

CONSTITUTION AND RULES

**As adopted at the Inaugural Meeting held at Sky Blue Connexion, Coventry
on Sunday 8th July 2001 and amended at subsequent Annual General Meetings
Last updated 20th March 2022**

1. NAME OF THE CLUB

The name of the Club shall be The Coton de Tulear Club of the United Kingdom

2. OBJECTIVES

The objects for which the Club is established are:

- a. To promote the interest of the breed
- b. To promote in every way responsible ownership at all levels.
- c. To act as a focal point for both knowledge and education.
- d. To publish information for club members and those interested in the breed via the Club's website and newsletters.
- e. To hold breed shows along with social and educational events.
- f. To frame and enforce rules and regulation in furtherance of the Objects
- g. To take such action from time to time as the Committee may consider desirable for the benefit of the Members of the Club.
- h. To do any such other things as shall be thought fit to further the interests of the Club or to the attainment of all or any of the Clubs Objects.

3. POWERS

- a. The Committee shall have the power to do all such lawful things as are consistent with the furtherance of the Clubs Objects
- b. The income and property of the Club shall be applied solely towards the promotions of the Club's Objects and no portion of any income received shall be paid or transferred by way of profit to the Members of the Club.
- c. The committee shall have the power to invite any person or persons who is not a Member of the Club to attend any meeting to assist the Committee, but such person or persons shall not be entitled to vote.

- d. The committee shall have the power to co-opt any member onto the committee in addition to its number, but co-opted committee members shall have no voting rights.
- e. The committee shall have the power to fill any vacancy which may occur in the committee during the year, but any such new committee member must stand for election at the Annual General Meeting immediately following.

4. PRESIDENT

The Club may appoint a President who shall be elected by members at an Annual General Meeting on the recommendation of the Committee and who shall remain in office for a period of 3 years.

5. MEMBERSHIP

The Club shall consist of ordinary members of whom there shall be an unlimited number, together with honorary life members and overseas members. Membership is open to both men and women (hereinafter the masculine gender shall include the feminine). Separate subscription rates shall be available for single, joint (bona fide partners in dogs, Married Partners or civil partnership), and juniors.

5.1 Ordinary Membership

The election of ordinary members will rest with the Committee and shall be by ballot requiring a two thirds majority of those present at the meeting and voting. New members must be proposed and seconded by voting members of the Club.

5.2 Honorary Life Members

A person may be elected an honorary life member of the Club at an Annual General Meeting on the recommendation of the Committee. Notice of a proposal to elect an honorary life member must appear on the agenda of an Annual General Meeting. Honorary life members shall have all the rights and privileges of membership but shall not be liable to pay subscriptions.

5.3 Overseas Members

A person permanently resident overseas, whether a foreign or British national, may be elected as an overseas member. At no time shall there be more than 100 overseas members.

5.4 Membership Year

Membership of the Club runs annually from 1st January to 31st December.

5.5 Annual Subscriptions

- a. Renewal notification will be issued to all members on 1st November each year, with a reminder in December.
- b. The annual subscription for ordinary members shall be such sum as the members shall determine from time to time at an Annual General Meeting. All subscriptions shall become payable in advance on 1st January in each year.
- c. If a member's subscription remains unpaid by the 31st January after it has become due, the Committee shall have the power to strike that member's name from the list of membership and they will cease to be a member.

6. CONDITIONS OF MEMBERSHIP

- a. All members shall be subject to the Constitution and Rules of the Club and the Club's Code of Ethics.
- b. No newly elected member shall be entitled to voting rights until they have been a member of the club for six calendar months from date of acceptance as a member by the committee. However, they will be entitled to have breeder and puppy advertisements after a 3-month membership period.

7. TERMINATION OF MEMBERSHIP

- a. The Committee can request a member to resign his membership if, at any time, it shall be the opinion of the Committee following a meeting that the interest of the Club so requires. Such a request will be sent in writing to the member concerned by recorded delivery however no such notice will be issued unless there is a 2/3rds majority vote of the committee present and voting.

- b. If, on expiry of the time specified on such a notice, the member has not resigned his membership, by submitting in writing of his resignation then a meeting of the Committee will be convened to discuss future steps.
- c. Any person shall, upon ceasing to be a Member, forfeit all rights in relation to and claims upon the Club, its property and its funds and have no right to the return of any part of his subscription.
- d. A Member may resign his membership to the Club anytime during the membership year by giving 7 days noticed in writing to the secretary.
- e. Any member who shall be disqualified under Kennel Club Rule A11.j.(5) and/or Club Rule A11.j.(9) shall ipso facto cease to be a member of the Club.

