



Birmingham & District Dobermann Club

RULES & CONSTITUTION

March 2022

NAME & OBJECTIVES OF THE CLUB

- 1.0 The Club shall be called the Birmingham & District Dobermann Club and the objectives shall be as follows:
 - 1.1 To provide education and training for Dobermann owners
 - 1.2 To develop and realise the full potential of the Dobermann
 - 1.3 The Club to do all that is possible to encourage and provide for the welfare of the Dobermann
 - 1.4 To run shows, trials, matches and competitions to be held under Kennel Club rules
 - 1.5 Wherever a venue is economically available and sufficient competent obedience and ringcraft instructors are available, the Club may run regular training sessions in obedience and ringcraft.

MEMBERSHIP

- 2.1 The Club shall consist of an unlimited number of members and associate members. The Club will make a list of members and their addresses available for inspection if so requested by the members of the Club or the KC
- 2.2 The Committee is to consider each application for membership or associate membership reserving the right to refuse membership
- 2.3 The Committee may suspend acceptance of training classes for an unspecified period should exceptional conditions dictate (at the discretion of the elected Committee). Names of prospective members during this period of suspension shall be added to a waiting list and, when such a period of suspension is withdrawn, prospective members on this list will be invited to renew application for membership in strict rotation of the names that appear in the list
- 2.4 As a condition of membership, all new members shall, when required by any Officer of the Club, produce a valid and up to date vaccination certificate. In the event of not being able to present this certificate, a letter from the veterinary surgeon or practitioner confirming vaccination or the reasons which may give exemption from this rule may be accepted

SUBSCRIPTIONS

- 3.1 The annual subscriptions shall become due on the 1st of January in each year and if not paid by 31st January, shall be deemed in arrears
- 3.2 A membership fee shall comprise of an annual subscription, the amount being set at a meeting of the elected Committee. There shall be four classes of membership, these being: single, joint, family and associate.
Joint means: Two persons over the age of 18 years living at the same address
Family means: Two persons over the age of 18 years and their children who will be below 18 years of age when subscriptions are due and living at the same address
- 3.3 The membership fees shall be as listed below until amended within the provisions of rule 3.2
Single - £ 8.00 Joint - £ 9.00 Family - £ 10.00 Associate - £ 3.00
- 3.4 The membership fee paid by new members joining the Club after 30th September in any year shall carry their membership forward until 31st December of the following year
- 3.5 Any member in arrears shall not be entitled to vote, compete for Club prizes of trophies confined to members or enjoy in any way the privileges of membership whilst their current membership subscription or any debt due to the Club remains unpaid
- 3.6 The Committee shall have the power to erase from the list of members any member whose subscription remains unpaid by the 1st of March of the current year

MANAGEMENT AND COMMITTEE

- 4.1 The affairs of the Club shall be managed by the Committee which shall comprise of three Officers, these being Chairman, Secretary & Treasurer and up to seven ordinary committee members. The Officers shall be considered as a full committee member with the same voting rights as an ordinary committee member. Officers and committee members shall remain on the committee for a period of three years. Every year, the two senior members shall stand down. Retiring committee members and Officers may seek re-election by signifying their willingness to the Secretary.
- 4.2 The Chairman and the Vice Chairman shall be decided upon by the committee from amongst it's members at its first committee meeting, which shall be held as soon as possible after the annual general meeting.
- 4.3 Additional nominations may also be made. The nominee is not eligible to stand if he/she has resigned from the committee within fifteen months of seeking re-election. The nominee must have been a fully paid up member for not less than fifteen months, proposer and seconder must have been fully paid up members for not less than six months prior to the closing date for such nominations.
- 4.4 No person may be voted onto the committee as an Officer or committee member if he or she holds a position on any other Dobermann breed club, Dobermann training club or Dobermann society whether or not registered at the Kennel Club.
- 4.5 The Club may elect as president a person of eminence within the Breed or outside it. The office shall be non-voting. The president shall remain in office during their pleasure. The president may only be removed upon a motion for their removal being made and passed by a two-thirds majority at an annual general meeting or a special general meeting.
- 4.6 Election shall be by either a vote or ballot of paid up members present at the meeting.
- 4.7 All nominations must be received by the Secretary at least 21 days prior to the annual general meeting.
- 4.8 Committee/Officers may enter but cannot show or handle at any KC licenced shows or trials organised by this Club with the exception of the KC Breeders Competition.

