

Rules of The Scottish Terrier Club of Victoria Incorporated

Adopted 6th April 1995

Reproduced November 2010

Revised to meet new requirements of
Incorporated Associations
Reform Regulations 2012 in May 2013

PART 1—PRELIMINARY

1 Name

The name of the Incorporated Association is "The Scottish Terrier Club of Victoria Incorporated".

Note

Under Section 23 of the Act, the name of the Association and its registration number must appear on all its business documents.

2 Purposes

The objects of the Scottish Terrier Club of Victoria Inc. are:-

- (a) To affiliate with DogsVic.
- (b) To promote and encourage the breeding of pure bred dogs and in particular the Scottish Terrier.
- (c) To promote and raise the standard and exhibition of registered pure bred dogs, particular the Scottish Terrier.
- (d) To promote the holding of Exhibitions under DogsVic Rules and Regulations and to conduct Exhibitions.
- (e) To foster, promote and protect the interests of exhibitors of dogs at exhibition and particularly the exhibitors of Scottish Terriers.
- (f) To collect, verify and publish information relating to dogs and the breeding of exhibition dogs.
- (g) To educate and encourage Members, breeders and judges to abide by the requirements and standards approved by DogsVic for the conduct of Exhibitions and Shows.
- (h) To promote good fellowship and sportsmanship amongst Members and those participating in or attending at Exhibitions and Shows.
- (i) To inform Members of and make known to them the Laws and Regulations of the State relating to the ownership and care of dogs, and the responsibility of owners for the conduct and actions of their dogs.
- (j) To hold functions and lectures relating to dogs and to the objects of the Association generally.
- (k) To provide awards and donate prizes for competitions at Exhibitions and for the competition by breeders and exhibitors of dogs.
- (l) To foster relations with other Clubs and bodies having similar aims.
- (m) To promote and assist worthy causes, as agreed at a General Meeting of the Members of the Association.
- (n) To invest the funds of the Association not immediately required in such manner as the Members or the Committee in lieu thereof shall determine.
- (o) To purchase, hire, lease, etc and do such things as are conducive or incidental to promoting and achieving the purposes of the Association.
- (p) To carry on such other activities or promote or encourage interest in the breeding, upkeep and training of and the general wellbeing and improvement of the Scottish Terrier and to do all such other things as may be necessary or conducive to carrying out the objects of the Association.

3 Financial year

The financial year of the Association is each period of 12 months ending on 31 October.

4 Definitions

In these Rules:

Absolute majority, of the Committee, means a majority of the Committee Members currently holding Office and entitled to vote at the time (as distinct from a majority of Committee Members present at a Committee Meeting);

Application for Membership, includes application for re-admission to Membership;

By-Laws means the By-Laws in force at the time of the Association as approved by the Committee of Dogs Victoria and shall form part of and be deemed to be incorporated in the Rules of the Association;

Chairperson, of a General Meeting or Committee Meeting, means the person chairing the meeting as required under Rule 46;

Committee means the Committee having management of the business of the Association;

Committee Meeting means a meeting of the Committee held in accordance with these Rules;

Committee Member means a Member of the Committee elected or appointed under Division 3 of Part 5;

Disciplinary Appeal Meeting means a meeting of the Members of the Association convened under Rule 23(3);

Disciplinary Meeting means a meeting of the Committee convened for the purposes of Rule 22;

Disciplinary Sub-Committee means the Sub-Committee appointed under Rule 20;

Dual Member means one of any two Members of the one family resident at the same address or one of any two person who are partners in the conduct of a kennel having a kennel prefix in their joint names registered with Dogs Victoria who has been admitted with the other of such persons as a Dual Member of the Association;

Exhibition includes Canine Show, Canine Exhibition, Canine Parade, Gundog Trial and Test, Canine Competition, Display, Obedience Trial and Tracking Trial, Non-Slip Retrieving Trial, Agility Trail, Sledding, Weight Pulling, Contest, Match or similar event;

Financial Member means a Member of the Association who shall not be in default in the payment of the annual subscription or any fees or other monies payable in accordance with the Rules. Non-financial shall have the opposite meaning;

Financial year means the 12 month period specified in Rule 3;

General Meeting means a General Meeting of the Members of the Association convened in accordance with Part 4 and includes an Annual General Meeting, a Special General Meeting and a Disciplinary Appeal Meeting;

Honorary Member means a person who, upon the recommendation of the Committee or upon a written nomination signed by not less than five Members is elected by a resolution passed in General Meeting by a majority of not less than three-fourths of the Members voting in person thereat as an Honorary Member for such period as may be so determined and who in the opinion of such meeting has rendered outstanding services to the Canine Fancy or to the Association or for other good and sufficient reason and who need not comply with the provisions the Associations purposes (Rule 2) and shall in addition have the rights and privileges of a financial Member, but shall not be entitled to vote at General Meetings or hold Office, unless a majority of Members otherwise decides.

Junior Member means any person under the age of sixteen (16) years of age is a Junior Member of the Association, but shall cease to be a Junior Member at the end of the financial year in which he or she attains their sixteenth year;

Life Member means a Member who has been admitted to the Association 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 Member of the Association admitted as an ordinary, dual, life, junior or Honorary Member of the Association;

Member entitled to vote means a Member who under Rule 13(2) is entitled to vote at a General Meeting;

Special Resolution means a resolution that requires not less than three-quarters of the Members voting at a General Meeting, whether in person or by proxy, to vote in favour of the resolution;

The Act means the Associations Incorporation Reform Act 2012 and includes any regulations made under that Act;

The Registrar means the Registrar of Incorporated Associations;

Period of Membership in relation to a Member, denotes the twelve months terminating at midnight on the thirty-first (31) day of October each year for which such Member is for the time being elected or admitted to Membership of the Association or such portion of that term during which his/her Membership continues;

Registered means breeds and breed varieties of dogs for which a separate register is kept by Dogs Victoria;

Regulations means either the Association Incorporation Regulation 1993 or the Regulations of Dogs Victoria as specifically referred to in either case in the Rules of the Association;

Rules mean the Rules for the time being of the Association and includes its By-Laws;

DogsVic means Dogs Victoria (trading name of the Victorian Canine Association Inc).