8. DISCIPLINARY POWERS OF THE COMMITTEE

- a. The Committee has the power to enquire into and deal with any complaint made against any member.
- b. If the conduct of any member shall, in the opinion of the committee of the Club be injurious or likely to be injurious to the character or interest of the Club or Breed the Committee may, at a meeting the notice convening which includes as an object the consideration of the conduct of the Member, determine that a Special General Meeting of the Club shall be called for the purpose of passing a resolution to expel him/her. Notice of the Special General Meeting shall be sent to the accused member, giving particulars of the complaint and advising the place, date and hour of the meeting that he may attend and offer an explanation. If at the Meeting, a resolution to expel is passed by a two-third majority of the members present and voting, his name shall forthwith be erased from the list of members, and he shall thereupon cease for all purposes to be a member of the Club, except that he may, within 2 calendar months from the date of such meeting, appeal to the Kennel Club upon and subject to such conditions as the Kennel Club may impose.
- c. If the Club expels any member of discreditable conduct in connection with dogs, dog show trials or competitions, the Club must report the matter to the Kennel Club within 7 days, and supply any particulars required.

9. MANAGEMENT

The management and control of all affairs of the Club shall be vested in the committee.

10. MEETINGS

10.1 Annual General Meetings

There shall be an Annual General Meeting of the Club which must be held no later than 31st May in each year, Annual General Meetings can be conducted using electronic means, hybrid or held at a venue in a central location (defined as an area approximately bounded by Stoke-on-Trent, Nottingham, Luton and Gloucester). Its purpose shall be:

- a. To receive a report from the Committee in respect of the Club's activities since the previous Annual General Meeting
- b. To receive and consider the Club accounts for the preceding financial year and to receive the auditor's report
- c. To appoint an Auditor for the current year
- d. To elect the Office Bearers and members of the Committee and the President if appropriate.
- e. To discuss any resolution placed on the agenda.
- f. Items introduced under "Any Other Business" shall be at the discretion of the Chairman, who shall also have the power to refer any item to the Committee.
- g. Members shall receive at least 42 days notice in writing of the Annual General Meeting and the Annual General Meeting will be announced by public notice in the canine press (Our Dogs and Dog World) giving not less than 6 weeks' notice.
- h. No member, save with the consent of the Chairman of the meeting, may bring any matter before the meeting unless he has given notice of the motion in writing to the Secretary in respect of such matter not less than 25 days prior to the meeting. The agenda of business shall be despatched to members at least 14 days prior to the meeting.

- i. Should there be any items which were unable to be covered or approved at an Annual General Meeting, then the committee can reconvene that meeting at a future date to discuss those unresolved items only.

10.2 Special General Meeting

A Special General Meeting may be called by the Committee upon written request to the Hon. Secretary from at least fifteen fully paid up, voting members of the Club.

Upon receipt of a written request, the Hon. Secretary must issue a notice calling a Special General Meeting within 21 days and the Special General Meeting must be not more than 28 days after the notice calling the Special General Meeting.

In the event the Committee fails to call a Special General Meeting within 21 days of receipt by the Hon. Secretary of a requisition for such a meeting, the requisitioners may call a Special General Meeting to be held no later than 3 months after the deposit of the requisition with the Hon. Secretary.

The Committee of the society is also empowered to call a Special General Meeting.

10.4 Resolution at General Meetings

The subject matter of any resolution passed by a majority of members at a General Meeting shall not be reconsidered until a twelve-month period has elapsed.

10.5 Quorum at General Meetings

The quorum for any General Meeting of the Club shall be 10 fully paid-up voting members of which one must be an Officer Bearer of the Club.

10.6 Voting at General Meetings

- a. Each honorary life member and ordinary member over the age of 16 shall be entitled to one vote on each motion, except the chairman of the meeting who shall have a casting vote only.
- b. Voting at an Annual General Meeting shall be by a simple majority of members eligible to vote with the exception of the Chairman who will have the casting vote should there be an equality of votes.

