduled meeting. The favorable vote of 2/3 of the voting member organizations in good standing shall be required to affect any such amendments.
3. The bylaws may be amended at the annual meeting of the Federation. The favorable vote of two-thirds of the voting member organizations in good standing shall be required to affect any such amendments.

ARTICLE VIII – Governing Rules

1. The order of business of any meeting of the Federation shall be according to Robert's Rules of Order.
2. Questions of parliamentary procedure shall be governed in order by state statutes, the Articles of Incorporation, or these bylaws, and Robert's Rules of Order.

ARTICLE IX - Dissolution

1. The Federation may be dissolved only by the written consent of not less than two-thirds of the voting members.
2. Upon dissolution, all remaining assets shall be distributed equally to member organizations in good standing having exempt status under Section 501(C)(3) of the Internal Revenue Code as it exists at the time of dissolution.