COMMITTEE MEETINGS AND POWERS OF THE COMMITTEE

- 5.1 Committee meetings shall be called by the Chairman, Secretary or duly authorised representative of the committee.
- 5.2 At all committee meetings, each Officer shall have one vote on each issue with the exception of the Chairman of the meeting who shall in addition, have a casting vote which must be used in the event of an equal number of votes being received both for and against the motion.
- 5.3 Voting at all meetings shall be by simple majority.
- 5.4 Any Officer or committee member failing to attend two consecutive meetings without an acceptable explanation may be suspended or replaced by a co-opted member who shall remain in place until the following annual general meeting.
- 5.5 Co-opted members shall have full voting rights at all committee meetings as though he/she were a fully elected committee member.
- 5.6 At a committee meeting, a quorum shall consist of at least three (3) committee members inclusive of Officers.
- 5.7 The management of the Club shall be wholly vested in the committee who shall have the power to call committee meetings as and when necessary. The committee shall have the power to appoint a Sub-Committee to carry out specific activities composed of committee members and/or other members of the Club with suitable qualifications. For liason purposes, the Chairman of such Sub-Committee shall be invited to attend all relevant meetings of the main committee but, unless he is also a member of that committee, he shall not have voting rights.
- 5.8 At least 7 days notice must be given to all committee members of the time, date and place for all committee meetings. In the case of an emergency, less notice can be given.
- 5.9 The committee shall have the power to co-opt any number of persons onto the committee who shall hold the position of a full committee member with the same voting rights. The co-opted member shall hold this position as long as the committee deem necessary but no longer than until the next annual general meeting.
- 5.10 The committee shall have the power to deal with complaints about members providing that such complaints are made in writing and addressed to the Secretary. The Secretary shall inform the accused person in writing of the complaint and shall advise him/her of the time, place and date for a meeting to discuss this complaint, enabling him/her to attend and offer an explanation. If, in the opinion of the committee, the complaint is upheld, the committee shall have the right to reprimand the said member. If further disciplinary action is needed, the committee shall call a special general meeting of the Club to discuss the matter and it shall take place within six weeks of the committee meeting at which the decision is taken to hold this meeting.
- 5.11 In the event of a written complaint being received by the Secretary, a committee meeting shall be called to discuss the matter of the complaint within four weeks of it's receipt.

GENERAL AND SPECIAL MEETINGS

- 6.1 An annual general meeting shall be held not later than 31st March each year.
- 6.2 The purpose of the annual general meeting shall be to receive the report of the committee and balance sheet, to elect officers and committee and to discuss any resolutions duly placed on the agenda of which prior notice has been given to the Secretary. No business shall be transacted at an annual general meeting unless notice has been previously given and appears on the agenda with the exception of routine matters or those, which in the opinion of the Chairman of the meeting, are urgent.
- 6.3 At least four weeks notice shall be given of the time, date and venue of the annual general meeting.
- 6.4 All items for the agenda and nominations for Officers and committee must be received by the Secretary in writing and duly signed at least 21 days before the date set for the meeting. The agenda will be available to members on request 14 days before the meeting, otherwise, circulated at the meeting.
- 6.5 The minutes of the preceding annual general meeting shall be kept by the Secretary and read out and confirmed as a true record at the next annual general meeting.
- 6.6 The quorum for any annual general meeting, special general meeting or any general meeting shall comprise of no fewer than 5 (five) members.
- 6.7 If ten members send in a written and signed application requesting a special general meeting stating the subject to be discussed or proposals, then such a meeting will be convened within six weeks of such an application. All members shall be notified in writing of the time, date and venue of such a meeting together with the item or items to be dealt with. No other business shall be discussed at the said meeting other than that for which due notice has been given.
- 6.8 Any notice issued under Rule 6.3 or 6.7 shall be sufficiently served if addressed and posted to any member at his/her last notified address.
- 6.9 At all annual general meetings and special general meetings, the following classes of membership shall have full voting rights providing members are over the age of 18 years on the day of the meeting: a) Single, b) Joint, c) Family. Joint and Family membership allows one vote by each member as defined in Rule 3.2
- 6.10 Each member shall be entitled to one vote after the six months membership immediately prior to the meeting.
- 6.11 Postal votes/proxy votes are not allowed.

