

The First Golden Retriever Club in Australia - Founded 1964

Rules

The Golden Retriever Club of NSW Inc.

THE FIRST GOLDEN RETRIEVER CLUB IN AUSTRALIA - FOUNDED 1964

Code of Ethics

As a Member of The Golden Retriever Club of NSW Inc., and dedicated in furthering the objects of the Club as laid down, I will endeavour to comply with a code of ethics based on minimum guidelines as follows:

1. To maintain the best possible standards of health and environment for my dogs, not keeping more than I can properly care for and maintain.
2. I shall not allow any dogs under my care to roam at large, and when I am away from home, I will ensure that they are kept under effective control at all times.
3. I shall breed only for the purpose of maintaining the Standard of the breed, and refuse to sell to dealers and any buyers where I have reason to believe the dog will not be properly cared for, nor allow the dog to be a prize in a contest, raffle or auction of any kind.
4. I shall not breed from a bitch before it is 18 months of age and not on the first season. A bitch should only be bred when she is in good health. Bitches must not have a litter within 12 months of a previous litter. Provided, however, that should it become necessary through extenuating circumstances to breed from a bitch twice within 12 months, then the bitch will be rested on the third season.
5. I shall not permit any of my pure bred dogs to be mated to a dog of a different breed, to a crossbreed or to any unregistered dog of the same breed.
6. I shall not sell or otherwise transfer from my care any puppy under 8 weeks of age, and then not until a minimum of seven days after vaccination.
7. I will refuse a stud service to any bitch that is known to be suffering from any defects which renders it unsuitable or unlikely to breed good, normal pups. Nor shall I use a stud dog that is known to have such defects.
8. I shall ensure that all persons acquiring from me clearly understand their responsibilities for the care and welfare of the animal, and that they have time and facilities (adequate fences, sufficient room and proper shelter, etc.) to perform their obligations.
9. I shall not knowingly misrepresent the characteristics of the breed, nor falsely advertise or mislead any person regarding the performance of any dog.
10. To accept that dogs, like people, grow old and may need special care and attention. I am therefore prepared to love and care for a dog for all of its life.
11. I shall provide to all purchasers of dogs sold or placed by me, written details of all dietary and immunisation requirements, and/or recommended appropriate publications relating to such requirements and responsible ownership.
12. Members should have all dogs and bitches in breeding programmes X-rayed and hip-scored under the BVA/AVA Scheme, and have eyes checked annually by a qualified Ophthalmologist. In the case of an AI

litter, where the sire is deceased, a Clear Eye Certificate within 18 months of the Sire's death, or after ten years of age, is required,

13. To sell only puppies and adult dogs which to the best of my knowledge are of sound health, and temperament.
14. To promote good fellowship and sportsmanship amongst members and those participating in or at shows.
15. Members all have an obligation to uphold the honour of , and further the objectives

In the above, the singular also relates to the plural, i.e., I / We, My / Our.

**THE GOLDEN RETRIEVER CLUB OF NSW INC.
AFFILIATED TO THE ROYAL NSW CANINE COUNCIL LTD.**

RULES

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PART I – PRELIMINARY

Interpretation

1. In these Rules, except insofar as the context or subject matter otherwise indicates or requires:

"Application for Membership" includes application for re-admission to membership;

"Body" means where the context reasonably admits, a Club, Agricultural or other Society or Association, company or Group of persons irrespective of whether such body is incorporated or unincorporated;

"Club" refers to The GOLDEN RETRIEVER CLUB OF NEW SOUTH WALES INCORPORATED;

"Commission" means the Department of Fair Trading;

"Council" means the Royal NSW Canine Council Ltd;

"Country members" will continue to fall into an existing membership category but will be defined by the postcode associated with their normal residential address. Country members are those members who due to geographical location may be unable to regularly attend and contribute at general meetings. In determining country members the Australia Post "Print Post Service Guide" of November 2001 has been used to identify postcodes which fall into the metropolitan and country areas. The club currently uses the National PreSort Plan for delivery of the "Golden Retriever News" to members and it can be used to categorise members into country or metropolitan (NSW).

For this purpose Metropolitan members will be classified as those members who fall into the following PreSort indicators and are resident in NSW:

POSTCODES LISTED ARE METROPOLITAN (NSW) ADDRESSES		
Post codes	Sorting Division	PreSort
2001-2003, 1000-1299*	Sydney City Boxes – NSW	200
200, 2004-2005, 2010-2011, 2019, 2021-2032,, 2034-2036, 1300-1399* 1451-1459*, 1467-1469*	Sydney East Letter Facility – NSW	202
2006-2009, 2012-2018, 2020, 2033, 2037-2054, 2203-2239, 1400-1450*, 1460-1466*, 1470-1499*	Southern Suburbs – NSW	210
2127-2144, 2160-2202, 2555-2574	South Western Suburbs – NSW	216
2115-2126, 2145-2159, 2740-2786, 1700-1799*	North Western Suburbs – NSW	220
2055-2114, 1500-1699*	Sydney North Letters Facility	226
<i>* Refers to an extended set of postcode ranges allocated to Large Volume Receivers (LVRs) and for other special purposes.</i>		

Country members will be those who:

- live outside of NSW;
- or where mail sorting centres other than those listed in the Metropolitan (NSW) table, listed above, deliver mail to these members.

NSW members who have mail delivered via Interstate Mail Sorting Divisions are listed in the below table and will be referred to as country members.