PART 2—POWERS OF ASSOCIATION

5 Powers of Association

- (1) Subject to the Act, the Association has power to do all things incidental or conducive to achieve its purposes.
- (2) Without limiting Rule 5.1, the Association may:
 - (a) acquire, hold and dispose of real or personal property;
 - (b) open and operate accounts with financial institutions;
 - (c) invest its money in any security in which trust monies may lawfully be invested;
 - (d) raise and borrow money on any terms and in any manner as it thinks fit;
 - (e) secure the repayment of money raised or borrowed, or the payment of a debt or liability;
 - (f) appoint agents to transact business on its behalf; and
 - (g) enter into any other contract it considers necessary or desirable.
- (3) The Association may only exercise its powers and use its income and assets (including any surplus) for its purposes.

- (4) Words or expressions contained in these Rules shall be interpreted in accordance with the Interpretation of Legislation Act 1984 and the Act as in force from time to time, and in accordance with the Constitution, Rules and Regulation of DogsVic.

6 Not For Profit Organisation

- (1) The Association must not distribute any surplus, income or assets directly or indirectly to its Members.
- (2) Rule 6.1 does not prevent the Association from paying a Member:
- (a) reimbursement for expenses properly incurred by the Member; or
 - (b) for goods or services provided by the Member.

if this is done in good faith on terms no more favourable than if the Member was not a Member.

Note

Section 33 of the Act provides that an Incorporated Association must not secure pecuniary profit for its Members. Section 4 of the Act sets out in more detail the circumstances under which an Incorporated Association is not taken to secure pecuniary profit for its Members.

PART 3—MEMBERS, DISCIPLINARY PROCEDURES AND GRIEVANCES

Division 1—Membership

7 Minimum Number of Members

The Association must have at least five Members.

8 Who is Eligible to be a Member and Membership Types

Any person who supports the purposes of the Association is eligible for Membership. Membership of the Association may be divided into the following categories:

- (a) Member (Ordinary);
- (b) Dual Member;
- (c) Life Member;
- (d) Honorary Member; and
- (e) Junior Member.

9 Application for Membership

- (1) To apply to become a Member of the Association, a person must submit a written application to a Committee Member stating that the person:
- (a) owns a pure breed dog; or
 - (b) supports the purposes of the Association; and
 - (c) wishes to become a Member of the Association; and
 - (d) agrees to comply with these Rules.
- (2) The application—
- (a) must be signed by the applicant; and
 - (b) may be accompanied by the joining fee.

Note

The joining fee is the fee (if any) determined by the Association under Rule 12(3).

10 Consideration of Application

- (1) As soon as practicable after an application for Membership is received, the Committee must decide by resolution whether to accept or reject the application.
- (2) The Committee must notify the applicant in writing of its decision as soon as practicable after the decision is made.
- (3) If the Committee rejects the application, it must return any money accompanying the application to the applicant.
- (4) No reason need be given for the rejection of an application.

11 New Membership

- (1) If an application for Membership is approved by the Committee:
 - (a) the resolution to accept the Membership must be recorded in the Minutes of the Committee Meeting; and
 - (b) the Secretary must, as soon as practicable, enter the name and address of the new Member, and the date of becoming a Member, in the Register of Members.
- (2) A person becomes a Member of the Association and, subject to Rule 13(2), is entitled to exercise his or her rights of Membership from the date, whichever is the later, on which:
 - (a) the Committee approves the person's Membership; or
 - (b) the person pays the joining fee.

12 Annual Subscription

- (1) At each Annual General Meeting, the Association must determine:
 - (a) the amount of the annual subscription payable by each category of Membership for the following financial year; and
 - (b) the date for payment of the annual subscription.
- (2) The Association has determined that any new Member who joins after the start of a financial year must, for that financial year, pay a fee equal to:
 - (a) the full annual subscription; unless
 - (b) they join within the last three months of the Association's financial year, when their fee will count for the following years' Membership.
- (3) The rights of a Member (including the right to vote) who has not paid the annual subscription by 30 days after the end of the Association's financial year are suspended until the subscription is paid.

13 General Rights of Members

- (1) A Member of the Association who is entitled to vote has the right:
 - (a) to receive notice of General Meetings and of proposed special resolutions in the manner and time prescribed by these Rules;
 - (b) to submit items of business for consideration at a General Meeting;
 - (c) to attend and be heard at General Meetings;
 - (d) to vote at a General Meeting;
 - (e) to have access to the minutes of General Meetings and other documents of the Association as provided under Rule 75;

- (f) to inspect the Register of Members;
 - (g) upon application and payment of prescribed fee, to the Secretary to receive a copy of the Rules and By-Laws of the Association;
 - (h) to submit as a candidate for any Office of the Association and/or Committee subject to the conditions of Rule 51;
 - (i) to receive any publications issued by the Association, upon payment of the prescribed fee (if any);
 - (j) to compete for prizes (including trophies), available for Members of the Association when exhibiting or competing at any exhibition conducted by the Association; and
 - (k) to have custody of Perpetual Trophies.
- (2) A Member is entitled to vote if:
- (a) the Member is a Member other than a Junior or Honorary Member; and
 - (b) more than 90 days have passed since he or she became a Member of the Association; and
 - (c) the Member's Membership rights are not suspended for any reason.
- (3) A Junior Member shall be entitled to take part in the proceeding of a General Meeting but shall not be eligible to vote and shall not be eligible to hold Office as an Office Bearer or an Ordinary Member of the Committee, but shall be entitled to exercise all other privileges of Membership.
- (4) In all matters not covered by these Rules, the Rules of common debate shall apply provided always that the best interests of the general Members of the Association be served and general Members have the right to vote in favour or against any Committee decision at a Special General Meeting.

14 Obligations of Membership

- (1) A Member, upon election to any category of Membership, shall strictly observe and conform with the Act and the Rules and By-Laws of the Association and the Constitution and Rules and Regulations of DogsVic.

15 Rights Not Transferable

The rights of a Member are not transferable and end when Membership ceases.

16 Ceasing Membership

- (1) The Membership of a person ceases on resignation, expulsion or death.
- (2) If a person ceases to be a Member of the Association, the Secretary must, as soon as practicable, enter the date the person ceased to be a Member in the Register of Members.

17 Resigning as a Member

- (1) A Member may resign by notice in writing given to the Association.

