

# MINNESOTA PUREBRED DOG BREEDERS ASSOCIATION WELCOME

Thank you for your interest in MPDBA. We welcome anyone to become a member of our organization who is interested in promoting education regarding purebred dogs, responsible dog ownership, and ethical breeding. You DO NOT need to be a dog breeder to join, although most of our members currently breed or have in the past. We do expect our members to be knowledgeable about their breeds and breed standards, health issues, grooming, and all other aspects related to their breed and willing to share this knowledge with the public. We also encourage members to be proactive in tracking local ordinances, and to be aware of state and federal legislative efforts that may limit dog ownership and hobby breeding. See our page on legislation for more information.

## *In order to become an individual/household member, a person must:*

- Attend one meeting, usually the third Thursday of the month.
- Club and commercial applications require an officer attend one meeting as a home visit is not done. Currently meetings are held in person and via Zoom.
- Obtain an application form, and copy of Code of Ethics, Code of Conduct plus other information from the membership chair.
- Submit the application form, along with application fee/first year dues (check made out to MPDBA) to the membership chair. Your form must be signed by applicant(s). Two sponsors must also sign. **Sponsors are current members in good standing who are not related to each other.**
- Write a letter of intent as to why you wish to be a member. HINT: “I want to sell puppies” is NOT a good reason.
- Participate in a home visit that is scheduled with a Board member who submits a home visit form to the Board for review.
- New members have two readings, the first after which the applicant’s name, address, and breed(s) are published in our newsletter. The second reading is done the following month and published in the newsletter as well. After all requirements are met for membership (i.e., home visit), the Board votes on approval of your membership. If you have questions, please contact the membership chair.

## **DUES:**

- Individual \$25.00/Yr
- Household \$30.00/Yr
- Club \$40.00/Yr
- Commercial \$40.00/Yr

**Roberta (Bobby) Moore-Riebel**  
MPDBA Membership Chair  
6755 East River Road, Fridley, MN 55432  
[mpdbamembership@gmail.com](mailto:mpdbamembership@gmail.com)  
(763) 614-7607

[www.minnesotapurebreddogs.org](http://www.minnesotapurebreddogs.org)





# Minnesota Purebred Dog Breeders Association New Commercial Organization Membership Form

Complete the form (with signatures) and return with fees  
Bobby Moore-Riebel, Membership Chair - [mpdbamembership@gmail.com](mailto:mpdbamembership@gmail.com)

**An officer MUST sign this form.** To qualify to advertise and/or demo at the State Fair your organization must complete this form ASAP, this is intended to give MPBDA time to vote and add your organization to the State Fair schedule if possible. Scheduling for the State Fair starts in May and needs to be complete by mid June.

## Organization Information

Name of Commercial Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

Preferred Phone: ( ) \_\_\_\_\_ 2nd Phone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**\*\*All MPDBA information will be sent to the above delegate, and this information will be what is printed in the directory and on the website\*\***

## General Information

Please check the appropriate box below and answer the questions as applicable to your organization:

Is this organization a subsidiary of a larger corporation:  Yes  No

Name of Principal Partner or President \_\_\_\_\_

Business Address (if different from above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of business or services engaged in: \_\_\_\_\_

## MN State Fair Contact (If the same as the President please indicate same)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**\*\*By signing here you agreed that you have read and understand the MPBDA Code of Ethics and the MPBDA Code of Conduct\*\***

\_\_\_\_\_  
(Signature of an Officer)

\_\_\_\_\_  
(Date)

Renewal fee  \$40.00

**Make check payable to MPDBA or Use the PayPal option, return form and check or PayPal receipt to:**

**Bobby Moore-Riebel, MPDBA Membership Chair**

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# MPDBA CODE OF CONDUCT

## *What is a code of conduct?*

- A code of conduct is a set of rules outlining the norms, rules, and responsibilities or proper practices of an individual party or an organization. (From a formal business view.)

## *What constitutes misconduct?*

- Unethical organizational communication:
  - Categories of coercive, destructive, deceptive, intrusive, secretive and manipulative exploitive behaviors. Unethical tactics are those meant to deceive or harm others with no overwhelming individual or societal good that outweighs the harm of deceit.
  - Communication that places MPDBA's professional reputation at risk in the eyes of the general public or organizations we work with.
  - Not following AKC rules of good sportsmanship and the misconduct rulings of the AKC as stated in MPDBA constitution & bylaws.