POSTCODES LISTED ARE CONSIDERED COUNTRY ADDRESSES		
Post codes	Sorting Division	PreSort
AUSTRALIAN CAPITAL TERRITORY		
2600-2639, 2900-2920, 0200-0299*, 2575-2589, 2591-2599	Canberra Mail Centre – ACT	150
2640-2647, 2657-2660, 2708-2714, 2716, 1936-1950*	Murray Region Mail Sorting Centre – NSW	290
2590, 2949-2656, 2661-2707, 2720-2730	Riverina Mail Sorting Centre	298
NEW SOUTH WALES		
2787-2820, 2845-2877	Central West Mail Centre – NSW	258
2264-2338, 2413-2430, 1970-1999*	Hunter Region Mail Centre – NSW	262
2240-2263	Central Coast – NSW	266
2500-2554, 1921-1935	South Coast Mail Centre – NSW	270
2879-2880	Broken Hill – NSW	291
2821-2844, 2878	Western Plains – NSW	292
2339-2412	New England Mail Sorting Centre – NSW	293
2460-2483	Northern Rivers Mail Sorting Centre – NSW	294
2431-2459	Mid North Coast Mail Sorting Centre – NSW	295
2890-2899	Sydney Parcel Centre – NSW	299
1951-1969*, 2495-2499, 2881-2889, 2921-2999	Not allocated	
VICTORIA		
3211-3289, 3292-3316, 3320-3334	Geelong Mail Centre – VIC	350
3290-3291, 3317-3319, 3342-3424, 3455-3461, 3464-3487	Ballarat Mail Centre – VIC	360
2648, 2715, 2717-2719, 2731-2739, 3444-3454, 3462-2463, 3488-3599	Bendigo Mail Centre – VIC	368
3600-3749	Seymour Mail Centre – VIC	374
3812-3909, 3921-3825, 3945-3971, 3979, 3984-3999	Gippsland Mail Centre – VIC	380
8900-8999*	Not Allocated	
QUEENSLAND		
4000-4004, 9000-9299*	Brisbane City – QLD	400
4073-4209, 9500-9596*, 4619-4689	Underwood Mail Centre Region – QLD	410
4005-4072, 4500-4549, 9400-9499*	Northgate Mail Centre Region – QLD	430
4300-4349, 9597-9599*	Ipswich Region – QLD	420
4284-2494, 4210-4299, 9700-9799*	Gold Coast Region – QLD	450
4350-4499, 4602-4618, 9880-9899*	Toowoomba Region – QLD	454
4851-4899, 9980-9999*	Cairns Region – QLD	459
4806-4824, 4835-4850, 9960-9979*	Townsville Region – QLD	460
4737-4805, 9940-9959*	Mackay Region – QLD	466
4690-4736, 9920-9939*	Rockhampton Region – QLD	470

POSTCODES LISTED ARE CONSIDERED COUNTRY ADDRESSES		
Post codes	Sorting Division	PreSort
4550-4601, 9900-9919*	Sunshine Coast Region – QLD	480
4825-4834	Mount Isa Region – QLD	485
4900-4999, 9300-9399*, 9600-9699*, 9800-9879*	Not Allocated	
* Refers to an extended set of postcode ranges allocated to Large Volume Receivers (LVRs) and for other special purposes.		

"Dual Member" means one of any two (2) members of the one family resident at the same address or one (1) of any two of the persons who are partners in the conduct of a kennel having a kennel prefix in their joint names registered with the Council who has been admitted with the other of such persons as a Dual Member of the Club;

"Financial Member" means a Member of the Club who is not in default in the payment of his annual subscription or any fees or other monies payable by him in accordance with the Rules;

"Financial Year" means the financial year of the Club as defined by Rule 93;

"General Meeting" includes an Annual, Ordinary or Special General Meeting;

"Honorary Member" or "Honorary Life Member" means a person who is not a member, who upon the recommendation of the Committee or upon a written nomination signed by not less than five (5) Members is elected by a resolution passed in General Meeting by a majority of not less than three-fourths (3/4ths) of the Members voting in person thereat as an Honorary Member for Life or for such lesser period as may be so determined and who in the opinion of such Meeting has rendered outstanding services to the Club, or in the promotion and encouragement of the breeding or exhibition of pure bred dogs or for other good and sufficient reason and who need not comply with the provisions of Rule 6;

"Junior Member" means a person over the age of twelve (12) years and under the age of seventeen (17) years who has been admitted as a member of the Club;

"Life Member" means a Member who has been admitted to the Club as a Member for Life, whether upon payment of a subscription or without payment of a subscription as may be determined by the Members from time to time;

"Member" means a person who has been admitted as an ordinary or Dual or Life Member of the Club and where the context otherwise so admits, shall include a person admitted to any other category of Membership and the word "Member" where the context so admits shall mean and include persons who have been admitted to any category of Membership;

"Member of the Committee" in Rule 36 where the context so admits shall be deemed to include the Office Bearers;

"Objects" means the objects of the Club as required by the act and

- (a) To promote in every way the general improvement of the quality, breeding, exhibiting and working of the Golden Retriever;
- (b) To educate, encourage, assist and instruct members, breeders, and exhibitors in all matters concerning the Golden Retriever;
- (c) To conduct and support shows, parades, exhibitions, field and retrieving trials and hold such fixtures as are permitted by the Council;
- (d) To observe and obey all laws and regulations relating to the protection and conservation of game;
- (e) To promote good fellowship and sportsmanship amongst owners of Golden Retrievers;
- (f) To promote public interest in the Golden Retriever;

"Office" means the Office of the Club, and shall be a place as determined from time to time at which the records of the Club are to be kept;

"Office Bearers" means the President, the Vice-Presidents, Treasurer and Secretary for the time being of the Club;

"Period of Membership" in relation to a Member, denotes the twelve months (12) terminating at midnight on 30 June each year for which such Member is for the time being elected to Membership of the Club or such portion of that term during which his Membership continues;

"Person" where the context reasonably permits, includes an individual, a firm or partnership, a company or corporation, or any other legal entity;

"Preferential Voting" shall mean in the election of Judges the names of the candidates are listed on a ballot paper in alphabetical order. Each voter indicates the order in which he or she prefers the candidates, placing the number 1 beside his/her first preference, the number 2 beside the second preference and so on for every candidate. For the ballot paper to be valid all candidates must be uniquely numbered. The preference numbers awarded to each candidate are then added up. The candidate with the **lowest** score is then the preferred candidate. If two candidates have the same score, the number of 1st preferences will be added for each of them. The candidate with the greater number of first preferences will be declared the winner. If two candidates have the same 1st preference votes, then the 2nd preferences for each of them will be counted, and then the 3rd preferences and so on until a winner is determined. In the event that the two candidates have identical scores and preferences, the winner will be determined by the toss of a coin.

"Public Officer" as defined by the Act.

"Regulations" means the Regulations made by the Committee with the approval of the Members pursuant to the Rules and from time to time in force;

"Rules" means the Club, and where the context so admits, includes a sub-paragraph thereof;

"Secretary" means the Honorary Secretary of the Club, and where the context reasonably permits, includes the Assistant Secretary and any other person for the time being appointed by the Committee to exercise the functions of the Secretary; and

"the Act" means the Associations Incorporation Act 1984.

2. In these Rules
 - (a) reference to a function includes a reference to power, authority and duty; and
 - (b) reference to the exercise of a function includes, where the function is a duty, a reference to the performance of a duty.
3. The provisions of the Interpretation Act, 1987, apply to and in respect of these Rules in the same manner as those provisions would so apply if these Rules were an instrument made under that Act.
4. Words used in the Rules where the context reasonably permits shall have the same meaning as the definition thereof, as set forth in the Constitution and Regulations of the Council.