Note

Rule 74.3 sets out how notice may be given to the Association. It includes by post or by handing the notice to a Member of the Committee.

- (2) A Member is taken to have resigned if the Member's annual subscription is more than 6 months in arrears; or

- (3) Should any person cease to be a Member of the Association for any reason whatsoever the person shall not be entitled to the return of the Membership fee or any part thereof.

18 Register of Members

- (1) The Secretary must keep and maintain a Register of Members that includes—
 - (a) for each current Member:
 - (i) the Member's name;
 - (ii) the address for notice last given by the Member;
 - (iii) the date of becoming a Member;
 - (iv) any other information determined by the Committee; and
 - (b) for each former Member, the date of ceasing to be a Member.
- (2) Any Member may inspect the register at General Meetings and at other reasonable times.

Note

Under Section 59 of the Act, access to the personal information of a person recorded in the Register of Members may be restricted in certain circumstances. Section 58 of the Act provides that it is an offence to make improper use of information about a person obtained from the Register of Members.

Division 2—Disciplinary Action

19 Grounds for Taking Disciplinary Action

The Association may take disciplinary action against a Member in accordance with this Division if it is determined that the Member:

- (a) has failed to comply with these Rules;
- (b) refuses to support the purposes of the Association;
- (c) has engaged in conduct prejudicial or unbecoming to the interests of the Association; or
- (d) has been disqualified or suspended by DogsVic, for any period for which suspension or disqualification applies.

20 Disciplinary Sub-Committee

- (1) If the Committee is satisfied that there are sufficient grounds for taking disciplinary action against a Member, the Committee must appoint a Disciplinary Sub-Committee to hear the matter and determine what action, if any, to take against the Member.
- (2) The Members of the Disciplinary Sub-Committee:
 - (a) may be Committee Members, Members of the Association or anyone else; but
 - (b) must not be biased against, or in favour of, the Member concerned.

21 Notice to Member

- (1) Before disciplinary action is taken against a Member, the Secretary must give written notice to the Member:
 - (a) stating that the Association proposes to take disciplinary action against the Member; and
 - (b) stating the grounds for the proposed disciplinary action; and

- (c) specifying the date, place and time of the meeting at which the Disciplinary Sub-Committee intends to consider the disciplinary action (the Disciplinary Meeting); and
 - (d) advising the Member that he or she may do one or both of the following—
 - (i) attend the Disciplinary Meeting and address the Disciplinary Sub-Committee at that meeting;
 - (ii) give a written statement to the Disciplinary Sub-Committee at any time before the Disciplinary Meeting; and
 - (e) setting out the Member's appeal rights under Rule 23.
- (2) The notice must be given no earlier than 28 days, and no later than 14 days, before the Disciplinary Meeting is held.

22 Decision of Sub-Committee

- (1) At the Disciplinary Meeting, the Disciplinary Sub-Committee must:
- (a) give the Member an opportunity to be heard; and
 - (b) consider any written statement submitted by the Member.
- (2) After complying with Rule 22.1, the Disciplinary Sub-Committee may:
- (a) take no further action against the Member; or
 - (b) subject to Rule 22.3:
 - (i) reprimand the Member; or
 - (ii) suspend the Membership rights of the Member for a specified period; or
 - (iii) expel the Member from the Association.
- (3) The Disciplinary Sub-Committee may not fine the Member.
- (4) The suspension of Membership rights or the expulsion of a Member by the Disciplinary Sub-Committee under this Rule takes effect immediately after the vote is passed.

23 Appeal Rights

- (1) A person whose Membership rights have been suspended or who has been expelled from the Association under Rule 22 may give notice to the effect that he or she wishes to appeal against the suspension or expulsion.
- (2) The notice must be in writing and given:
- (a) to the Disciplinary Sub-Committee immediately after the vote to suspend or expel the person is taken; or
 - (b) to the Secretary not later than 48 hours after the vote.
- (3) If a person has given notice under Rule 23.2, a Disciplinary Appeal Meeting must be convened by the Committee as soon as practicable, but in any event not later than 21 days, after the notice is received.
- (4) Notice of the Disciplinary Appeal Meeting must be given to each Member of the Association who is entitled to vote as soon as practicable and must—
- (a) specify the date, time and place of the meeting; and
 - (b) state:

- (i) the name of the person against whom the disciplinary action has been taken; and
- (ii) the grounds for taking that action; and
- (iii) that at the Disciplinary Appeal Meeting the Members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.

24 Conduct of Disciplinary Appeal Meeting

- (1) At a Disciplinary Appeal Meeting:
 - (a) no business other than the question of the appeal may be conducted; and
 - (b) the Committee must state the grounds for suspending or expelling the Member and the reasons for taking that action; and
 - (c) the person whose Membership has been suspended or who has been expelled must be given an opportunity to be heard.
- (2) After complying with Rule 24.1, the Members present and entitled to vote at the meeting, must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.
- (3) A Member may not vote by proxy at the meeting.
- (4) The decision is upheld if not less than three quarters of the Members voting at the meeting vote in favour of the decision.

Division 3—Grievance Procedure

25 Application

- (1) The grievance procedure set out in this Division applies to disputes under these Rules between:
 - (a) a Member and another Member;
 - (b) a Member and the Committee; or
 - (c) a Member and the Association.
- (2) A Member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has been completed.

26 Parties Must Attempt to Resolve the Dispute

The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.

27 Appointment of Mediator

- (1) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by Rule 26, the parties must within 10 days:
 - (a) notify the Committee of the dispute; and
 - (b) agree to or request the appointment of a Mediator; and
 - (c) attempt in good faith to settle the dispute by mediation.
- (2) The Mediator must be:
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement:

- (i) if the dispute is between a Member and another Member—a person appointed by the Committee; or
 - (ii) if the dispute is between a Member and the Committee or the Association—a person appointed or employed by the Dispute Settlement Centre of Victoria.
- (3) A Mediator appointed by the Committee may be a Member or former Member of the Association but in any case must not be a person who:
- (a) has a personal interest in the dispute; or
 - (b) is biased in favour of or against any party.

28 Mediation Process

- (1) The Mediator to the dispute, in conducting the mediation, must:
- (a) give each party every opportunity to be heard; and
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties throughout the mediation process.
- (2) The Mediator must not determine the dispute.

