

## **b1. Name & objectives of the club**

1.1 That this club shall be known as the North of England Lhasa Apso Club (N.O.E.L.A.C)

1.2 Its objectives shall be

- a) To promote & encourage wise ownership, exhibiting & breeding of the Lhasa Apso in the North of England & to uphold the recognised Kennel club standard of the breed.
- b) To do all in it's power to protect & advance the interest in the breed by offering prizes, supporting certain shows & by taking such other steps as may be deemed advisable including the running of championship, open & any other shows sanctioned by the Kennel Club & by holding social, educational & training events principally in the North of England
- c) To encourage novices & newcomers into the breed & give advice to them as & when necessary.
- d) To uphold the rules of the club
- e) To liaise, co-operate, & interact with other Lhasa Apso breed clubs as may from time to time be properly Constituted
- f) To operate a Northern Lhasa Apso rescue & to co-operate with the recue bodies of the other Lhasa Apso breed clubs.

## **2. Constitution**

2.1 The club shall consist of a patron, president, vice presidents, Hon secretary, Hon treasurer/membership secretary, & an unlimited number of members.

2.2 The names, addresses & dates of joining of all members are to be kept by the Hon secretary & Hon treasurer/membership secretary & be available at committee meetings or on request by the KC.

2.3 An up to date list of Club members and their addresses, and those of branch members where appropriate, must be maintained and, if so requested, made available for inspection by the Kennel Club and members of the society. A declaration of the number of members of the society must be made with the annual returns.

## **3. Officers & Committee**

3.1 The management of the club shall be in the hands of the committee which shall consist of a patron (ex-officio), a president (ex-officio), Vice Presidents (ex-officio), Honorary Secretary (ex-officio with voting rights), Honorary Treasurer (ex-officio with voting rights) who's duties shall include those of membership secretary, nine committee members, who shall retire on a three-year rotation. Hon secretary & Hon treasurer shall serve for three years from the A.G.M of their election & may offer themselves for re-election at the end of each further term of three years subject to formal proposing & seconding in writing.

3.2 None of the aforementioned officers may be combined except Honorary treasurer/membership secretary nor may the patron, president or vice-presidents serve on the committee whilst holding office.

3.3 Any member of the committee failing to attend three successive meetings or shows in one year shall, unless they have given the committee a suitable & reasonable excuse for their non-attendance, cease to be a member of the committee

3.4 The chairperson elected by the committee shall officiate at all committee & general meetings.

3.5 Each year the committee shall elect a chairperson from within it's ranks. The chairperson elected shall officiate at all committee & general meetings & shall have a deliberative & casting vote at all meetings under their charge.

3.6 Meetings of the committee shall be held as often as deemed necessary but at least every three months.

3.7 The quorum shall be seven [including officers with voting rights]

3.8 Except in emergencies, committee meetings shall be convened by the honorary secretary either by E-mail, post or telephone not later than fourteen days prior to the meeting

3.9 The honorary secretary is empowered to transact minor business with the committee by E-mail, post or telephone. All committee members must be consulted & a majority decision taken.

3.10 The committee shall have the power to co-opt members onto the committee. Those co-opted members shall only hold office until the next AG.M at which an election of officers & committee takes place. Co-opted members shall have no voting rights at committee meetings.

3.11 No committee member may also be a member of any other Lhasa Apso club committee.

3.12. President (ex-officio) & vice presidents (ex-officio) shall serve for three years from the A.G.M of their election & may offer themselves for re-election at the end of each further term of three years subject to formal proposing & seconding in writing. The president & vice presidents have no voting rights at committee meetings but have voting rights at annual general & special general meetings.

3.13 Should the position of patron become vacant suitable candidates shall be put forward by the membership & voted on by the members.

#### **4. Election of Officers & committee**

4.1 Nominees must have been a club member for at least two years

4.2 Existing members may stand for re-election & do not need to be nominated but must indicate their willingness to re-stand in writing to the Hon Secretary.

4.3 Notification of nomination must be given to the secretary but must be proposed, seconded by fully paid up club members & must include a declaration in writing of eligibility & willingness to serve on the committee.