Affiliation with the Council

5.
 - (a) The Members by a resolution passed in a General Meeting by majority of not less than three-fourths ($\frac{3}{4}$ ths) of the Members voting in person thereat may direct the Committee to apply for affiliation with the Council.
 - (b) Upon the admission of the Club as an affiliate of the council, the Club and every Member shall be deemed to have agreed with the Council to be bound by the Constitution and Regulations of the Council for the time being in force and at all times to submit to and carry out every determinations, finding, decision, requirement or direction of the Council so far as the same shall relate to him or it.

PART II – MEMBERSHIP

Membership Qualification and Application

6. The Membership of the Club shall be not less than thirty (30) Members having the right to vote at General Meetings of the Club, provided that at all times, one-half ($\frac{1}{2}$) of the Members shall be persons each of whom is:
- (a) the registered owner or part owner of a registered dog; or
 - (b) a member of a household, one of whom is the owner or part owner of a registered dog; and
 - (c) such dog will be a breed for which the welfare and progress of the Club was established and granted Affiliation to the Council.

7. Membership of the Club shall be divided into the following categories:

- (a) Member;
- (b) Dual Member;
- (c) Life Member;
- (d) Honorary Member;
- (e) Honorary Life Member;
- (f) Junior Member;

and every person elected to membership shall be and be deemed for all purposes to have agreed to be bound by the Constitution and Regulations for the time being in force of the Council and of the Objects and Rules of the Club. A member may be elected as a Life Member of the Club who has given outstanding and continuous service to the Club and who has been a Financial Member of the Club for not less than five (5) years. Such a member may be nominated as a Life Member by a member of the Club by written Notice of Motion signed by the nominator and delivered to the Secretary who shall send a copy of such Notice to the members with the notice convening the next succeeding General Meeting, and Rules 47 and 51 shall mutatis, mutandis apply thereto. A Life Member so elected shall retain all the rights and privileges of a member of the Club.

8. An Application for Membership shall be in such form as the Committee may from time to time prescribe and shall be signed by the Applicant and by two (2) Members as referees and lodged with the Secretary.
9. The Secretary shall submit such Application to the first General Meeting of Members next succeeding its receipt, and if such Applicant is approved by a resolution passed by a three-fourths ($\frac{3}{4}$ ths) majority of Members voting in person thereat, the Applicant shall thereupon become a Member of the Club provided that he shall pay within fourteen (14) days of the date of such meeting such entrance fee and subscription in respect of his category and period of Membership or part thereof, as shall be determined from time to time. Upon the satisfactory completion of the foregoing, the Secretary will ensure that each new Member receives a copy of the current Rules of the Club.
10. A Member may, prior to 30 June in each year, make application to the Committee for re-admission as a Member to his category of Membership, and upon payment of his annual subscription with such application, shall be deemed for all purposes to have been re-elected as such a Member. A period of grace will be accorded to member/s who have not made application for the renewal of members by 30 June in each year until the close of business on 31 July in each year. **(Oct 03)**
11. A person elected to Membership after the 31 December in any year upon payment of one-half ($\frac{1}{2}$) of the prescribed annual subscription, applicable to the category of Membership to which he is elected, shall be deemed to be a Financial Member for the remainder of the Financial Year.

Termination of Membership

12. A Member shall cease ipso facto to be a Member of the Club:
- (a) upon the termination of his period of Membership (whether, by efflux ion of time or otherwise) unless he shall be re-admitted pursuant to Rule 10 as a Member of the Club for a further period of Membership;
 - (b) if he resigns by notice in writing addressed to the Secretary;
 - (c) if he shall die or become bankrupt or suspend payment or compound with his creditors or be convicted of a felony or misdemeanour;
 - (d) if he becomes of unsound mind or a person whose personal estate is liable to be dealt with in any way under the law relating to mental health;
 - (e) if his annual subscription for the forthcoming Financial Year has not been paid on or before the 1 July;
 - (f) if pursuant to the Rules, he shall be expelled from the Club;
 - (g) If he is convicted of an offence under the Cruelty to Animals Act, 1950/51, or any amendment thereof, or Act substituted therefore, or is convicted summarily or on indictment for an offence committed at an exhibition or show.

Register of Members

13. (a) A register of members shall be kept by the Secretary and shall contain the name and address and the date of admission to and the category of Membership of each Member.
- (b) The register of members shall be kept at the Office of the Club and shall be made available by the Secretary for inspection by a Member at all reasonable times.

Fees

14. The members in General Meeting at any time and from time to time may fix the amount of the Annual Subscription payable by each category of Membership and may in like manner determine that an entrance fee and/or levy shall be paid and the amount thereof. Provided always that any such alteration to the Annual Subscription or Entrance Fee must be by Notice of Motion and included on the notice paper for decision by the Members at the next General Meeting.

Privileges of Membership

15. Subject to the restrictions and limitations prescribed by or pursuant to the Rules, the privileges of a Member shall be:
- (a) the right to attend and vote at all General Meetings of the Club;
 - (b) to submit himself as a candidate for any Office of the Club;
 - (c) to receive any publication issued by the Club;
 - (d) to exhibit at any exhibition or show conducted by the Club and compete for prizes (including trophies) available for members of the Club.
16. A Junior Member or Honorary Member shall not be entitled to vote or to take part in the proceedings of a General Meeting and shall not be eligible to hold office, but shall be entitled to exercise all other privileges of membership.

Member's Liabilities

17. The liability of a Member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the Member in respect of Membership of the Club as required by Rule 14.