29 Failure to Resolve Dispute by Mediation

If the mediation process does not resolve the dispute, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

PART 4—GENERAL MEETINGS OF THE ASSOCIATION

30 Annual General Meetings

- (1) The Committee must convene an Annual General Meeting of the Association to be held within 5 months after the end of each financial year.
- (2) The Committee may determine the date, time and place of the Annual General Meeting.
- (3) The ordinary business of the Annual General Meeting is as follows:
- (a) to confirm the Minutes of the previous Annual General Meeting and of any Special General Meeting held since then;
 - (b) to receive and consider:
 - (i) the Annual Report of the Committee on the activities of the Association during the preceding financial year; and
 - (ii) the financial statements of the Association for the preceding financial year submitted by the Committee in accordance with Part 7 of the Act;
 - (c) to elect the Members of the Committee;
 - (d) to confirm or vary the amounts (if any) of the annual subscription and joining fee; and
 - (f) to appoint an auditor in accordance with Rule 68.
- (5) The Annual General Meeting may also conduct any other business of which notice has been given in accordance with these Rules.

31 Special General Meetings

- (1) Any General Meeting of the Association, other than an Annual General Meeting or a Disciplinary Appeal Meeting, is a Special General Meeting.
- (2) The Committee may convene a Special General Meeting whenever it thinks fit.
- (3) No business other than that set out in the notice under Rule 33 may be conducted at the meeting.

Note

General business may be considered at the meeting if it is included as an item for consideration in the notice under Rule 33 and the majority of Members at the meeting agree.

32 Special General Meeting Held at Request of Members

- (1) The Committee must convene a Special General Meeting if a request to do so is made in accordance with Rule 32.2 by at least 5% of the total number of Members.
- (2) A request for a Special General Meeting must:
 - (a) be in writing; and
 - (b) state the business to be considered at the meeting and any resolutions to be proposed; and
 - (c) include the names and signatures of the Members requesting the meeting; and
 - (d) be given to the Secretary.
- (3) If the Committee does not convene a Special General Meeting within one month after the date on which the request is made, the Members making the request (or any of them) may convene the Special General Meeting.
- (4) A Special General Meeting convened by Members under Rule 32.3:
 - (a) must be held within 3 months after the date on which the original request was made; and
 - (b) may only consider the business stated in that request.
- (5) The Association must reimburse all reasonable expenses incurred by the Members convening a Special General Meeting under Rule 32.3.

33 Notice of General Meetings

- (1) The Secretary (or, in the case of a Special General Meeting convened under Rule 32.3, the Members convening the meeting) must give to each Member of the Association:
 - (a) at least 21 days' notice of a General Meeting if a special resolution is to be proposed at the meeting; or
 - (b) at least 14 days' notice of a General Meeting in any other case.
- (2) The notice must:
 - (a) specify the date, time and place of the meeting; and
 - (b) indicate the general nature of each item of business to be considered at the meeting; and
 - (c) if a special resolution is to be proposed:
 - (i) state in full the proposed resolution; and
 - (ii) state the intention to propose the resolution as a special resolution.

- (3) This Rule does not apply to a Disciplinary Appeal Meeting.

Note

Rule 23(4) sets out the requirements for notice of a Disciplinary Appeal Meeting.

- (4) A notice and form of Nomination of Committee of Management sent to one of a Dual Membership shall be deemed for all purposes to have been given to each of such Members.
- (5) A notice sent by post to a Member shall be deemed to have been received at the time at which the notice would have been delivered in the ordinary course of post.
- (6) The accidental omission to give notice to a Member, or if a Member shall fail to receive a notice sent in accordance with Rule 33, shall not invalidate an Annual General Meeting.

34 Proxies and Postal Votes

- (1) Representation by proxy including voting by proxy is expressly precluded.
- (2) Notwithstanding Rule 34.1 any Member who is entitled to vote at the Annual General Meeting, but unable to attend shall be entitled to apply to the Secretary for a postal vote:
 - (a) application for a postal vote must be in writing and lodged with the Secretary fourteen days prior to the Annual General Meeting;
 - (b) within seven days the Secretary in the presence of the President and one other Committee Member appointed by the Committee will forward an initialled ballot paper to each applicant and record their names; and
 - (c) completed ballot papers are to be returned to the Returning Officer or the Secretary in envelopes endorsed "Ballot Papers". These envelopes shall be handed (unopened), to the Returning Officer officiating at the poll.
- (3) Members to whom ballot papers are posted will under no circumstances be given a second ballot paper.

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36 Quorum at General Meetings

- (1) No business may be conducted at a General Meeting unless a quorum of Members is present.
- (2) The quorum for a General Meeting is the presence (physically, by proxy or as allowed under Rule 35) of 10% of the Members entitled to vote.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a General Meeting:
 - (a) in the case of a meeting convened by, or at the request of, Members under Rule 32—the meeting must be dissolved;

Note

If a meeting convened by, or at the request of, Members is dissolved under this Rule 36.3, the business that was to have been considered at the meeting is taken to have been dealt with. If Members wish to have the business reconsidered at another Special Meeting, the Members must make a new request under Rule 32.

- (b) in any other case:
 - (i) the meeting must be adjourned to a date not more than the same day in the next week; and

- (ii) notice of the date, time and place to which the meeting is adjourned must be given at the meeting and confirmed by written notice given to all Members as soon as practicable after the meeting.
- (4) If a quorum is not present within 30 minutes after the time to which a General Meeting has been adjourned under Rule 36.3.(b), the Members present at the meeting (if not fewer than 3) may proceed with the business of the meeting as if a quorum were present.

37 Adjournment of General Meeting

- (1) The Chairperson of a General Meeting at which a quorum is present may, with the consent of a majority of Members present at the meeting, adjourn the meeting to another time at the same place or at another place.
- (2) Without limiting Rule 37.1, a meeting may be adjourned:
- (a) if there is insufficient time to deal with the business at hand; or
 - (b) to give the Members more time to consider an item of business.

Example

The Members may wish to have more time to examine the financial statements submitted by the Committee at an Annual General Meeting.