- c. Voting at Special General Meetings shall be by secret paper ballot, with a two thirds majority of those present and eligible to vote with the exception of the Chairman who will have the casting vote should there be an equality of votes.
- d. With the exception of a Special General Meetings, postal voting will be allowed. Postal voting will be on the basis of one vote per person.

10.7 Minutes of General Meetings

a. Annual General Meeting

Draft minutes from an Annual General Meeting shall be available to any member of the club, on or after 31st July each year, upon written request.

b. Special General Meeting

Draft Minutes from a Special General Meeting will be available to members 28 days after the date of the meeting.

11. COMMITTEE

- a. **Committee Members** - The Committee will consist of Chairman, Hon. Secretary, Hon. Treasurer (whose duties should include those of Membership Secretary), and a committee of up to 8 members, The Club may appoint a President who shall be elected by members at an Annual General Meeting on the recommendation of the Committee and who shall remain in office for a period of 3 years.
- b. **Election and Re-election of Officer and Committee Members** - Election of Officers and Committee members shall take place at the Annual General Meeting and decided by a majority attending the meeting. No Officer or Committee member may serve for longer than 3 years without seeking re-election.
- c. **Officers and Committee Members** seeking re-election shall not require a proposer and seconder but must confirm their intention of seeking re-election in writing to the Hon. Secretary by the deadline date for nominations.
- d. **Dual membership** - No committee member may also be an Office Bearer or committee member of any other Coton de Tuléar Club.

- e. **New Nominees** - New nominees for Officers or Committee Members must be proposed and seconded by voting members of the Club, and such nominees must have been a member for one full calendar year. It is requested that such nominees provide a short biography of their experience in the breed. Biographies and nominations must reach the Hon. Secretary at least 25 days before the Annual General Meeting and those nominated must be able to attend the Meeting unless under exceptional circumstances, which should be communicated to the Hon. Secretary.
- f. **Persons Under Discharge of Bankruptcy** - No person, whilst an un-discharged bankrupt, may serve on the committee or hold any other office or appointment within a Kennel Club Registered Society.
- g. **Indemnity of Committee Members** - The Committee will seek to provide indemnity insurance each year and each member will indemnify the Club to the sum of £1.00.

12. COMMITTEE MEETINGS

- a. **Timing of Committee Meetings** – All committee meetings may be conducted using electronic means and may be as often as is deemed necessary for the smooth running of the Club. One meeting must be held in November for the purpose of setting the date, time and place for the next Annual General Meeting and one prior to the Annual General Meeting for the receiving of the annual balance sheet.
- b. **Notice of Committee Meetings** – The Committee shall receive 28 days' notice in writing of a meeting together with the agenda. No matters may be dealt with unless they appear on the agenda, save matters of ordinary business arising out of the minutes of the previous meeting or matters which are urgent in the opinion of the chairman of the meeting.
- c. **Quorum at Committee Meetings** – 5 members of the Committee with voting rights shall be deemed to form a quorum at any committee meeting of which 1 should be an Officer of the Club.
- d. **Voting at Committee Meetings** – Each member present at a Committee meeting shall be entitled to one vote on each item discussed, except for the Chairman who will only be able to vote should there be an equality of votes.

- e. **Attendance at Committee Meetings** – Any committee member who is absent from 3 consecutive committee meetings, without a reason acceptable to the committee shall cease to hold office.
- f. **Committee Meeting Minutes** – The Committee undertakes to keep a Minute Book, which must include a full record of all business transacted at General Meetings and Committee Meetings, including a record of the Guarantees offered by the Club, and this Minute Book is to be produced to the Kennel Club at any time when require, together with any documents belonging to the Club. Minutes from Committee Meetings are deemed to be private and confidential and are not available for public viewing.
- g. All correspondence of the Club shall be made in writing either under the Club's letterhead or by e-mail, a copy of which shall be retained on file for future reference.

13. TROPHIES AND PROPERTY

The Club resolve to have no perpetual trophies. Any property of the Club shall be vested in the committee.

14. WINDING UP OF THE CLUB

In the event of the Club ceasing to exist, a final General Meeting shall be called to decide the disposal of the Club's assets. A final statement of audited accounts with a record of disposal of assets shall be forwarded to the Kennel Club within six months and the persons named as Officers and Committee on the last return furnished to the Kennel Club shall be held responsible by the Kennel Club for the proper winding up of the Club.