Disciplining and Conduct of Members

18. A Member, upon election to any category of Membership, shall strictly observe and act in conformity with and not otherwise than in accordance with the Rules and Regulations of the Club and the Constitution and Regulations of the Council and will uphold the honour of and use his best endeavours to further the objects of the Club.
19. In the case of a complaint being received against a member that is not a matter which should more properly be dealt with by another agency, the following procedures are to apply:
 - (a) no complaint is to be dealt with unless it is in writing, and is specific to the member/s to whom the complaint refers. Complaints which comply with this Rule are to be dealt with in accordance with the procedures as specified hereafter.
 - (b) in the first instance, the Secretary is to advise the President of the complaint. At the same time, the Secretary is to advise the complainant that a copy of his/her letter will be forwarded to the member/s to whom the complaint refers.
 - (c) the Secretary is to forward a copy of the complaint to the member/s named in the complaint and invite the member/s to respond.
 - (d) The correspondence is not to be tabled in the first instance.
 - (e) Subject to the nature of the complaint and the response received, then the following Rules are to be applied. **(Oct 03)**
20. A Member shall furnish to the Committee such information within the knowledge of the Member as the Committee may from time to time require and within such time as the Committee may specify in respect of any act or omission on his part or of his agent or servant in and about his conduct at any exhibition or show in respect of any matter dealt with or regulated by the Rules and Regulations of the Club and/or the Constitutions and Regulations of the Council.
21. If called upon to do so by the Committee, a Member shall supply upon statutory declaration duly made by his or his agent or servant as may be determined by the Committee any information required by the Committee pursuant to Rule 19.
22. If upon such inquiry, the Committee is of the opinion that a Member has wilfully infringed any of the Rules or Regulations of the Club or the Constitution and Regulations of the Council has been guilty of any conduct prejudicial to the Club or to a member thereof, the Committee may call his attention to such infringement or conduct by a notice in writing addressed to such Member and shall call upon such Member to show cause why he should not be expelled from the Club or have his membership suspended.
23. If such Member does not within a period of twenty-one (21) days of the date of the aforesaid notice, either resign his Membership or offer an explanation of the circumstances, either in person or in writing as he may elect to the Committee at a meeting thereof convened for that purpose, and if such explanation is not acceptable to the Committee, it may recommend to the Members at the first General Meeting thereof convened subsequent to such inquiry that the Member be suspended from membership for such period as the Committee may think fit or that such Member be expelled from the Club. At such meeting, the Member shall be entitled to be heard and to give his explanation of the circumstances and to call witnesses on his behalf.
24. If the recommendation of the Committee or an amendment thereof is approved by a resolution passed by a majority of three-fourths ($\frac{3}{4}$ ths) of the Members voting in person thereat, such Member shall forthwith be suspended from Membership or expelled as the case may be, and he shall have no claim whatsoever against the Committee thereof or against any Member so voting. Any Member so dealt with will have the right to appeal to the Council.

PART III - THE COMMITTEE

Powers, Constitution, Membership

25. (a) There shall be a Committee consisting of the Office Bearers President, the Vice-Presidents, Treasurer, and Secretary) a Show Secretary, Publicity Officer and not more than seven (7) members.
- (b) There shall be a Trials Committee consisting of four (4) members who shall be incorporated with the Committee.
26. The Committee shall manage and have the entire control of the affairs of the Club subject to and in accordance with the provisions of the Rules.
27. Notwithstanding the foregoing, the Members in General Meeting by resolution passed:
 - (a) if the Club is an obedience training Club by a majority of not less than three-fourths ($\frac{3}{4}$ ths) of the Members voting in person thereat; or
 - (b) if the Club is a Specialist Club by a simple majority of the Members voting in person thereat;

may overrule a decision of the Committee, except a decision of the Committee to pay any account payable by the Club, or by resolution passed by a simple majority of the Members voting in person thereat may instruct the Committee in the light of objections expressed by any Member to any such decision to review the decision at its next meeting and make its further recommendation to the Members at the next General Meeting thereof.

Meetings of Committee

28. Meetings of the Committee shall be held at least quarterly, or as needed at such place and such time as the Committee from time to time determines and a written notice to be sent.
29. The Secretary or his representative shall attend all meetings of the Committee. The minutes of such meetings signed by the Chairman thereof or by the Chairman of a confirmatory meeting shall be accepted as sufficient evidence of the proceedings of such meeting.
30. The quorum for a Committee Meeting shall be not less than one-half ($\frac{1}{2}$) of the Members thereof present in person.
31. The Secretary shall call a meeting of the Committee whenever requested so to do by the President or by three (3) members of the Committee.
32. The President, or in his absence, or if he shall be unwilling to act, a Vice-President present or if present he shall be unwilling to act, then a Member of the Committee elected by the Members thereof present in person shall be the Chairman of a meeting of the Committee.
33. A Member of the Committee shall not vote in respect of any contract or proposed contract with the Club in which he is interested or in respect of any matter arising thereto and if he does so vote, his vote shall not be counted.
34. All acts done by any meeting of the Committee or of a sub-committee thereof or of a sub-committee appointed by the Members or by any person acting as a Member of the Committee or of a sub-committee notwithstanding that it is afterwards discovered that there was some defect in the appointment of the Committee or of a sub-committee or any person acting as aforesaid, or that the Members of the Committee or any of them or of a sub-committee were disqualified shall be as valid as if any such person had been appointed and was qualified to be a Member of the Committee or of such sub-committee.
35. A Resolution in writing signed by all Members of the Committee for the time being entitled to receive notice of a meeting of the Committee shall be as valid and effectual as if it had been passed at a meeting of the Committee duly held and convened. Any such Resolution may consist of several documents in like form each signed by one or more Members of the Committee.

36. A Member of the Committee absenting himself from three (3) consecutive meetings without leave of the Committee shall ipso facto cease to be a Member of the committee, and if an Office Bearer he shall ipso facto also cease to hold his Office.
37. A casual vacancy occurring amongst Members of the Committee caused by the death or resignation of a Member thereof or by a Member ceasing for any reason to be a Member of the Committee, shall be filled by the Committee at its next meeting and the Member so appointed shall hold that Office until his appointment is confirmed by the Members at the next General Meeting or the vacancy is otherwise filled by the Members.

Office Bearers

38. The Office Bearers of the Club shall be:
- (a) the President for the time being of the Club, who, unless otherwise determined by the Members, shall not hold office for more than three (3) years in succession;
 - (b) two (2) Vice-Presidents;
 - (c) the Treasurer;
 - (d) the Secretary.

A Member shall not hold more than one such office at anyone time.

Duties of the Secretary

39. The Secretary of the Club shall exercise and perform all the usual secretarial functions and generally attend to the secretarial work of the Club and in particular shall keep and maintain;
- (a) The Register of Members;
 - (b) A Register of the persons who are appointed by the Members as Judges;
 - (c) Minutes of all proceedings of meetings of the Committee and of the Club;
 - (d) all necessary records of the affairs of the Club;
 - (e) a complete record of awards made at all exhibitions and shows conducted by the Club.

Duties of Treasurer

40. The Treasurer shall:
- (a) receive all monies paid to the Club and cause the same to be paid into the banking account of the Club kept for such purpose within fourteen (14) days of the receipt thereof;
 - (a) keep all necessary books of accounts and finance as shall be required by the Auditors;
 - (b) prepare the Annual Balance Sheet and Accounts and accompanying reports;
 - (c) submit financial statements to Members of the Committee and of the Club;
 - (d) produce to the Members in General Meeting the cash book and bank passbook when requested to do so;
 - (e) keep vouchers for payments authorised by the Club and by the Committee;
 - (f) keep a true and correct inventory of all property of the Club;
 - (g) pay all authorised accounts within fourteen (14) days of approval; and
 - (h) make the books of accounts available to the Internal Auditor when requested.