- (3) No business may be conducted on the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- (4) Notice of the adjournment of a meeting under this Rule is not required unless the meeting is adjourned for more than one month, in which case notice of the meeting must be given in accordance with Rule 33.

38 Voting at General Meeting

- (1) On any question arising at a General Meeting:
- (a) subject to Rule 38.3, each Member who is entitled to vote has one vote; and
 - (b) Members may only vote in person or by proxy, except as provided for in Rule 34;
 - (c) except in the case of a special resolution, the question must be decided on a majority of votes; and
 - (d) a Dual Membership shall be entitled to one vote for each Member of the Dual Membership.
- (2) If votes are divided equally on a question, the Chairperson of the meeting has a second or casting vote.
- (3) If the question is whether or not to confirm the Minutes of a previous meeting, only Members who were present at that meeting may vote.
- (4) This Rule does not apply to a vote at a Disciplinary Appeal Meeting conducted under Rule 24.

39 Special Resolutions

- (1) A special resolution is passed if not less than three quarters of the Members voting at a General Meeting vote in favour of the resolution.
- (2) In addition to certain matters specified in the Act, a special resolution is required:
- (a) to remove a Committee Member from Office;

- (b) to alter these Rules, including changing the name or any of the purposes of the Association.

40 Determining Whether Resolution Carried

- (1) Subject to Sub-Section (2), the Chairperson of a General Meeting may, on the basis of a show of hands, declare that a resolution has been:
 - (a) carried; or
 - (b) carried unanimously; or
 - (c) carried by a particular majority; or
 - (d) lost.and an entry to that effect in the Minutes of the meeting is conclusive proof of that fact.
- (2) If a poll (where votes are cast in writing) is demanded by three or more Members on any question:
 - (a) the poll must be taken at the meeting in the manner determined by the Chairperson of the meeting; and
 - (b) the Chairperson must declare the result of the resolution on the basis of the poll.
- (3) A poll demanded on the election of the Chairperson or on a question of an adjournment must be taken immediately.
- (4) A poll demanded on any other question must be taken before the close of the meeting at a time determined by the Chairperson.

41 Minutes of General Meeting

- (1) The Committee must ensure that Minutes are taken and kept of each General Meeting.
- (2) The Minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- (3) In addition, the Minutes of each Annual General Meeting must include:
 - (a) the names of the Members attending the meeting; and
 - (b) proxy forms given to the Chairperson of the meeting under Rule 34.2; and
 - (c) the financial statements submitted to the Members in accordance with Rule 30.3.(b)(ii); and
 - (d) the certificate signed by two Committee Members certifying that the financial statements give a true and fair view of the financial position and performance of the Association; and
 - (e) any audited accounts and Auditor's Report or report of a review accompanying the financial statements that are required under the Act.

PART 5—COMMITTEE

Division 1—Powers of Committee

42 Role and Powers

- (1) The business of the Association must be managed by or under the direction of a Committee.

- (2) The Committee may exercise all the powers of the Association except those powers that these Rules or the Act require to be exercised by General Meetings of the Members of the Association.
- (3) The Committee may establish Sub-Committees consisting of Members with terms of reference it considers appropriate.

43 Delegation

- (1) The Committee may delegate to a Member of the Committee, a Sub-Committee or staff, any of its powers and functions other than:
 - (a) this power of delegation; or
 - (b) a duty imposed on the Committee by the Act or any other law.
- (2) The delegation must be in writing and may be subject to the conditions and limitations the Committee considers appropriate.
- (3) The Committee may, in writing, revoke a delegation wholly or in part.

Division 2—Composition of Committee and Duties of Members

44 Composition of Committee

The Committee consists of:

- (a) a President; and
- (b) a Vice-President; and
- (c) an Immediate Past President
- (d) a Secretary; and
- (e) a Treasurer; and
- (f) Ordinary Members (if any) elected under Rule 53.

each of whom shall be Members of DogsVic.

45 General Duties

- (1) As soon as practicable after being elected or appointed to the Committee, each Committee Member must become familiar with these Rules and the Act.
- (2) The Committee is collectively responsible for ensuring that the Association complies with the Act and that individual Members of the Committee comply with these Rules.
- (3) Committee Members must exercise their powers and discharge their duties with reasonable care and diligence.
- (4) Committee Members must exercise their powers and discharge their duties—
 - (a) in good faith in the best interests of the Association; and
 - (b) for a proper purpose.
- (5) Committee Members and former Committee Members must not make improper use of:
 - (a) their position; or
 - (b) information acquired by virtue of holding their position
so as to gain an advantage for themselves or any other person or to cause detriment to the Association.

Note

See also Division 3 of Part 6 of the Act which sets out the general duties of the Office holders of an Incorporated Association.

- (6) In addition to any duties imposed by these Rules, a Committee Member must perform any other duties imposed from time to time by resolution at a General Meeting.

46 President and Vice-President

- (1) Subject to Rule 46.2, the President or, in the President's absence, the Vice-President is the Chairperson for any General Meetings and for any Committee Meetings.
- (2) If the President and the Vice-President are both absent, or are unable to preside, the Chairperson of the meeting must be:
 - (a) in the case of a General Meeting—a Member elected by the other Members present; or
 - (b) in the case of a Committee Meeting—a Committee Member elected by the other Committee Members present.

47 Secretary

- (1) The Secretary must perform any duty or function required under the Act to be performed by the Secretary of an Incorporated Association.

Example

Under the Act, the Secretary of an Incorporated Association is responsible for lodging documents of the Association with the Registrar.

- (2) The Secretary must:
 - (a) maintain the Register of Members in accordance with Rule 18;
 - (b) keep custody of the common seal (if any) of the Association and, except for the financial records referred to in Rule 70(3), all books, documents and securities of the Association in accordance with Rules 72 and 75;
 - (c) subject to the Act and these Rules, provide Members with access to the Register of Members, the Minutes of General Meetings and other books and documents;
 - (d) perform any other duty or function imposed on the Secretary by these Rules;
 - (e) a complete record of awards made at all exhibitions and shows conducted by the Association; and
 - (f) shall forward to DogsVic within one month of the Annual General Meeting an Audited Statement of Receipts and Expenditure and Balance Sheet of the Association.
- (3) The Secretary must give to the Registrar notice of his or her appointment within 14 days after the appointment.

