

**CONSTITUTION FOR
UNINCORPORATED AFFILIATES
OF
THE CANINE CONTROL COUNCIL
(QUEENSLAND)**

Under the Auspices of
The Royal National Agricultural & Industrial Association
of Queensland

May 1994

This Constitution supersedes
all previous published
Constitutions for Affiliates (unincorporated)

This Constitution is issued
in May 1994.

CONSTITUTION OF AFFILIATES

1. There is hereby constituted a Canine Affiliate with a Constitution and membership as herein provided which is herein called "the Affiliate".
2. The name of this Affiliate shall be

DEFINITIONS

3. "**Application for Membership**" includes application for re-admission to membership.

"**Body**" means where the context reasonably admits a Club, Society, Association or group of persons.

"**C.C.C.**" means the Canine Control Council (Queensland).

"**Clause**" means a provision of the Constitution and where the context so admits includes a paragraph or sub-paragraph thereof.

"**Club**" means a Canine Club, Canine Society or Canine Association which has been recognised by the C.C.C.

"**Committee**" - SEE MANAGEMENT COMMITTEE

"**Constitution**" means the Constitution for time being of the affiliate.

"**Dual Member**" means one of any two members of the one family resident at the same address or one of any two of the persons who are partners in the conduct of a kennel having a kennel prefix in their joint names registered with the Control who has been admitted with the other of such persons as a Dual Member of the Affiliate.

"**Exhibition**" includes any Championship Show, Open Show, Parade, Field Trial, Obedience Trial, Obedience Sweepstake, Tracking Trial, Agility Trial, Puppy Match or other Canine Show.

"**Financial Member**" means a member of the Affiliate who shall not be in default in the payment of his/her annual subscription or other monies payable by him/her in accordance with the Constitution. "Unfinancial Member" shall have the opposite meaning.

"**Financial Year**" means the financial year of the Affiliate as defined by Clause 64.

"**Honorary Member**" means a person who, upon the recommendations of the Management 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 Affiliate or for other good and sufficient reason and who need not comply with the provisions of Clause 6 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.

"**Junior Member**" means a person under the age of sixteen years who has been admitted as a member of the Affiliate and who shall not be entitled to hold office or to vote at a General Meeting of the Affiliate but shall otherwise be entitled to enjoy all other privileges of membership.

"**Life Member**" means a member who has been admitted to the Affiliate as a member for life for meritorious and conspicuous continuous service to the Affiliate over a period of at least six years. The Management Committee may nominate a member for Life Membership to the Annual General Meetings. To be successful the nominee must obtain at least a three-fourths majority vote of members present, Only one Life Membership may be granted in any one year. Under special circumstances the C.C.C. may upon application approve a waiver of this Clause. Life Members are eligible for election to office and have full voting rights.

"**Management Committee**" includes Office Bearers unless the Constitution specifically provides otherwise.

"**Member**" means a person who has been admitted as an ordinary or dual or life member of the Affiliate and where the context otherwise so admits, shall include a person admitted to any other category of membership and the word

"Member", where the context so admits, shall mean and include persons who have been admitted to any category of membership.

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

"Office Bearers" means the President, Vice-Presidents, Treasurer and Secretary or such other nominated positions as referred to in Clause 23 of this Constitution for the time being of the Affiliate.

"Period of Membership", in relation to a member, denotes the twelve months terminating at midnight on the last day of the financial year (see Clause 64) for which such member is for the time being elected or admitted to membership of the Affiliate or such portion of that term during which his/her membership continues.

"Person", where the context reasonably permits, includes an individual, a partnership, or any other legal entity.

"Registered", when used in connection with dogs, means registered with the C.C.C., in either the General Register or Special Register.

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

"Writing" includes printing and photocopying and any other like recognised means of communication or of reproducing words in visible form.

Words used in this Constitution where the context reasonably permits shall have the same meaning as the definition thereof, as set forth in the Rules and Regulations of the Canine Control Council (Queensland).

Words importing the male gender shall, where the context reasonably permits, include the female and neuter gender and the singular number and shall include the plural number.

OBJECTS

4. The objects of the Affiliate are:-

NOTE: Objects a b c & d are obligatory to Clubs Affiliated with the C.C.C.(Qld). Delete Objects (e) to (p) that are not applicable to your Club.