Election of Office Bearers and Committees

41. The Office Bearers and the Members of the Committee shall be elected annually at the Annual General Meeting and shall take office at the close of the Annual General Meeting at which they are elected. The Office Bearers will hold office from Annual General Meeting to Annual General Meeting.

42. (a) A Returning Officer shall be elected by the Members in General Meeting. The Returning Officer should not be a member of the Club. Voting correspondence shall be sent to the Returning Officer, care of the Secretary;
 - (b) Nomination of Members proposed as Office Bearers or as Members of the Committee shall be made in writing to the Secretary prior to the commencement of the June meeting.
 - (c) Any member desirous of voting by mail shall register such desire with the Secretary prior to the commencement of the July Meeting. Such registration shall be accepted by the Secretary if in writing, signed by the member registering and if a stamped and addressed envelope to that member is enclosed with such notification. A member who has so registered shall be called a "Postal voting Member".
43. A list of all such nominations shall be sent to each of the Postal Voting Members at least fourteen days (14) prior to the holding of the Annual General Meeting. Such list shall contain in respect of a retiring Member of the Committee whose name appears thereon the number of such meetings held during the preceding year, and the number thereof which he attended, whilst he was a Member of the Committee.
44. If there be not a nomination for any of the Executive or Committee positions, or if a Member nominated for such office declares at the Annual General Meeting verbally or in writing that he is unwilling to stand for that Office, or if the number of Members required for election as Members of the Committee are not nominated, the Members may propose and second orally at the Annual General Meeting, sufficient Members to fill any such Office.
45. If there be more than the required number of Members nominated for the election to any office, an election by ballot shall take place, but if there be only the requisite number, the Chairman shall declare those nominated to be duly elected.
46. If the election of the Office Bearers and Members of the Committee shall be by ballot, the list of nominations sent to Postal voting Members as aforesaid shall constitute a voting paper for such Postal Voting Members and shall indicate by an asterisk and footnote those members eligible for re-election. The Secretary shall initial and number consecutively the top right hand corner of the ballot paper and keep a true record of the number of ballot papers issued.
47. For the purpose of the ballot, not less than two (2) scrutineers shall be appointed by the Members at, and as the first business of, the Annual General Meeting. Upon the appointment of the scrutineers, the Secretary shall hand to the Returning Officer a list of the members of the Club entitled to vote. If any ballot paper shall not have been endorsed and numbered by the Secretary as aforesaid, or the pre-addressed envelope has not been signed by the member purported to vote, such ballot paper shall be declared informal and the votes of that member shall not be counted.
48. (a) A voting paper shall be prepared by the Secretary with the names of the candidates listed thereon in alphabetical order which shall be posted to each Postal Voting Member in the stamped and addressed envelope referred to in Clause 41(c) not later than fourteen (14) days prior to the date of the Annual General Meeting. At the Annual General Meeting, the Secretary shall hand a voting paper to each other Member present.
- (b) Each other member wishing to participate in the ballot shall vote in the same manner and thereupon hand his voting paper to the Returning Officer.
- (c) Voting by proxy shall not be permitted.
49. (a) The ballot shall be conducted on the first past the post system, EXCEPT where a candidate stands for more than one position, the voter shall, in the case of the later balloted for positions, number each candidate in order of appeal. Each vote shall have equal value until the number required is elected.
- (b) Two (2) envelopes will be sent with each ballot paper.
 - (i) One such envelope will be pre-addressed to the Returning Officer, Care of the Secretary.

- (ii) The second envelopment will be marked "Ballot Paper Only" and is not to have any other marks on it. The voting Member shall place the ballot paper inside this envelope and seal same.
- (iii) The Ballot paper envelope shall then be placed inside the pre-addressed envelope. The voting Member will sign and print their name on the back of the PRE-ADDRESSED envelope, properly seal it and cause it to arrive at the Club's postal address no later than 5.00pm on the day preceding that appointed for the holding of the Annual General Meeting.

(c) Clear instructions on how to vote will be sent with the Ballot paper.

- 50. The Returning Officer shall count or cause to be counted by the said scrutineers the votes recorded on the voting papers so received. Such votes may be counted in the presence of any person or persons standing for election who may attend.
- 51. The Returning Officer shall declare the result of the ballot immediately after the votes have been counted, and announce the number of votes polled by each candidate, and in the event of an equality of votes in favour of any candidate which could affect the election of a candidate, the Members at the Annual General Meeting shall elect one of such candidates to fill the vacancy for which he was nominated by a Resolution passed by a simple majority of Members present and voting thereon. The Returning Officer shall deliver all ballot papers so counted to the Secretary in a sealed envelope or wrapper who shall keep the same for a period of 90 days from the date of the meeting.
- 52. If any question shall arise as to the validity or invalidity of a voting paper, or whether any particular Member has or has not been elected to any particular Office, a statement by the Returning Officer that the relevant voting paper is or is not valid or that a particular Member has or has not been elected to a particular Office shall be conclusive.

Sub-Committees

- 53.
 - (a) On the recommendation of the Committee or upon a Motion of a Member, the Members in General Meeting may at any time and from time to time appoint a sub-committee from amongst the Members of the Committee or the Members for such purpose and with authority to exercise such powers and duties as the Committee in its discretion may recommend and the Members thereof shall hold office during the pleasure of the Members;
 - (b) The Members as aforesaid may by resolution, remove from Office a Member of a sub-committee and may in like manner appoint another eligible person in his stead;
 - (c) The quorum for a sub-committee shall be such number thereof as shall be determined by the Members at the time of its election who may in like manner appoint a Chairman thereof provided that if a Chairman is not so appointed or is absent or unwilling to act, the Members of the sub-committee shall appoint one of their number to be Chairman.
 - (d) Any such sub-committee may be empowered to exercise the powers and duties committed to it for a term extending beyond the term of office of the Committee recommending it, provided that such extended term is ratified by the Members in General Meeting.
 - (e) Subject to the consent of the Members any such sub-committee may co-opt additional Members to assist in its duties.

PART IV - GENERAL MEETINGS

Annual General Meeting - Holding of

54. (a) with the exception of the first Annual General Meeting of the Club, the Club shall, at least once in each calendar year and within the period of three (3) months after the expiration of each Financial Year of the Club, convene an Annual General Meeting of its Members.
- (b) The Club shall hold its first Annual General Meeting:
- i. within the period of eighteen (18) months after its incorporation under the Act; and
 - ii. within the period of two (2) months after the expiration of the first Financial Year of the Club;
- (c) Sub-paragraphs (a) and (b) have effect subject to any extension or permission granted by the Commission under Section 26(3) of the Act.