48 Treasurer

- (1) The Treasurer must:
 - (a) receive all monies paid to or received by the Association and issue receipts for those monies in the name of the Association;
 - (b) ensure that all monies received are paid into the account of the Association within 14 working days after receipt;
 - (c) make any payments authorised by the Committee or by a General Meeting of the Association from the Association's funds; and

- (d) ensure cheques are signed by at least two (2) Committee Members.
- (2) The Treasurer must:
 - (a) ensure that the financial records of the Association are kept in accordance with the auditors, DogsVic and the Act; and
 - (b) coordinate the preparation of the financial statements of the Association and their certification by the Committee prior to their submission to the Annual General Meeting of the Association.
- (3) The Treasurer must ensure that at least one other Committee Member has access to the accounts and financial records of the Association.

Division 3—Election of Committee Members and Tenure of Office

49 Who is Eligible to be a Committee Member

A Member is eligible to be elected or appointed as a Committee Member if the Member:

- (a) is 18 years or over; and
- (b) is entitled to vote at a General Meeting.

50 Positions to be Declared Vacant

- (1) This Rule applies to Annual General Meetings of the Association, after the Annual Report and financial statements of the Association have been received.
- (2) The Chairperson of the Annual General Meeting must declare all positions on the Committee vacant and hold elections for those positions in accordance with Rules 51 to 54.

51 Nominations

- (1) Nominations of candidates for election to the Committee:
 - (a) shall be made in writing, in such form as the Committee shall prescribe, nomination signed by one Member of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - (b) shall be delivered to the Secretary of the Association not less than 21 days before the date fixed for the holding of the Annual General Meeting.
- (2) A Member may be nominated for but not hold more than one position on the Committee.

52 Election of President and Office Bearers

- (1) At the Annual General Meeting, separate elections must be held for each of the following positions:
 - (a) President;
 - (b) Vice-President;
 - (c) Secretary; and
 - (d) Treasurer.
- (2) If only one Member is nominated for the position, the Chairperson of the meeting must declare the Member elected to the position.
- (3) If more than one Member is nominated, a ballot must be held in accordance with Rule 54.

- (4) The exception of the Immediate Past President who shall remain in Office until the person who succeeded him/her as President no longer holds that Office.
- (5) On his or her election, the new President may take over as Chairperson of the meeting.

53 Election of Ordinary Members

- (1) The Annual General Meeting must by resolution decide the number of Ordinary Members of the Committee (if any) it wishes to hold Office for the next year.
- (2) A single election may be held to fill all of those positions.
- (3) If the number of Members nominated for the position of Ordinary Committee Members is less than or equal to the number to be elected, the Chairperson of the meeting must declare each of those Members to be elected to the position.
- (4) If the number of Members nominated exceeds the number to be elected, a ballot must be held in accordance with Rule 54.
- (5) 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 Sub-Committee or of 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 validly appointed and was qualified to be a Member of the Committee or of such Sub-Committee.

54 Ballot

- (1) If a ballot is required for the election for a position, the Chairperson of the meeting must appoint a Member to act as Returning Officer to conduct the ballot.
- (2) The Returning Officer must not be a Member nominated for the position.
- (3) Before the ballot is taken, each candidate may make a short speech in support of his or her election.
- (4) The election must be by secret ballot.
- (5) The Returning Officer must give a blank piece of paper to each Member present in person.
- (6) If the ballot is for a single position, the voter must write on the ballot paper the name of the candidate for whom they wish to vote.
- (7) If the ballot is for more than one position:
 - (a) the voter must write on the ballot paper the name of each candidate for whom they wish to vote; and
 - (b) the voter must not write the names of more candidates than the number to be elected.
- (8) Ballot papers that do not comply with Rule 54.7(b) are not to be counted.
- (9) Each ballot paper on which the name of a candidate has been written counts as one vote for that candidate.
- (10) For the purpose of the ballot a Returning Officer shall be appointed at the General Meeting of Members immediately preceding the Annual General Meeting or as the second item of business of the Annual General Meeting, and not less than two Scrutineers shall be appointed by the Members at, and as, the second item of business of the Annual General Meeting.

- (11) After the appointment of the Returning Officer and the Scrutineers the Returning Officer and the Scrutineers shall count the postal votes returned in accordance with Rule 34.2 and the votes cast by Members in accordance with Rule 34.
- (12) If any question shall arise as to the validity or invalidity of a ballot 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.
- (13) The Returning Officer must declare elected the candidate or, in the case of an election for more than one position, the candidates who received the most votes.
- (14) If the Returning Officer is unable to declare the result of an election under Rule 54.10 because two or more candidates received the same number of votes, the Returning Officer must:
 - (a) conduct a further election for the position in accordance with Rules 54.4 to 54.10 to decide which of those candidates is to be elected; or
 - (b) with the agreement of those candidates, decide by the toss of a coin, drawing straws or drawing a name out of a hat which of them is to be elected.

55 Term of Office

- (1) Subject to Rule 55.3 and Rule 56, a Committee Member holds Office until the positions of the Committee are declared vacant at the next Annual General Meeting.
- (2) A Committee Member may be re-elected.
- (3) A General Meeting of the Association may:
 - (a) by special resolution remove a Committee Member from Office; and
 - (b) elect an eligible Member of the Association to fill the vacant position in accordance with this Division.
- (4) A Member who is the subject of a proposed special resolution under Rule 55.3.(a) may make representation in writing to the Secretary or President of the Association (not exceeding a reasonable length) and may request that the representation be provided to the Members of the Association.
- (5) The Secretary or the President may give a copy of the representations to each Member of the Association or, if they are not so given, the Member may require that they be read out at the meeting at which the special resolution is to be proposed.

56 Vacation or Removal from Office

- (1) A Committee Member may resign from the Committee by written notice addressed to the Committee.
- (2) A person ceases to be a Committee Member if he or she:
 - (a) ceases to be a Member of the Association; or
 - (b) fails to attend three (3) consecutive Committee Meetings (other than special or urgent Committee Meetings) without leave of absence under Rule 67; or
 - (c) otherwise ceases to be a Committee Member by operation of Section 78 of the Act; or
 - (d) if a Member of DogsVic, is disqualified or suspended by DogsVic.

Note

A Committee Member may not hold the Office of Secretary if they do not reside in Australia.