- (a) to continue affiliation with the Canine Control Council (Qld);
- (b) to promote and encourage the breeding of pure bred dogs;
- (c) to promote and raise the standards and exhibition of pure bred dogs;
- (d) to foster, promote and protect the interests of exhibitors of pure bred dogs at exhibitions;
- (e) to promote the holding of exhibitions and to conduct exhibitions and/or promote obedience training.
- (f) to collect, verify and publish information relating to dogs and the breeding and exhibition of pure bred dogs;
- (g) to educate and encourage members, breeders and judges to abide by the requirements and standards approved by the Canine Control Council (Queensland) for the conduct of exhibitions.
- (h) to promote good fellowship and sportsmanship amongst members and those participating in or attending at exhibitions
- (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 Affiliate generally;

- (k) to provide awards and donate prizes for competition at exhibitions and for the competition by breeders and exhibitors of dogs;
- (l) to foster relations with other Affiliates and bodies having similar aims;
- (m) to promote and assist worthy causes, as agreed at a General Meeting of the members of the Affiliate;
- (n) to invest the funds of the Affiliate not immediately required in such manner as the Members or the Management 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 objects of the Affiliate;
- (p) to carry on such other activities or promote or encourage interest in the breeding, upkeep and training of and the general well-being and improvement of pure bred dogs and to do all such other things as may be necessary or conducive to carrying out the objects of the Affiliate.

AFFILIATION WITH THE CANINE CONTROL COUNCIL (QUEENSLAND)

- 5A. The Club if not affiliated shall apply to become affiliated with the C.C.C. and if affiliated shall be eligible to apply for permission to conduct authorised exhibitions.
- 5B. So long as the club is an Affiliate of the C.C.C., every member whether a member of the C.C.C. or not, shall be deemed to have agreed with the C.C.C., to be bound by the Rules and Regulations of the C.C.C., for the time being in force, so far as the same shall relate to him/her.

MEMBERSHIP

- 6. Any person owning a pure bred dog or interested in any of the activities referred to in the objects of the Affiliate shall be eligible to apply for membership.

CLASSIFICATION OF MEMBERS

- 7. Membership of the Affiliate may be divided into the following categories (see Clause 3). Each class of membership shall be unlimited in numbers:
 - (a) Member (Ordinary);
 - (b) Dual Member;
 - (c) Life Member;
 - (d) Honorary Member;
 - (e) Junior Member;

and every person admitted and/or elected to membership shall be and be deemed for all purposes to have agreed to be bound by the Rules and Regulations of the C.C.C. and the Constitution of the Affiliate for the time being in force.

ROLL OF MEMBERS

- 8A. A roll of members shall be kept by the Affiliate and shall contain the name and address and the date of admission to, and the category of, membership of each Member. This roll shall be renewed annually.
- 8B. The roll of members shall be kept at the office of the Affiliate and shall be made available by the Secretary for inspection by members at all reasonable times.

APPLICATION FOR MEMBERSHIP

9. An application for membership shall be in such form as the Committee may from time to time prescribe and shall be signed by the applicant and accompanied by the prescribed fees.
10. The Secretary shall submit such application to the next General Meeting of the Club, where the matter shall be decided by majority vote.
11. A member may, up to and including the date but prior to the start of the Annual General Meeting, make application to the Club for re-admission as a member to his/her category of membership upon payment of his annual subscription and shall be deemed for all purposes to have been re-admitted as such a member.

TERMINATION OF PERIOD OF MEMBERSHIP

12. A member shall cease ipso facto to be a member of the Affiliate:
 - (a) upon the termination of his/her period of membership (whether by effluxion of time or otherwise), unless he/she shall be re-admitted pursuant to Clause 11 as a member of the Affiliate for a further period of membership;
 - (b) if he/she resigns by notice in writing addressed to the Secretary;
 - (c) if he/she shall die;
 - (d) if his/her annual subscription for the forthcoming financial year has not been paid in accordance with Clause 11;
 - (e) if pursuant to the Constitution he/she shall be expelled from the Affiliate;
 - (f) if he/she is disqualified or suspended by the C.C.C. for any period for which he/she is suspended or disqualified;
 - (g) should any person cease to be a member of the Affiliate for any reason whatsoever, he/she shall not be entitled to any return of his/her membership fee or any part thereof, or any portion of the assets of the Affiliate.

ANNUAL SUBSCRIPTION AND JOINING FEE

13. Subject to Notice of Motion first being given by resolution of the Management Committee, the members, in General Meeting at any time and from time to time may fix the amount of the annual subscription payable by each category of membership and, may in like manner determine that a membership joining fee shall be paid and the amount thereof.

PRIVILEGES OF MEMBERSHIP

14. Subject to the restrictions and limitations prescribed by or pursuant to the Constitution, the privileges of a member shall be:
 - (a) upon application and payment of the prescribed fee (if any) to the Secretary, to receive a copy of the Constitution of the Affiliate;
 - (b) the right to attend and vote at all General Meetings of the Affiliate, subject to the conditions of Clause 61(b) and 61(c);
 - (c) to submit himself/herself as a candidate for any Office of the Affiliate subject to the conditions of Clause 61(b) and 61(c);
 - (d) to receive any publication issued by the Affiliate, upon the payment of the prescribed fee (if any);
 - (e) to compete for prizes (including trophies) available for members of the Affiliate when exhibiting or competing at any exhibition conducted by the Affiliate.