15. CLUB ACCOUNTS AND FINANCIAL YEAR

- a. **Financial Year** – The financial year shall be 1st January to 31st December.
- b. **Bank Account** – A banking account shall be held in the name of the Club at a Bank approved by the committee into which all revenue of the Club shall be paid.
- c. **Withdrawals** – Withdrawal shall only be made on the signature of 2 from 3 of the officers of the Club, the Hon Treasurer, Hon Secretary, or the Chairman. There shall be only one signatory from any one household, family or partnership.

- d. **Accounts** – The Treasurer shall make available copies of the accounts for the committee to examine in good time before the calling of a Committee meeting for the committee to review these accounts.

Accounts will be certified annually and presented to the members at the Annual General Meeting. Certification must be carried out by a qualified accountant or by two unqualified individuals with accounting experience. Those who undertake the certification must be independent from those who prepare the accounts.

A copy of the Annual Statement of Accounts for the last financial year certified in accordance with the Rules of the Club will be made available on request by members 14 days prior to the Annual General Meeting. Additionally, the annual statement of accounts will be available to the members at the Annual General Meeting.

- e. **Loans and Donations** – Any member who pays money to the Club, by way of a donation or loan, must confirm in writing to the committee the nature of such a payment at the same time the payment is made. The committee, if accepting a donation or loan, will record such a payment and any repayment terms in the minutes at the next scheduled committee meeting.
- f. **Repayment of Loans** – Any loans received will be repaid when called to do so in writing providing sufficient funds are available. If insufficient funds are available, then the committee will make arrangements for repayment of any loan at an appropriate yearly amount agreed by both parties until such loan has been repaid.

16. CONSTITUTION AND RULES

- a. **Amendments to Rules** - The rules of the Club may not be altered except at an Annual General Meeting or a Special General Meeting, the Notice for which includes details of the proposal to alter the Rules. Any proposed alteration to the Rules may not be brought into force until the Kennel Club has been advised and approved the alteration(s).
- b. **Kennel Club Requirements** - New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately and shall be

included in the Club's constitution with effect from the Club's next Annual General Meeting.

17. MEMBERSHIP LIST

The Membership Secretary must maintain an up-to-date list of members and their addresses and if so requested the Club must make the list available for inspection by the Kennel Club and members of the Club but will withhold member's addresses.

18. MAINTENANCE OF TITLE AND ANNUAL RETURNS

a. Maintenance of Title – The officers acknowledge that during the month of January each year, Maintenance of the Title fee will be forwarded to the Kennel Club whether by the Secretary or by direct debit for continuance of registration and that by 31st July, other returns, as stipulated in Kennel Club Regulation for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities, be forwarded to the Kennel Club. The officers also acknowledge their duty to inform the Kennel Club of any changes to the Secretary of the Club which may occur during the course of the year.

b. Annual Returns – The following returns must be forwarded to the Kennel Club by 31st July each year regardless of whether any changes have been made to the list of Officers or Committee Members, Rules etc.

- i. A list of current Officers and Committee with their addresses and telephone numbers.
- ii. A copy of the annual Statement of accounts which must be certified in accordance with the Rules of the Club and approved at the last Annual General Meeting of the Club
- iii. A copy of the current Constitution/Rules highlighting any approved amendments
- iv. Copy of the Clubs Code of Ethics highlighting any approved amendments.
- v. A declaration of the number of members of the Club as at the end of the Club's financial year.
- vi. Up to date Breed Club Judges Lists
- vii. Breed Health Declaration

19. THE KENNEL CLUB

- a. The Kennel Club is the final authority for interpreting the Rules and Regulations of the Club in all cases relative to Canine or Society matters.
- b. The Club shall not join any Federation of Societies or Clubs.

20. BREED SOCIETY JUDGES LIST

The Club will produce and maintain A, B and C Judges lists of persons considered capable of judging the breed at various levels of competitions. The committee will appoint a subcommittee to assess and approve applications to be included on the judges list. Any subcommittee appointed for this purpose shall include a majority of established Championship Show judges. This list shall be kept in the manner prescribed by the Kennel Club for inclusion in the Annual Returns.

21. CODE OF CONDUCT AND USE OF SOCIAL MEDIA

The Club has adopted a zero tolerance toward all types of harassment activity, and this includes discussing situations involving named or pictured individuals on social media sites and the copying of pictures of any individual or their dogs without their permission. The committee will deal with any such reported incident using the powers in section 8 Disciplinary Powers of the Committee.