



## CANTERBURY KENNEL ASSOCIATION INC.

### CONSTITUTION

**1: NAME:**

The Association shall be called "The Canterbury Kennel Association Incorporated".

**2: REGISTERED OFFICE:**

The Registered Office of the Association shall be at Christchurch or such other place as shall from time to time be deemed fit.

Notice of any change in the situation of the registered office shall be sent to the Registrar of Incorporated Societies.

**3: OBJECTS**

(i) To promote and nurture projects and initiatives directed at the general public to pass on learning about pure bred dogs, to share experiences and expertise, to hold lectures, training sessions and exhibitions so as to increase the public's competency, skills and understanding of dogs and their breeds. To protect and promote the overall good welfare of animals and to support (whether financially or by other methods) initiatives that are conducive to those aims, such that the primary purpose of the Club shall be the advancement of education about dogs and their breeds, in a charitable sense.

(ii) To encourage like-minded people of the community to participate in and to become involved in the activities of the club.

(iii) To administer and control the use and upkeep of the clubs centre at McLeans Island, Christchurch, known as the. Canterbury Kennel Centre.

(iv) To provide assistance to other similar charitable organisations through co-operation, hands on service, the sharing of ideas, fundraising events and the provision of sponsorship or prizes.

(v) To undertake other general charitable activities within New Zealand of a similar nature as may be conducive to the obtaining of the above objects or which may benefit the community generally.

The club's objects shall only be carried out in and to benefit New Zealand, however the club may carry out activities outside New Zealand to promote the club.

4: MEMBERSHIP:

The Association shall consist of all persons who are now members of the Canterbury Kennel Association and of all persons who shall from time to time be elected in the manner set out in Rule 11 hereof.

5: HONORARY LIFE MEMBERS:

Honorary Life Members may be elected at the Annual General Meeting only. Members with twenty-five (25) years continuous membership shall become Honorary Life Members.

6: TWENTY-FIVE YEAR MEMBERSHIP

Members may be elected for a period of twenty-five (25) years on payment of **an amount set at the previous Annual General Meeting.**

7: CONSTITUTION

The Association shall consist of Patrons, a President, one Vice-President, Honorary Secretary, Honorary Treasurer, an Auditor, a Committee of not more than twelve (12) members, Honorary Life Members, Ordinary Members and Junior Members.

8: THE COMMITTEE:

**(i)** The affairs of the Association shall be managed by a Committee consisting of not less than five (5) nor more than twelve (12) financial members of the Association, the President, Vice-President, Secretary and Treasurer to be "ex-officio" members of the Committee.

**(ii)** A quorum shall consist of five (5) committee members.

**(iii)** The Committee shall have the power to co-opt the services of any person or persons they may deem necessary at any time, such co-opting to be for a period that shall be clearly defined at that time.

**(iv)** Any Committee Member absenting him or herself from three (3) consecutive meetings without a written apology may be required by the Committee to forfeit his or her seat.

**(v)** Should any member of the Committee die or resign or cease to be a member through non-attendance or for any other reason, the Committee may appoint some other member to fill such vacancy.

**(vi)** Any member so appointed shall be qualified to act until the next Annual Meeting.

9: POWERS OF THE COMMITTEE

The affairs of the Association shall be conducted solely by the Committee. The property of the Association shall be vested in the Committee. The Committee shall have full power to control and invest the funds of the Association as it thinks fit. The directions of the Committee in such matters shall be executed by the Treasurer in the manner set out in Rule 14.

The Committee shall have full power to borrow money for the, purpose of the Association on such terms as it may think fit and with or without giving security for the payment of same and interest thereon.

The Committee shall have the power to appoint, suspend or dismiss any salaried officer of the Association if salaried officers shall become necessary for the management of the Association. The Committee shall have the power to make by-laws not inconsistent with the Rules for the proper conduct of the Association and to appoint sub-committees for special purposes and to arbitrate in any disputed matters.

The Committee shall be responsible for the development and administration of fund raising, planning, landscaping and usage of the Canterbury Kennel Association's Kennel Centre at McLeans Island.

The Committee shall have power to suspend or expel from the Association any member proved to their satisfaction to have been guilty of such misconduct as in the opinion of the Committee merits expulsion or suspension. Notice of such expulsion or suspension shall immediately be sent to such member by registered letter. Such expulsion or suspension shall be subject to confirmation of a Special General Meeting of the Association called for that purpose within one (1) month of the date of such expulsion or suspension.

Any member who by dishonourable conduct or by breach of the rules is liable for suspensions or expulsion shall have the right to appear at a meeting dealing with the matter prior to such suspension or expulsion being confirmed or otherwise and shall have the right of final appeal to three (3) independent arbitrators appointed by the Committee.

The Committee shall meet monthly or at such times as it shall decide. The Honorary Secretary or President shall call a Special Meeting of the Committee at any time that it may be necessary or on the written request of not less than three (3) Committee Members.

#### 10: SUBSCRIPTIONS

The Annual Subscription for the ordinary members shall be set at the Annual General Meeting for the forthcoming year. All subscriptions are per annum and become payable on the first of January each year.

Any Member whose current subscription is not paid by 31 August will be deemed to be in arrears and will not be entitled to the privileges of an Association member.

If at the end of ONE current year (last day of December) the arrears remain unpaid his or her name shall be struck off the roll of membership.