Annual General Meeting - Calling of and Business - At

55. The Annual General Meeting of the Club shall, subject to the Act and to Rule 53, be convened on such date and at such place and time as the Committee thinks fit.
56. (1) In addition to any other business which may be transacted at an Annual General Meeting, the business at an Annual General Meeting shall be:
- (a) to appoint a Returning Officer and not less than two (2) scrutineers as required by Rule 46;
 - (b) to confirm the Minutes of the preceding Annual General Meeting;
 - (c) to receive and adopt the balance sheet and accounts of the Club and the accompanying reports thereon;
 - (d) to receive from the Returning Officer pursuant to Rule 50 or the Chairman pursuant to Rule 44 the result of the ballot for the election of the Office Bearers and the Members of the Committees or pursuant to Rule 43, to elect Office Bearers or Members of the Committees;
 - (e) to appoint an Auditor;
 - (f) to transact any other business written notice of which shall have been given to the Members at least seven (7) days prior to the date of such meeting.
- (2) The minutes of the Annual General Meeting shall be read at the next ordinary General Meeting.

Ordinary and Special General Meeting - Calling Of and Business At

57. An Ordinary General Meeting of the Club shall be held at t bi-monthly upon such day and at such time and at such place as the Members at their preceding meeting shall determine or if not so determined as shall be convened pursuant to the Rules.
58. In addition to any other business which may be transacted at an Ordinary General Meeting, the business of an Ordinary General Meeting shall be:
- (a) to note apologies for non-attendance;
 - (b) to confirm the Minutes of the preceding Ordinary General Meeting;
 - (c) to transact business arising out of such Minutes;
 - (d) to receive the reports of the Committees, the Secretary and the Treasurer and any other such reports as may be required to be given;
 - (e) to receive the reports of sub-committees;
 - (f) to elect new Members;
 - (g) to consider and deal with business deferred from the previous meeting;

- (h) to consider and deal with Motions of which due notice has been given;
 - (i) to consider and deal with correspondence received since the previous General Meeting;
 - (j) to receive Notices of Motions;
 - (k) to consider and deal with Motions of which notice has not been given;
 - (l) to hear through the Chairman's answers to questions from Members and where appropriate, to deal with the subject matter thereof;
 - (m) to deal with such other business as the Chairman or the Members may allow.
59. A special General Meeting shall be convened by the Secretary at the direction of the President or of the Committee or on the written request of five (5) Members.
60. The business to be transacted at a Special General Meeting shall be set out in the notice governing the same, and no other business shall be transacted thereat or at any adjournment thereof.
61. (a) The quorum at a General Meeting shall be such number being not less than five (5) Members present in person as the Members from time to time shall determine; and
 (b) Proxy voting shall not be permitted.
62. The President or in his absence or if he shall be unwilling to act, the Vice-President or if there shall not be a Vice-President present, or if present he shall be unwilling to act, then a Member elected by the Members present in person shall be the Chairman of such a meeting.

Notice of General Meetings

63. Every General Meeting shall be convened by notice given by the Secretary to each Member of the Club specifying the date, time and venue of such meeting. The signature to any such notice may be written, stamped, impressed, typed or printed. Every such Meeting shall commence not later than 8.00 p.m.
64. At least seven (7) days prior notice shall be given in respect of each such meeting. Provided that with the sanction of a General Meeting one notice containing the particulars required by Rule 62 in respect of each General Meeting to be held during the Financial Year may be sent within the time aforesaid to the Members in the month of July each year or at such other time of the Financial Year in respect of future General Meetings in that year as a General Meeting may direct. Provided further that a copy of a Notice of a Motion received in writing from a Member shall be sent by the Secretary to each Member within the time aforesaid of the General Meeting at which the same is to be dealt with.
65. Notice of a General Meeting shall be deemed to have been given to each Member if it is published in the Club's Newsletter or Journal provided that such publication is made and despatched to the Members not less than seven (7) days prior to the date of the meeting or if it is served upon him personally or if it is sent through the post in a pre-paid letter, envelope or wrapper addressed to such Member at the address furnished by him to the Secretary or at his last address known to the Secretary. A notice sent to one of a Dual Membership shall be deemed for all purposes to have been notice given to each of such Members.
66. The accidental omission to give notice to a Member or if a Member shall fail to receive a notice sent as aforesaid, shall not invalidate a General Meeting.
67. A notice sent by post shall be deemed to have been served on the day following that on which the letter, envelope or wrapper containing the same is posted. In proving such service, a certificate signed by the Secretary that the letter, envelope or wrapper was properly addressed, postage pre-paid and put into the Post Office or a receptacle provided by Australia Post for the purpose of posting letters, shall be conclusive evidence thereof.

Adjournment of Meetings

68. If at a General Meeting or at a Committee or sub-committee meeting a quorum shall not be present after the lapse of fifteen (15) minutes from the appointed time thereof, the Meeting shall thereupon lapse.
69. A General Meeting of Members or a meeting of Members of a Committee or of a sub-committee shall have the power to adjourn its proceedings from time to time for any period not exceeding at any one time, one (1) month.

Procedure at Meetings

70. All questions arising at a General Meeting or at a Meeting of the Committee or any sub-committee, other than questions of order or practice which shall be decided by the Chairman, shall be decided by the majority of votes cast at such meeting and in the case of equality of votes the Chairman shall have a casting vote. There shall be no proxy voting at General Meetings.
71. At meetings of Members or of the Committee or of a sub-committee the mode of voting shall in the first instance be by a show of hands, or if required by any Member by an actual division or by a ballot and the Chairman shall have an ordinary and in the case of equality also a casting vote and all questions shall be decided by the majority of votes of the Members voting in person at any such meeting provided that on a resolution relating to the election of Office Bearers or of the Members of the Committee or relating to the expulsion of Members, the foregoing shall not apply and in lieu thereof votes shall be taken in accordance with the relevant Rules.
72. The Chairman of a General Meeting or of the Committee or of a sub-committee:
- (a) shall conduct the meeting in accordance with the Rules governing any such meeting and with the law and accepted practice relating thereof;
 - (b) shall make himself familiar with such Rules and the law and accepted practice relating thereof;
 - (c) shall be bound by the Rules and Regulations made pursuant thereto and shall ensure that the meeting at all times conforms thereto and shall administer the same fairly and impartially;
 - (d) shall at all times endeavour to be concise in his statements to the meeting and be fair when summing up points at issue or as have been or are the subject of debate and to speak clearly so as to be heard by the Members;
 - (e) provided that a quorum is then present or if not, then as soon as a quorum is present within the allowed time, shall declare the meeting open at the hour appointed;
 - (f) if a quorum is not present as aforesaid, or if during the meeting there shall cease to be a quorum, shall adjourn the meeting or declare that it has lapsed as may be required by the Rules or Regulations;
 - (g) shall introduce the items of business in the order set out in the notice convening the meeting or as prescribed by the Rules and shall not change such order without the approval of a resolution of the Members present pursuant to a Motion specifying the change required in such order;
 - (h) shall close the meeting promptly at the completion of the business to be transacted thereat, or unless the Members shall otherwise determine, at the time appointed;
 - (i) shall not be entitled to take the Chair upon his late arrival at a meeting if some other person has been elected Chairman, due to his absence unless such Chairman as an act of courtesy, resigns from such position;
 - (j) shall not be required to accept a Motion of No Confidence in the Chair or that the Chairman leave the Chair provided that, except when the President is in the Chair, a Member may move that a Member who shall be named and who shall consent thereto take the Chair for the meeting, and if carried, the Chairman shall forth-with vacate the Chair and such Member shall become the Chairman for the remainder of the meeting; a Member may propose or second himself as Chairman and may vote for himself;
 - (k) shall call upon a Member by his name to speak and shall alone determine the order of speakers;