- (3) The Association in General Meeting may, by resolution, passed by three-fourth of the Members voting in person, remove any Member of the Committee before the expiration of the term of Office and appoint another Member within fourteen days to hold Office instead until the expiration of the term of the first-mentioned Member; however
- (4) Where the Member to whom a proposed resolution referred to in Rule 56.3 makes representation in writing to the Secretary or President of the Association (not exceeding a reasonable length) and requests that they be notified to the Members of the Association, the Secretary or the President may send a copy of the representations to each Member of the Association or, if they are not so sent, the Member may require that they be read out at the meeting.

57 Filling Casual Vacancies

- (1) The Committee may appoint an eligible Member of the Association to fill a position on the Committee that:
 - (a) has become vacant under Rule 56; or
 - (b) was not filled by election at the last Annual General Meeting; or
 - (c) an exception would be the position of Immediate Past President.
- (2) If the position of Secretary becomes vacant, the Committee must appoint a Member to the position within fourteen (14) days after the vacancy arises.
- (3) Rule 55 applies to any Committee Member appointed by the Committee under Rules 57.1 or 57.2.
- (4) The Committee may continue to act, despite any vacancy in its Membership.

Division 4—Meetings of Committee

58 Meetings of Committee

- (1) The Committee will meet from time to time in each year, at the dates, times and places determined by the Committee.
- (2) Special Committee Meetings may be convened by the President or by any three (3) Members of the Committee.
- (3) 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 has 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 of more Members of the Committee.

59-61 are missing intentionally

62 Use of Technology

- (1) A Committee Member who is not physically present at a Committee Meeting may participate in the meeting by the use of technology that allows that Committee Member and the Committee Members present at the meeting to clearly and simultaneously communicate with each other.
- (2) For the purposes of this Part, a Committee Member participating in a Committee Meeting as permitted under Rule 62.1 is taken to be present at the meeting and, if the Member votes at the meeting, is taken to have voted in person.

63 Quorum

- (1) No business may be conducted at a Committee Meeting unless a quorum is present.
- (2) The quorum for a Committee Meeting is the presence (in person or as allowed under Rule 62) of not less than five (5) of the Committee Members holding Office.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a Committee Meeting:
 - (a) in the case of a Special Meeting—the meeting lapses; or
 - (b) in any other case—the meeting must be adjourned to a date no later than 14 days after the adjournment and notice of the time, date and place to which the meeting is adjourned must be given in to Committee Members.

64 Voting

- (1) On any question arising at a Committee Meeting, each Committee Member present at the meeting has one vote.
- (2) A motion is carried if a majority of Committee Members present at the meeting vote in favour of the motion.
- (3) Rule 64.2 does not apply to any motion or question, which is required by these Rules to be passed by an absolute majority of the Committee.
- (4) If votes are divided equally on a question, the Chairperson of the meeting has a second or casting vote.
- (5) Voting by proxy is not permitted.

65 Conflict of Interest

- (1) A Committee Member who has a material personal interest in a matter being considered at a Committee Meeting must disclose the nature and extent of that interest to the Committee.
- (2) The Member:
 - (a) must not be present while the matter is being considered at the meeting; and
 - (b) must not vote on the matter.

Note

Under Section 81(3) of the Act, if there are insufficient Committee Members to form a quorum because a Member who has a material personal interest is disqualified from voting on a matter, a General Meeting may be called to deal with the matter.

- (3) This Rule does not apply to a material personal interest:
 - (a) that exists only because the Member belongs to a class of persons for whose benefit the Association is established; or
 - (b) that the Member has in common with all, or a substantial proportion of, the Members of the Association.

66 Minutes of Meeting

- (1) The Committee must ensure that Minutes are taken and kept of each Committee Meeting.
- (2) The Minutes must record the following:
 - (a) the names of the Members in attendance at the meeting;
 - (b) the business considered at the meeting;

- (c) any resolution on which a vote is taken and the result of the vote; and
- (d) any material personal interest disclosed under Rule 65.

67 Leave of Absence

- (1) The Committee may grant a Committee Member leave of absence from Committee Meetings for a period not exceeding three (3) months.
- (2) The Committee must not grant leave of absence retrospectively unless it is satisfied that it was not feasible for the Committee Member to seek the leave in advance.

PART 6—FINANCIAL MATTERS

68 Source of Funds

The funds of the Association may be derived from joining fees, annual subscriptions, donations, fund-raising activities, grants, interest and any other sources approved by the Committee.

69 Management of Funds

- (1) The Association must open an account with a financial institution from which all expenditure of the Association is made and into which all of the Association's revenue is deposited.
- (2) Subject to any restrictions imposed by a General Meeting of the Association, the Committee may approve expenditure on behalf of the Association.
- (3) The Committee may authorise the Treasurer to expend funds on behalf of the Association (including by electronic funds transfer) up to a specified limit without requiring approval from the Committee for each item on which the funds are expended.
- (4) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by two (2) Committee Members.
- (5) All funds of the Association must be deposited into the financial account of the Association no later than fourteen (14) working days after receipt.
- (6) All monies payable on behalf of the Association amounting to \$20.00 or upwards with the exception of prize money shall be paid by cheque drawn upon the Association's bankers which shall be signed by the Treasurer or Authorised Deputy and any one of the Office Bearers authorised to sign on behalf of the Association. Notice of every such authority or change thereof shall be given to the Associations Bankers forthwith whenever the need shall arise. When an amount less than \$20.00 is paid in cash, the Treasurer, or Authorised Deputy, shall ensure a receipt is obtained at the time of the transaction.

70 Financial Records

- (1) The Association must keep financial records that:
 - (a) correctly record and explain its transactions, financial position and performance; and
 - (b) enable financial statements to be prepared as required by the Act.
- (2) The Association must retain the financial records for seven (7) years after the transactions covered by the records are completed.
- (3) The Treasurer must keep in his or her custody, or under his or her control:
 - (a) the financial records for the current financial year; and

- (b) any other financial records as authorised by the Committee.