#### 11: ELECTION OF MEMBERS:

New members may be elected at a Committee meeting or General meeting. Candidates must be proposed and seconded in writing by two (2) financial members of the Association on the official form and must include the name and address of the Candidate who upon election will be bound by the Rules of the Association.

Any new members elected at an Annual General Meeting shall not become members until the conclusion of such meeting. The Committee and the General Meeting reserves the right to refuse membership without having to give reason thereof.

12: MODES IN WHICH PERSONS CEASE TO BE MEMBERS:

(a) Members wishing to resign from the Association must notify the Secretary in writing before the end of the financial year (31 December) or otherwise become liable for a further year's subscription. Any member on resigning shall pay any Arrears of subscription then owing.

(b) The following shall cease to be members of the Association:

(i) Unfinancial members whose names have been struck off the roll under Rule 10.

(ii) Members who have been expelled by the Committee under Rule 9.

(iii) Members resigning pursuant to Paragraph (a) hereof.

13: ELECTION OF OFFICERS:

(a) Officers of the Association shall be elected at the Annual General Meeting.

(b) Nominations must be proposed and seconded by financial members.

(c) If the number of candidates nominated does not exceed the number required, those nominated shall be declared elected at the Annual General Meeting.

(d) In any contested election voting shall be by ballot. Four (4) Scrutineers shall be appointed by the meeting to collect and count all ballot papers and report the result of the ballot. Only financial members shall be entitled to vote.

(e) Junior members shall not be entitled to vote at any meeting of the Association.

(f) At all General meetings **twenty (20)** members shall form a quorum.

14: DUTIES OF HONORARY SECRETARY, TREASURER:

The Honorary Secretary shall keep regular minutes of the proceedings of the Association and shall preserve all communications to or from the Association. He/she shall have custody of the Seal which shall be affixed in the manner set out in Rule 20, to all official documents emanating from the Association. All monies received on account of the Association shall be paid to the Honorary Treasurer

18: ALTERATIONS TO RULES

Notice of any proposed alteration or amendment in rules of the Constitution of the Association must be lodged with the Honorary Secretary at least twenty-eight (28) days before the date of the Annual Meeting. Such notice to be in writing and must clearly define the proposed alteration of addition and bear the signature of the proposer and seconder. Rules may be altered, added to or rescinded at any Special General Meeting called for the purpose by a two-thirds majority vote of those present and entitled to vote; provided however, the club may not make alterations or additions to the terms and provisions of this constitution if;

- (a) it affects the charitable objects of this club,
- (b) It affects the personal benefit clause (22),
- (c) It affects the winding up clause or
- (d) The club does not have the prior approval of the Inland Revenue Department to confirm the varied terms would not prejudice the eligibility of the club to claim the exemptions under Tax Laws for charitable entities, or the ability of the club to be registered under the Charities Act 2005.

Furthermore in order to comply with the Regulations of the Incorporated Societies Act 1908, any such alteration shall be written in duplicate and signed by at least three (3) members and together with a statutory declaration made by a solicitor or at least one (1) member to the effect that the said alteration was made in accordance with the Rules of the Society, shall be forwarded to the Registrar of Incorporated Societies for this approval.

19: JUDGES:

Any members may submit a name or names of persons for approval by the Committee to act as judges.

20: CUSTODY OF SEAL:

The Secretary shall have custody of the Common Seal, which shall be affixed only in the presence of the President and Secretary or in the absence of either, in the presence of the other and two (2) committee members.

21: CONDUCT AT MEETINGS:

At all meetings of the Association when any question of order, procedure or interpretation of rules shall arise, the ruling of the Chairman shall be accepted as final subject to the approval of the meeting. Voting at all meetings on all matters with the exception of the election of officers, which shall be in accordance with the procedure previously set out in Rule 13, shall be by a show of hands, The Chairman at all such meetings shall have a deliberative in addition to a casting vote.

At all meetings of the Association members are urged to show courtesy to each other, respect to the Chairman and to follow the recognised rules of debate.

22: PAYMENTS TO MEMBERS

All income, benefit, or advantage must be used to advance the charitable purposes of the organisation.

No member or persons associated with a member of the organisation shall derive any income, benefit or advantage from the organisation where they can materially influence the payment of income, benefit or advantage. Except where that income, benefit or advantage is derived from:

- (a) Professional services to the organisation rendered in the course of business charged at no greater rate than current market rates; OR
- (b) Interest on money lent at no greater rate than current market rates.

23: INTERPRETATION OF RULES:

Any question relating to the interpretation of the Association Rules or By-Laws shall be settled by the Committee who shall have the power to refer the matter to a practicing Barrister of not less than ten (10) years standing and to act in accordance with his opinion.

24: WINDING UP (VOLUNTARY TERMINATION OF CLUB'S ACTIVITIES):

In the event of the winding up of the Association under the provisions of Section 24 or the Incorporated Societies Act 1908 all assets shall be realised and any surplus funds after payment of all debts and liabilities shall be applied or appropriated by the Committee

(i) to the New Zealand Kennel Club or

(ii) to any charitable entity or entities registered with the Charities Commission.

No addition to or alteration of the pecuniary profit clause or the winding up clause shall be approved without the Inland Revenue Department's approval.

No addition to or alteration or rescission of the Rules shall be approved if it affects clauses 22 or 24.

25: Matters not covered in these rules shall be decided upon by the Committee.