- (l) shall not permit discussion of any subject matter unless there is a Motion thereto before the meeting and shall forthwith terminate all irrelevant discussion;
- (m) shall ensure that the decision of the meeting is properly ascertained in respect of any question before it and subject to the Rules shall give to the Members sufficient opportunity to express their opposing views;
- (n) shall determine whether a Motion or an amendment thereof falls within the terms of the notice of the meeting or of a written Notice of Motion, and shall not rule out of order a Motion which is within the competence of the meeting when all the conditions incidental to the submission of the matter to the meeting have been observed;
- (o) if a poll is demanded may determine the time and manner of taking it and if it is not possible to take such poll during the course of the meeting, may adjourn the meeting for such purpose and may order a poll to be taken although the meeting desires voting by a show of hands;
- (p) shall enter or cause to be entered in the Minute Book the result of a poll and such entry shall be prima facie evidence of the result thereof;
- (q) where the voting is by show of hands, may require another vote although he has previously declared the result.

73. A Member present at a meeting:

- (a) shall not address a meeting without first being called upon so to do by the Chairman;
- (b) desirous of moving a Motion or an amendment to a Motion or of taking part in discussion shall rise and when called upon to speak shall address the meeting through the Chairman;
- (c) proposing a Motion or an amendment to a Motion, shall state its nature before so addressing the meeting;
- (d) shall resume his seat immediately upon the conclusion of his remarks or if the Chairman rises or proceeds to speak or when called upon by the Chairman so to do;
- (e) shall not discuss or challenge a decision of the Chairman on a point of order and shall not move a Motion of disagreement with, or which would have the effect of altering any such decision;
- (f) shall not interrupt a speaker unless moving a Motion on a point of order whereupon the speaker shall resume his seat whilst the Member so moving is heard and the point of order determined whereupon if the decision is in his favour, the speaker may proceed with his subject;
- (g) may at any time rise and address the Chairman on a point of order, but shall at once state so and confine his remarks to the point of order raised; a point of order shall be taken immediately it is raised.
- (h) shall not speak more than once on a Motion, except the mover thereof.

74. Motions shall be moved in the order in which the notices thereof have been received and shall not be proceeded with in the absence of the Member giving such notice unless he has authorised some other Member to move it on his behalf.

75. A Motion may be moved or seconded by the Chairman or by a Member.

76. Upon a Motion being moved and seconded, the Chairman shall allow debate thereon as prescribed by the Rules and at the close of such debate shall put the Motion to the meeting.

77. Upon a Motion being put to the meeting and carried by the requisite majority of the Members, it shall become a resolution of the meeting and recorded accordingly.

78. The mover or seconder of a Motion shall not move or second an amendment to it, but shall be entitled to speak upon any amendment and to vote in favour of it.

79. When Notice of a Motion has been given in writing, an amendment thereto shall not be moved unless notice of such amendment has been given in writing. Provided that the meeting by a resolution passed by a simple majority of the Members voting in person thereat may consent to a Motion of amendment moved verbally at the meeting.

80. A Motion for amendment shall not be accepted by the Chairman which is or tends to be or would have the effect of being a negative of the Motion intended to be amended.
81. A second or subsequent Motion of amendment to an original Motion shall not be moved until the previous Motion of amendment has been dealt with by the meeting.
82. If a Motion or subsequent motions for amendment shall be carried, the original Motion as amended shall then be debated and thereafter put to the vote of the Members.
83. The mover of a Motion of amendment shall not have the right to reply after the debate thereon.
84. A Motion for amendment shall be put to the meeting before the original Motion is put.
85. Motions for amendment shall be taken in the order in which they affect the terms of the original Motion, and an amendment shall not be allowed in respect of those parts of the original Motion which have already been carried.
86. Except when another Member is speaking, a Member who has not moved or seconded or spoken on a Motion then before the meeting or on a proposed amendment thereto, may move at any time that the meeting proceed to the next business and such Motion shall not be amended but shall be immediately put to the vote without speech or discussion. If carried the matter then before the meeting shall be disposed of for that meeting, and the meeting shall proceed to the next business. If not carried, the meeting shall deal with the original Motion provided that a Member as aforesaid may again move a similar Motion. The business so shelved may be brought up again at another meeting on due notice being given in accordance with the Rules.
- a. In the case of rescission motions: a notice of motion is required for the rescission of any Rule or By-Law.
 - b. Any motion previously moved from the floor of a meeting may be rescinded from the floor of a meeting, except in the case of motions deemed to relate to issues of significant importance to members, when a member may foreshadow his/her intention to move the motion at the next meeting, and notice of the member's intended motion is to be published in the Newsletter prior to a vote on the matter. A Special General Meeting is not required for the rescission of motions previously moved from the floor of a meeting.
(Oct 03)
87. If a Member who is entitled to attend and vote at a General Meeting of members or at a meeting of a Committee or Sub-committee is denied admittance to such meeting, or if during such a meeting he is removed or compelled to leave the meeting other than for good and sufficient reason as provided by the Rules, all business conducted thereat shall be void and of no force or effect as though such meeting had not been held.

Special Resolution

88. A resolution of the Club is a Special Resolution if:-
- (a) it is passed by a majority which comprises not less than three-fourths (3/4ths) of such Members of the Club as, being entitled under these Rules so to do, vote at a General Meeting of which not less than twenty-one (21) days written notice specifying the intention to propose the resolution as a Special resolution is given in accordance with these Rules; or
 - (b) where it is made to appear to the Commission that it is not possible or practicable for the resolution to be passed in the manner specified in sub-paragraph (a) -the resolution passed in a manner specified by the Commission.