71 Financial Statements

- (1) For each financial year, the Committee must ensure that the requirements under the Act relating to the financial statements of the Association are met.
- (2) Without limiting Rule 71.1, those requirements include:
 - (a) the preparation of the financial statements;
 - (b) if required, the review or auditing of the financial statements;
 - (c) the certification of the financial statements by the Committee;
 - (d) the submission of the financial statements to the Annual General Meeting of the Association; and
 - (e) the lodgement with the Registrar of the financial statements and accompanying reports, certificates, statements and fee.

NN Audit and Auditor

- (1) Subject to any Regulation that may be made under Section 54(2)(b) of the Association Incorporation Act the Members at the Annual General Meeting shall appoint each year a person with accountancy knowledge to be the Auditor of the Association 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.
- (2) 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 14 days before the Annual General Meeting at which the appointment of Auditor is to be made.
- (3) A person shall not be appointed or act as Auditor of the Association if that person is an Office Bearer or an Ordinary Member of the Committee or an employee of the Association or any person with a perceived conflict of interest. Such Auditor to be a person suitably qualified to conduct the audit and their qualification to be included in the Auditors Report.

PART 7—GENERAL MATTERS

72 Common Seal

- (1) The Association may have a common seal.
- (2) If the Association has a common seal:
 - (a) the name of the Association must appear in legible characters on the common seal;
 - (b) a document may only be sealed with the common seal by the authority of the Committee and the sealing must be witnessed by the signatures of two Committee Members; and
 - (c) the common seal must be kept in the custody of the Secretary.

73 Registered Address

The registered address of the Association is:

- (a) the address determined from time to time by resolution of the Committee;
or
- (b) if the Committee has not determined an address, to be the registered address—the postal address of the Secretary.

74 Notice Requirements

- (1) Any notice required to be given to a Member or a Committee Member under these Rules may be given:
 - (a) by handing the notice to the Member personally; or
 - (b) by sending it by post to the Member at the address recorded for the Member on the Register of Members; or
 - (c) by email or facsimile transmission.
- (2) Where a document is properly addressed pre-paid and posted to a person as a letter, the document, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter will have been delivered in the ordinary course of post.
- (3) Rule 74.1 does not apply to notice given under Rule 60.
- (4) Any notice required to be given to the Association or the Committee may be given:
 - (a) by handing the notice to a Member of the Committee; or
 - (b) by sending the notice by post to the registered address; or
 - (c) by leaving the notice at the registered address; or
 - (d) if the Committee determines that it is appropriate in the circumstances:
 - (i) by email to the email address of the Association or the Secretary;
or
 - (ii) by facsimile transmission to the facsimile number of the Association.

75 Custody and Inspection of Books and Records

- (1) Members may on request inspect free of charge:
 - (a) the Register of Members;
 - (b) the Minutes of General Meetings; or
 - (c) subject to Rule 75.2, the financial records, books, securities and any other relevant document of the Association, including Minutes of Committee Meetings.

Note

See note following Rule 18 for details of access to the Register of Members.

- (2) The Committee may refuse to permit a Member to inspect records of the Association that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Association.
- (3) The Committee must on request make copies of these Rules available to Members and applicants for Membership free of charge.
- (4) Subject to Rule 75.2, a Member may make a copy of any of the other records of the Association referred to in this Rule and the Association may charge a reasonable fee for provision of a copy of such a record.
- (5) For purposes of this Rule:

“relevant documents” means the records and other documents, however compiled, recorded or stored, that relate to the Incorporation and management of the Association and includes the following:

- (a) its Membership records;
- (b) its financial statements;
- (c) its financial records; and
- (d) records and documents relating to transactions, dealings, business or property of the Association.

76 Winding Up and Cancellation

- (1) The Association may be wound up voluntarily by special resolution.
- (2) In the event of the winding up or the cancellation of the Incorporation of the Association, the surplus assets of the Association must not be distributed to any Members or former Members of the Association.
- (3) Subject to the Act and any court order made under Section 133 of the Act, the surplus assets must be given to a body that has similar purposes to the Association and which is not carried on for the profit or gain of its individual Members.
- (4) The body to which the surplus assets are to be given must be decided by special resolution.

77 Alteration of Rules

These Rules may only be altered by special resolution of a General Meeting of the Association and any such alterations are to be advised to the Manager of DogsVic without delay.

NN Property

- (1) The property assets and income of the Association, wherever derived, shall be:
 - (a) applied towards the promotion of the Statement of Purpose of the Association; and
 - (b) no portion of the property assets and income shall be paid or transferred either directly or indirectly to any Member or Members of the Association. With the exception of providing payment or reimbursement to any party or any Member in return for services rendered or for authorised expenses incurred by the Association. Nor prevent the payment of interest on money borrowed from any Member of the Association.
- (2) Should the Association for any reason whatsoever cease to function, the Member's may, at a meeting specifically convened for the purpose of the winding up of the affairs of the Association, direct by resolution, passed by a majority of 75% of financial Member's, that the funds be donated to an approved charity or applied for use by an approved canine activity.

NN By-Laws

- (1) Subject always to the Associations Incorporation Act, DogsVic Rules and Regulations and these Rules, Members in General Meeting by resolution passed by a majority of not less than three fourths of the Members present and voting in person may make By-Laws and may from time to time amend such By-Laws by variation, deletion or addition as they shall see fit in respect of:
 - (a) nomination of Members;
 - (b) amount of joining fee, if any, and the annual Membership subscription;
 - (c) the conducting of ballots;
 - (d) the holding and conducting of Shows and Exhibitions by the Association;

- (e) the granting of awards and prizes at such Shows and Exhibitions;
- (f) the manor and procedure of dealing with protests and objections made at Shows or Exhibitions subject to DogsVic Rules;
- (g) meetings of Members and Committees;
- (h) the publication of a newsletter or journal; and
- (i) any matter the Members consider necessary.

NN Affiliation with the DogsVic

- (1) The Association shall affiliate with DogsVic as provided for in the Rules and Regulations of DogsVic.
- (2) Members agree to be bound by the Constitution, Rules and Regulations of DogsVic and DogsVic Code of Ethics and Codes of Practice. Members also agree to abide by, observe and comply with any decisions or directive of the Management Committee of DogsVic.

By-Laws

By-Law No 1: Patron

The Members at the Annual General Meeting may elect not more than three persons to be Patrons of the Club. A Patron shall be entitled to attend a General Meeting of the Association by invitation of the President to address the Members thereat.