## *What is the outcome of misconduct?*

- Unethical behavior has serious consequences for both individuals and organization. Loss of job, reputation, organization's loss of credibility, general morale and productivity decline.

## *The next page is the MPDBA's Code of Conduct.*

1. State Fair Committee will send out copies to be signed by all State Fair attendees, sent back and filed with their rabies certificates.
2. MPDBA Code of Conduct is considered part of Standing Rules, and as such will be included as a section of the Standing Rules, once they are completed and as already adopted by MPDBA.
3. All Board Members and Officers of MPDBA must sign the MPDBA Code of Conduct.

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## **MPDBA Code of Conduct**

MPDBA's guiding principles on personal conduct as an officer, board member or member representing our organization in both internal and public interactions.

**Our mission statement: Minnesota Purebred Dog Breeders Association is a nonprofit organization. Our mission is to benefit the welfare and well-being of purebred dogs and breeders, owners and potential buyers within the State of Minnesota and surrounding areas.**

**As MPDBA members, we strive to uphold and follow AKC Rules of Good Sportsmanship, etc., as written in the MPDBA Constitution & Bylaws, Article VII.**

***We represent MPDBA. As officers, board members, and members, when conducting MPDBA business we shall:***

- Maintain a professional decorum.
- Treat each other with respect and kindness.
- Be honest, open to listening and transparent in communication.
- Strive for impartiality and objectivity when dealing with others, both inside MPDBA and with the general public.
- Communicate openly and honestly with the board, colleagues and the general public.
- Maintain confidentiality in professional relationships.
- Be open to listen to different points of view without judgment.
- Recognize progress over perfection. Critical thinking includes identifying and celebrating the successes within a project and identifying the details that can be improved upon in the future.
- Ensure that in every project, we keep in mind our mission statement and why we are here.

***When representing MPDBA at all events, either sponsored by us or invited to, we will adhere to the following:***

***Dress Code:***

- Maintain a neat and modest appearance when working with the public.
- Based on the event, we will follow the dress code above and any other attire direction as determined by the chair and committee of the event. (Example: Board/members wear MPDBA t-shirt when manning the desk at the Pet Pavilion.)

***Decorum:***

- Maintain a professional demeanor when speaking.
- Refer all concerns on execution of event details to the event chairperson or co-chairperson, if you are not designated as responsible for the execution details of the event.
- All discussions/debates of a difference of opinion should be handled with the utmost care and held away from public view and hearing. This includes venting and private conversations.
- Do not use raised voices, or abusive language.
- Do not touch event attendees while working as a volunteer representing MPDBA.
- Alcoholic beverages and weapons of any kind are prohibited for any volunteers participants while working the at an MPDBA sponsored event. Alcohol is allowed only after all volunteer duties are complete.
- MPDBA bans weapons of any kind at all MPDBA events, whether sponsored by MPDBA or other entities.
- Topics discussed at events are determined by the chair and committee of the event. (Example: What can and cannot be said around dog prices at the state fair is determined by the state fair committee.)

***Disciplinary actions.***

**Follow the request for grievance review as stated in MPDBA Constitution & Bylaws, Article VII.**

**Three strike rule:**

- First strike: verbal warning - request for improvement. President uses verbal form for record.
- Second strike: written warning - corrective actions or coaching may be needed on the issue. President uses written warning for record.
- Third strike: Grievance Committee: Follow the request for grievance review as stated in MPDBA Constitution & Bylaws, Section VII.

**The grievance committee will determine the severity of the conduct and whether it deems a stricter outcome, and the duration of the outcome, which could include:**

- Removal from committee.
- Removal from the board.
- Removal from the membership.

*Grievance outcome to be communicated by President to those involved, via email form. See attached form.*

*Grievance records kept by Secretary.*

*Grievances must be filed within 60-90 days from the incident.*

*Consequences and timelines will be determined by the committee.*

A stricter outcome may include skipping the first steps of discipline based on severity of behavior. (Example: Physical altercations could have an outcome of removal from event, board or membership.)

**Grievance Tracking:**

*Members who bring a grievance or are part of a grievance should be protected from the outcome of the grievance. Retaliation, and/or continuing to pursue grievances that are dismissed by committees will not be tolerated and is detrimental to the MPDBA's ongoing work and mission statement.*