

RULES
and
CONSTITUTION
of the
EAST COAST LADIES
KENNEL ASSOCIATION



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RULES OF THE EAST COAST LADIES KENNEL ASSOCIATION

1. NAME:

The name of the club shall be **EAST COAST LADIES KENNEL ASSOCIATION**.

2. OBJECTS:

- (a) To hold Ribbon Parades, Shows and other functions as decided by the Committee for the betterment and promotion of all breeds of dogs.
- (b) To promote and culture, goodwill and sportsmanship among exhibitors.
- (c) To co-operate with kindred clubs and societies having similar objects.
- (d) To assist and advise all members in matters concerning the breeding, exhibiting, and general care of all dogs.

3. CONSTITUTION:

Members of the East Coast Ladies Kennel Association shall consist of:

A Patron or Patroness,
Officers of the Association,
Hon Life Members,
Ordinary Adult Members, 16 years of age or over.

All of the above shall, if financial, be entitled to vote at any General Meeting.
Junior members, under the age of 16, shall not be entitled to a vote.

4. OFFICERS AND COMMITTEE:

The Officers and Committee of the Association shall be:

A President,
A Vice-President,
An Honorary Secretary,
An Honorary Treasurer,
all of whom shall be ex Officio members of the Committee.

The Hon. Secretary and the Hon. Treasurer may be the same person.

The Committee shall consist of the ex Officio members and not less than four (4) and not more than eight (8) members who shall be elected for the ensuing year at the Annual General Meeting.

At all ordinary Committee meetings five (5) shall form a quorum.

5. MEMBERSHIP:

- (a) New members shall be proposed and seconded and elected by a majority vote of members present at any Committee meeting.
- (b) Any member may resign his/her membership of the Association in writing and on payment of all outstanding dues and the current year's subscription, to be finalised at the next Committee meeting.
- (c) Any member who is in arrears of two years annual subscription may be removed from membership of the Association by a resolution of the Committee.
- (d) Any member may be expelled or disciplined by the Association by a majority decision of the Committee for misconduct of any kind, provided such member has been given seven (7) days notice in writing and has had the opportunity to be heard at the Committee meeting.
- (e) Any person ceasing to be a member of the Association shall forthwith return all property to the same.

6. HONORARY LIFE MEMBERS:

On the recommendation of the Committee, a person may be elected a Life Member of the Association by a two thirds majority, at an Annual General meeting of the Association, as a mark of esteem and in recognition of note-worthy service and devotion to the Association.

No subscription fees shall be paid by a Life Member, but a Life Member shall be entitled to vote at General Meetings and be eligible for election to any Office of the Association subject to Rule 13 (b).

7. ZONE OF INFLUENCE:

The Zone of Influence of the Association (that portion of New Zealand in which the Association may organise recognised activities) shall be limited to the area from Waipukurau in the South and Gisborne in the North, across to the Western Ranges.

8. COMMON SEAL:

The Association shall have a common seal, which shall be kept in the custody of the Secretary and shall not be affixed to any document or instrument except in pursuance of two officers of the committee who shall sign every document or instrument to which the seal is affixed.

9. FINANCIAL YEAR:

The financial year shall commence on 1st June and end on 31st May each year.

10. ANNUAL GENERAL MEETING:

The A.G.M. shall be held between the beginning of July and the end of August each year when all offices become vacant and new ones elected.

A President's Annual Report and a copy of the Balance Sheet and Financial Statement duly audited, shall be available to all members.

Fourteen (14) days advance notice of the A.G.M. shall be given, in writing, to all members.

The quorum for an A.G.M shall be ten (10).

11. ANNUAL SUBSCRIPTIONS:

The Annual Subscriptions shall be fixed each year by the A.G.M. but in the first place by a general meeting. The subscriptions for members initially are as follows:

Individual Subscription	\$ 7.00
Family	\$ 10.00

12. ELIGIBILITY FOR ELECTION TO COMMITTEE:

A person to be eligible for election to the office bearers and management committee of the Association shall -

(a) Be a current financial member of the Association duly elected in accordance with Rule 5a, a Foundation, or a Life Member.

(b) Must reside within the Zone of Influence as laid in Rule 7 of these rules.

13. ELECTION OF OFFICE BEARERS:

(a) The election of Office Bearers and the Management Committee shall be held at the AGM.

(b) Nominations for all positions shall be taken from the floor of a meeting, except at the Chairman's discretion, who will accept a nomination from a member, who states his willingness to stand for office, has a valid apology in writing, and can be vouched for by a member present.