4.4 Nominations for officers or vacancies for committee shall be made in writing & shall be in the hands of the Hon Secretary not later than the date set for receipt of motions put forward for consideration at the A.G.M

4.5 Nominations shall be accepted by either E-mail or post to Hon secretary.

4.6 Only one person from a joint club membership, to propose or second the same nomination.

4.7 All ballots for election of officers of the club, judges & committee members will be open to all paid up members by postal vote. Postal votes need to be returned to an independent teller one week prior to the A.G.M.

4.8 No person whilst an undischarged bankrupt may serve on the committee of or hold any other office or appointment within a Kennel Club registered society.

#### **5. Powers & duties of the committee**

5.1 The committee shall manage the property of the club. In the event of the club ceasing to exist, a final general meeting shall be called to decide the disposal of the club's assets & the outcome of the meeting notified to the Kennel Club together with the final statement of accounts & a record of the disposal of the property.

5.2 The committee may appoint from the membership a member/members to manage particular items of property, e.g trophies belonging to the club.

5.3 The committee may arbitrate on disputed matters formally brought to Its attention by letter/ E-mail to the Hon secretary.

5.4 The capital assets of the club shall be invested in the names of the trustees appointed by the committee.

5.5 The officers acknowledge that during the month of January each year the maintenance of title fee will be forwarded to the Kennel Club by the secretary for continuance of registration & that by the 31<sup>st</sup> of July each year, other returns, as stipulated in the Kennel Club regulations for the registration & maintenance of title of societies shall be forwarded to the Kennel Club.  
Any changes of Hon secretary of the club will be notified to the Kennel Club.

## **6. Election of club members**

6.1 Candidates for club membership, aged sixteen or over, shall be proposed & seconded by existing fully paid up, club members & approved by a majority (show of hands) at a committee meeting. If accepted the applicant shall be admitted as an ordinary club member & entitled to one vote at elections & at general meetings.

6.2 Candidates less than sixteen years of age shall be proposed & seconded by fully paid up, club members & approved by a majority (show of hands) at a committee meeting. If accepted the applicant shall be admitted as a junior member. A junior member shall have no vote in elections or at general meetings.

6.3 No one shall be deemed a club member or entitled to the privileges of membership (including a vote at the A.G.M in the case of an ordinary member) until their club subscriptions for the current year have been paid.  
The financial liability of a member shall cease with the payment of their annual subscription.

6.4 Any person elected & accepted as a member of the club & taking up their membership shall be deemed to have read the rules of the club & be prepared to abide by them.

6.5 Joint club members are entitled to a vote in their own right.

6.6 proxy votes are not allowed.

## **7. A.G.M**

7.1 The A.G.M of the club shall be held in February/March of each year & at least twenty-eight days written notice shall be given to members

7.2 The A.G.M agenda to be issued to members at least seven days prior to the meeting by E-mail (where possible) or post (where not).

7.3 The A.G.M shall receive a report from the Hon secretary, the Hon treasurer & an audited statement of accounts for the proceeding year, elect officers/committee members, appoint the auditors for the club accounts of the current year & discuss any resolution duly placed on the agenda of which prior notice has been given to the Hon secretary. No business shall be transacted at the A.G.M unless notice thereof appears on the agenda, with the exception of routine matters or those, which in the opinion of the chairperson of the meeting are urgent.

7.4 Voting at the A.G.M will be by secret written paper ballot .

7.5 The President, or the chairperson in the absence of the president, at the A.G.M, shall open the envelope of the secret paper ballot & inform the meeting of the successful candidates & judges.

## **8. S.G.M**

8.1 The committee shall have the power to call an S.G.M at any time it is deemed necessary in the interest of the club.

8.2 An S.G.M shall be summoned by the Hon secretary if fifteen members send a signed requisition stating the subject to be discussed & requesting a S.G.M to do so.

8.3 The members shall be given at least fourteen days notice of a S.G.M & the notice shall state the business to be transacted to which business alone discussion shall be confined.

## **9. Termination of membership**

9.1 A member wishing to withdraw from the club shall notify the honorary secretary in writing.

9.2 A member who has not paid his/her subscriptions by the 31<sup>st</sup> March in any year, unless the committee decides otherwise, shall be deemed to have resigned & his/her name deleted from the roll of members.

9.3 Acceptance back on the roll of members will require a new application .

9.4 On resigning or being struck off the roll of members, all claims upon, or entitlement to participate in any of the effects or property of the club shall cease.