PART V – MISCELLANEOUS

Insurance

89. (a) The Club shall effect and maintain insurance pursuant to Section 44 of the Act.
(b) in addition to the insurance required under sub-paragraph (a) the Club may effect and maintain other insurance.

Funds – Source

90. (a) The funds of the Club shall be derived from entrance fees and annual subscriptions of Members, donations and, subject to any resolution passed by the Club in General Meeting, such other sources as the Committee determines.
(b) All money received by the Club shall be deposited within fourteen (14) days and without deduction to the credit of the Club Bank Account.
(c) The Club shall, as soon as practicable, after receiving any money, issue an appropriate receipt.

Funds Management

91. (a) Subject to any resolution passed by the Club in General Meeting, the funds of the Club shall be used in pursuance to the Objects of the Club in such manner as the Committee determines.
(b) All cheques, drafts, bills of exchange, promissory note and other negotiable instruments shall be signed by any two (2) authorised Officer Bearers.

Alteration of Objects and Rules

92. Subject to the prior written consent of the Council being first obtained, the Statement of Objects and Rules may be altered, rescinded or added to only by a Special Resolution of the Club.

Common Seal

93. (a) The Common Seal of the Club shall be kept in the custody of the Public Officer who shall be the Club Secretary.
(b) The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures either of two (2) Members of the Committee or of one (1) Member of a Committee and of the Public Officer.

Financial Year

94. The Financial Year of the Club shall commence on the 1st day of July in each year, and terminate on the 30th day of June in the following year.

Show Secretary

95. (a) The Members may appoint a Show Secretary and the duties shall be determined by the Members in General Meeting. Provided that the Show Secretary shall keep in lieu of the Secretary the Register and records requested to be kept pursuant to Rule 38 (b) and (e) respectively.
(b) The Members may appoint a Trial Secretary and his duties shall be determined by the members in General Meeting. Provided that the Trial Secretary shall keep in lieu of the Secretary the Register and records requested to be kept pursuant to Rule 38 (b) and (e) respectively.

Publicity Officer

96. The Members shall appoint a publicity Officer who shall adopt the editorial policy of the Club and his duties shall be determined by the Members in General Meeting.

Social Secretary

97. The Members may appoint a Social Secretary who shall be the officer responsible for arranging such social functions as are approved by members from time to time.

Lecture Convener

98. The Members may appoint a Lecture Convener who shall arrange Lectures and Films for Club meetings.

Audit and Auditor

99. (a) The Members at the Annual General Meeting shall appoint each year a duly qualified Auditor to be the Auditor of the Club and a person so appointed shall hold that office until the next Annual General Meeting. A casual vacancy occurring in the position of Auditor shall be filled by the Committee.
- (b) Notice of the nomination of any person other than a retiring Auditor for appointment as Auditor shall be given to the Members not less than seven (7) days before the Annual General Meeting at which the appointment of Auditor is to be made.
- (c) A person shall not be appointed to act as Auditor of the Club: -
- (i) if he is not a certified Practising Accountant as defined by the Companies (New South Wales) Code; or
- (ii) if he is an Officer Bearer or a Member of the Committee or an employee of the Club.
- (d) The Club will have an internal auditor whose duties will be to audit the Club books in November and May of each year, or as instructed to do so.

Patron

100. (a) The Members at the Annual General Meeting may invite until otherwise determined by them not more than two (2) persons to be Patrons of the Club who shall hold that Office until the close of the next succeeding Annual General Meeting. A Patron shall be entitled to attend a General Meeting of the Club and by invitation of the President to address the Members thereat, but unless he is a Member he shall not be entitled to enter into debate on any matter before the meeting or vote thereat.
- (b) There may be two (2) Life Patrons of the Club.

Club Journal

101. The Members in General Meeting by a resolution passed by a simple majority of those voting in person thereat may authorise the publication of a Club Journal under such name and subject to such terms and conditions and containing such subject matters as the Members may determine as aforesaid from time to time.

Shows

102. The Club may conduct from time to time (either alone or in conjunction with any other Club or body) in accordance with the Constitution and Regulations for the time being in force of the Council, exhibitions and shows.

Judges

103. The members in General Meeting by a resolution passed by preferential voting of those voting in person thereat and by postal votes in the case of country members, shall elect Judges from amongst the persons for the time being enrolled on the Judges Panels kept or who may be approved of by the Royal NSW Canine Council who may be invited to officiate as such at exhibitions or shows conducted as aforesaid. At least two (2) months notice shall be given to the Members of the intention to elect Judges at such General Meetings and the notice shall specify the Shows for which such Judges are to be appointed.

Records and Accounts

104. (a) The Committees shall keep or cause to be kept true accounts of all monies received, of all payments made by or on behalf of the Club and of all assets and liabilities, the manner in which income and expenditure of the Club have been dealt with which at all times shall show the true financial position of the Club.
- (b) Except as otherwise provided' by these Rules, the Public Officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the Club.

Inspection of Books

105. The records, books and other documents of the Club shall be open for inspection, free of charge, by a Member of the Club at any reasonable hour by appointment.

Service of Notices

106. (a) Except as otherwise provided by these Rules, a notice may be served by or on behalf of the Club upon any Member either personally or by sending it by post to the Member at the Member's last known address shown in the Register of Members.
- (b) Except as otherwise provided by these Rules where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these Rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

Regulations

107. Subject to the Objects and Rules, Members in General Meeting by resolution passed by a simple majority and voting in person may make Regulations and may from time to time amend such Regulations by variation, deletion or addition as they shall think fit in respect of:-
- (a) nominations of members;
 - (b) the conducting of ballots;
 - (c) the holding and conducting of shows and exhibitions by the Club;
 - (d) the granting of awards and prizes at such shows or exhibitions;
 - (e) the manner and procedure dealing with protests and objections made at shows or exhibitions;
 - (f) meetings of Members and of Committees;
 - (g) the publication of a newsletter or journal;
 - (h) code of ethics for breeders;
 - (i) Alterations to Rules require a Notice of Motion.
108. The regulations shall be read and construed subject to the provisions for the time being of the Rules of the Club, and of the Constitution and Regulations of the Council.

Surplus Property – (Winding Up)

109. (a) At the first General Meeting of the Club, it may pass a Special Resolution nominating an association (whether or not incorporated under the Act) as the association in which it is to vest its surplus property pursuant to Section 53 (2) of the Act in the event of the winding up or the cancellation of the incorporation of the Club.
- (b) The association so nominated shall be one which fulfils the requirements specified in Section 53 (2) (a) to (c) of the Act.

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