(c) If there is more than the required number of members nominated for election to any office an election by ballot shall take place, in accordance with Rule 14.

(d) If there is only the requisite number nominated the Chairman shall declare those nominated to be duly elected.

14. VOTING:

At any General Meeting of the Association, each financial member over the age of 16 years shall be entitled to one vote, exercised in person. However, members who have been suspended, or whose subs are in arrears shall not be entitled to any such vote. The mode of voting in any General Meeting shall be by secret ballots if requested, otherwise by a show of hands. Two scrutineers appointed by the members present shall conduct the counting of such ballots. The scrutineers shall declare the count of any ballots immediately to the Chairman, who shall announce the result without disclosure of the count.

The Chairman at any General Meeting, or Committee Meeting, shall have a casting vote, as well as a deliberate vote.

A simple majority of those eligible to vote is all required to pass any motion, amendment to, or ballot at any General meeting or committee meeting.

A two-thirds majority of those eligible to vote is required for a Notice of Motion conducted in accordance with Rule 15.

An amendment to any Notice of Motion shall only require a simple majority of those eligible to vote.

15. ALTERATION TO RULES:

Any alteration to the Rules or Constitution of the Association can only be made at a General Meeting, by Notice of Motion, which must reach the Hon. Secretary at least 21 days before the date of the meeting.

Such notice shall set out in writing, clearly and unambiguously, the proposed alteration or addition and bear the signature of the proposer and the seconder. This will then be circulated to all members in conjunction with General Meeting Notice, in accordance with Rule 11.

No addition to, alteration of, or recession of the rules shall be approved if it affects the objects, pecuniary profit rules or winding up rules.

If carried the Rule change will then be sent to NZKC for approval.

16. SPECIAL GENERAL MEETINGS:

A Special General Meeting may be convened at any time, on requisition, signed by not less than 20 persons or 10% of the financial members, or by the President, or in his/her absence, a Vice-President for whatever or whenever the committee shall consider it necessary to do so.

Such requisition shall be sent to the Hon. Secretary who shall arrange for such meeting not less than seven (7) nor more than twenty eight (28) days after receipt of such requisition or instruction.

Notice shall be given to financial members by circular, posted to every member at his or her address in the club register. At all Special General Meetings fifteen shall form the quorum.

17. TRUSTEES:

The committee of the Association for the time being in office shall be deemed trustees of the Association to hold all property real and personal.

18. DUTIES OF HON. SECRETARY / HON. TREASURER:

The Hon. Secretary: Shall keep all the minutes of the Club's meetings and shall receive and send out all communications to or from the Association, which shall bear his or her name.

The Hon. Treasurer: All money received on account of the Association shall be paid to the Hon. Treasurer direct, such money to be deposited in the name of the Association, in a Bank Account as the Association may direct.

Such banking account to be operated by cheque; to be signed by two (2) officers, comprising the Hon. Treasurer and the President or one of the Vice-Presidents or Secretary.

Husband and Wife signatures are not acceptable.

19. CONDUCT OF MEETINGS:

At all meetings of the Association, the ruling of the Chairman shall be accepted as final on any question of order, procedure or interpretation of the rules. Members shall show courtesy to each other, respect for the Chair and follow the recognised rules of debate.

20. DISPUTES:

Any complaint or allegation required to be dealt with by this Association shall be conducted in accordance with Rule 5 of these rules and NZKC Rule 27, with acknowledgment that the NZKC be the Court of Appeal in all matters.

21. PAYMENTS:

Payments to members or associated persons must be limited to “reasonable” and no person may receive pecuniary profit or gain from the organisation.

22. MATTERS NOT PROVIDED FOR:

Any matters not specifically provided for in these rules, shall be dealt with by the Committee as it may deem advisable to be in the best interest of the Association and any decision arrived at shall be binding upon all members of the Association.

23. WINDING UP:

In the event of winding up, all assets shall be realised and any surplus funds after payments of all debts and liabilities shall be disposed of in such a manner as may be decided at an Extraordinary General Meeting, called for this purpose.

The General Meeting, on passing such a resolution, shall direct the disposal of the funds and property of the association to the NZ Kennel Club, but in no case shall the funds and or property be distributed amongst the members of the association. Notice of such resolution be notified to the NZKC.

Date of last amendment - 15.06.01

Rule 4 – re Committee numbers and quorum.