## **10. Expulsion of members**

Any member who shall be disqualified under KC rule A11 (5) &/or Kennel Club rule 11.j[9] shall, ipso facto, cease to be a member of the society. If the conduct of any member shall, in the opinion of the committee of the society be injurious or likely to be injurious to the character or interests of the society, the committee of the society may, at a meeting the notice convening which includes as an object the consideration of the conduct of the member, determine that a Special General Meeting of the society shall be called for the purpose of passing a resolution to expel him/her.

Notice of the Special General Meeting shall be sent to the accused member giving particulars of the complaint and advising the place, date and hour of the meeting that he/she may attend and offer an explanation.

If at the meeting, a resolution to expel is passed by a two-thirds majority of the members present and voting, his/her name shall forthwith be erased from the list of members and he/she shall thereupon cease for all purposes to be a member of the society, except that he/she may, within two calendar months from the date of such meeting, appeal to the Kennel Club upon the subject to such condition as the Kennel Club may impose.

If the society expels any member for discreditable conduct in connection with dogs, dog shows, trials or competitions, the society must report the matter in writing to the Kennel Club within seven days and supply any particulars required.

## **11. Financial Year & subscription**

11.1 The financial year shall start on 1<sup>st</sup> January & close on December 31<sup>st</sup>.

11.2 The annual subscription for an ordinary member, joint membership or partnership shall be decided by the committee prior to publication of the A.G.M agenda, subject to ratification at the A.G.M Any alterations to the subscriptions must be notified to the KC.

11.3 The annual subscription for a junior member shall be half that of an ordinary member.

11.4 A junior member may become an ordinary member provided that in the year following that of their sixteenth birthday he/she pays the subscription of an ordinary member.

11.5 All annual subscriptions shall be due in January & paid before the 31<sup>st</sup> March.

## **12. Club accounts**

12.1 A bank account shall be held in the name of the club into which all revenue of the club shall be paid & from which withdrawal shall only be made on the signatures of two of the following: Hon Secretary, Hon treasurer, chairperson or president.

12.2 The accounts will be certified annually & presented to the members at the A.G.M

12.3 Certification of the accounts shall be carried out by one qualified accountant or two unqualified individuals with accounting experience.

## **13. Alteration of the rules**

13.1 The rules of the club may not be altered except at an A.G.M or a S.G.M, the notice for which contains specific proposals to amend the rules. Alterations shall not be brought into effect until the KC has been advised & has given approval to the alterations.

New rules or amendments introduced specifically to meet KC requirements shall be adopted immediately.

13.2 Notice of a motion to alter the rules must be given in writing to the Hon Secretary, with the names of the proposer & seconder, not less than twenty-one days before the A.G.M

## **14. Prizes awarded by the club & others**

In the event of the trophies, the property of the club, are offered for competition to be held by the winner for a limited period only, the committee may demand from the winner before delivery of the trophy, a written undertaking to return the trophy in good condition to the Hon secretary of the club or his nominee by a stated date.

## **15. Judges for club shows**

15.1 The club will produce a list of judges each year which will indicate by a division into five parts labelled A1, A2, A3, B, & C the level of judging at which the club will support that person.

15.2 The criteria for entry onto such lists is to be published with the club judge's list. Such lists will be prepared by secret ballot of the judges sub committee.

15.3 Prospective judges may nominate themselves by written submission to include a full judging C.V to the Hon secretary.

15.4 The lists will expire on the 31<sup>st</sup> December each year.

Appointment to these lists is by secret ballot of the N.O.E.L.A.C judges sub committee & endorsed by the full committee.

Such lists to be submitted to the KC each year as part of the clubs annual returns.

15.5 The nomination for judges for the clubs shows, who must at least meet the B\* list N.O.E.L.A.C criteria, shall be made in writing to the Hon secretary not later than the date set for the receipt of motions for consideration at the A.G.M, must be proposed & seconded by existing members & must include a declaration in writing by the nominee judge of their willingness to judge if elected.

15.6 No two committee members to judge a N.O.E.L.A.C show within the same year.

15.7 Only fully paid up members are entitled to vote for judges.

15.8 Any nominee found soliciting for votes particularly on any social networking site, will be removed from the ballot.

**16. Clubs & Federations**

The club shall not join any federation of clubs or societies

**17. KC final court of appeal**

The KC shall be the final court of appeal in all matters of dispute.

The KC is the final authority for interpreting the rules of the club in all cases relative to canine or society matters