CLUB ACCOUNTS AND FINANCES

- 7.1 The financial year of the Club shall be from 1st January until the 31st December in each year.
- 7.2 An account shall be opened at any banking institution, building society or post office in the name of the Club into which revenue of the Club shall be paid.
- 7.3 Withdrawals from the named account shall be made only upon the signature of the Treasurer plus either the Chairman or the Secretary providing the signatures are not husband and wife or bona fide partners. The authorised signatories of the bank accounts may have access to online banking facilities to make transfers between Club accounts and payments to creditors.
- 7.4 The Treasurer shall keep a simple income and expenditure account of the authorised transactions of the Club which shall be open for the inspection, at any reasonable time, to any committee member.
- 7.5 The Treasurer shall, at the annual general meeting, present the annual statement of accounts for the previous financial year. A copy of the annual statement of accounts will be made available to members 14 days prior to the AGM. Additionally, the annual statement of accounts will be available for inspection by members at the Annual General Meeting.
- 7.6 The annual statement of accounts shall be certified by one qualified accountant or two individuals with accountancy experience elected by the committee. Those undertaking the certification must be independent from those who prepared the accounts.
- 7.7 All expenses of any Club member which has been duly and previously authorised by the committee, shall be defrayed out of the funds of the Club.

ANNUAL RETURNS TO THE KENNEL CLUB

- 8.1 The Officers acknowledge that during the month of January each year, Maintenance of Title fee will be forwarded to the Kennel Club by the Secretary for the continuance of the registration and that by 31st July each year, other returns as stipulated in Kennel Club Regulations for the Registration and Maintenance Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities, will be forwarded to the Kennel Club. The Officers also acknowledge their duty to inform the Kennel Club of any change of Secretary of the Society which may occur during the course of the year.

HONORARY LIFE MEMBERSHIP

- 9.1 Honorary Life Membership may be granted by the Club, providing that members submit their recommendations in writing to the Club Secretary.
- 9.2 All recommendations for Honorary Life Membership shall be placed on the agenda of the next AGM.

9.3 Honorary Membership will be granted if there is a two-thirds majority of those members present and entitled to vote.

ASSOCIATE MEMBERSHIP

10.1 Associate membership shall be open to any person.

10.2 Associate members shall not be entitled to take part or vote at any meeting of the Club.

10.3 Associate members shall not be entitled to receive Club newsletters or reduced fees attributed to full Club membership.

10.4 Associate membership will only entitle the holder of such a class of membership to take part in such Club activities as the elected committee shall deem possible.

EXPULSION OF MEMBERS

11.1 Any member who shall be disqualified under Kennel Club Rule A 42j (5) and/or Kennel Club Rule A 42j (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 included 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 and subject to, condition as the Kennel Club impose.

11.2 If at a special general meeting of which the due notice has been given under Rule 5.10 and 5.11, a resolution is passed to suspend or remove the said member from the Clubs list, it must be by a two-thirds majority of the members present and entitled to vote at such a meeting, his/her name shall be removed from the membership list and shall for all purposes cease to be a member until such a period of suspension has been lifted, or, upon appeal to the Kennel Club in accordance with Kennel Club rules, have been found in favour of the defendant.

ALTERATIONS TO THE RULES

12.1 The rules of the Club may not be altered except at an annual general meeting or a special general meeting, duly proposed and seconded by those members who are entitled to do so, a notice of which includes details of the proposal to alter the rules.

WINDING UP OF THE CLUB

13.1 In the event of the Club ceasing to exist for any reason, the sponsors of cups and trophies shall be consulted where possible and each cup or trophy shall be disposed of in accordance with the wishes of the donor.

13.2 A meeting of the Club shall be called to decide upon the disposal of any of the Clubs remaining assets after all outstanding liabilities have been discharged.

MISCELLANEOUS

14.1 Definition of committee meeting under Rule 5

Under Rule 5.1 a) Any committee meeting

Under Rule 5.4 b) Any event run by the Club over and above regular training sessions

14.2 The Kennel Club shall be the final court of appeal in all matters of dispute

14.3 The Society shall not join any federation of Societies or Clubs

14.4 No person whilst an undischarged bankrupt may serve on the committee or hold any other office or appointment within a Kennel Club Registered Society.