15. A Junior Member shall be entitled to take part in the proceedings of a General Meeting but shall not be eligible to vote and shall not be eligible to hold office, but shall be entitled to exercise all other privileges of membership.

CONDUCT OF MEMBERS

16. A Member, upon election to any category of membership, shall strictly observe and act in conformity with and not otherwise than in accordance with the Constitution of the Affiliate and Rules and Regulations of the C.C.C., and will uphold the honour of and use his/her best endeavours to further the objects of the Affiliate.
17. A Member shall furnish to the Management Committee such information within the knowledge of the Member as the Management Committee may from time to time require and within such time as the Management Committee may specify in respect of any act or omission on his/her part or of his/her agent or servant in and about his/her conduct at any exhibition or in respect of any matter dealt with or regulated by the Constitution of the Affiliate or Rules and Regulations of the C.C.C.
- 18A. Where a member is required to appear before the Management Committee or to supply information pursuant to Clause 17 or any other Clause of this Constitution and fails to do so, he/she shall furnish to the Management Committee a Statutory Declaration or other written explanation relating to the matter.
- 18B. If a member defaults in complying with any requirement of the Management Committee pursuant to Clause 17 and/or 18A, the Management Committee may in its absolute discretion proceed to inquire into the matter without further notice to the member.
19. If, upon such inquiry, the Management Committee is of the opinion that a member has wilfully infringed any of the Rules or Regulations of the C.C.C. and/or the Constitution of the Affiliate, or has been guilty of any conduct prejudicial to the Affiliate or to a member thereof, the Management Committee may call his/her attention to such infringement or conduct by a notice in writing addressed to such member and may call upon such member to show cause why he/she should not be expelled from the Affiliate or have his/her membership suspended.
20. If such member does not, within a period of fourteen days of the date of the aforesaid notice, either resign his/her membership or offer an explanation of the circumstances, either in person or in writing as he/she may elect to the Management Committee at a meeting thereof convened for that purpose, and if such explanation is not acceptable to the Management Committee, it may recommend to the members at the first General Meeting thereof convened subsequent to such inquiry that the member be suspended from Membership for such period as the Management Committee may think fit or that such member be expelled from the Affiliate and such recommendation shall be included in the notice convening the General Meeting. At such meeting, the member shall be entitled to be heard and to give his/her explanation of the circumstances and to call witnesses on his/her behalf.
21. If the recommendation of the Management Committee made under Clause 20 or an amendment thereof is approved by a Resolution passed by a majority of three-fourths of the members voting in person at such General Meeting, such member shall forthwith be suspended from membership for such specified period or expelled as the case may be, and he/she shall have no claim or right of recourse to litigation whatsoever against the Management Committee or any member thereof or against any member so voting.
22. Any member affected by a decision of the Management Committee and/or resolution passed in accordance with Clause 21 may appeal therefrom to the Committee of the Canine Control Council (Queensland) upon such conditions as that Committee may from time to time prescribe. In such event the decision of the Committee of the Canine Control Council (Queensland) shall be final and binding on all parties.

ELECTED OFFICERS

23. The office Bearers for the time being of the Affiliate shall be:

(a) Office Bearers
The President;
.....Vice-Presidents;(Insert Number)
The Treasurer;
The Secretary;

- (b)Members of the Management Committee; (Insert Number)
- (c) Other Non-Committee appointments(List)
(See also Clause 65-66 Show/Trial Secretary/Manager, Publicity Officer)

DUTIES OF SECRETARY

- 24. The secretary shall exercise and perform all the usual secretarial functions and generally attend to the secretarial work of the Club and in particular shall keep and maintain:
 - (a) The roll of members;
 - (b) Minutes of all proceedings of meetings of the Management Committee, and of the Affiliate;
 - (c) All necessary records of the affairs of the Affiliate;
 - (d) a complete record of awards made at all exhibitions conducted by the Affiliate, where necessary;
 - (e) and shall forward to the Canine Control Council (Qld) within one month of the Annual General Meeting an audited Statement of Receipts and Expenditure and Balance Sheet of the Affiliate. The form of such reports is shown at Annex B, including Appendices 1,2,3 & 4, this document.

DUTIES OF TREASURER

- 25. The Treasurer shall:-
 - (a) receive all monies Paid to the Affiliate and cause the same to be paid into the banking account of the Affiliate kept for such purpose within fourteen days of the receipt thereof;
 - (b) keep all necessary books of account and financial statements as shall be required by the Canine Control Council (Queensland);
 - (c) prepare the Annual Accounts on current Canine Control Council forms and accompanying reports (ANNEX B);
 - (d) submit financial statements to all constituted meetings of the Management Committee and of the Affiliate;
 - (e) produce in General Meetings the Cash books, current Bank Statement(s) and/or Passbook(s) together with a reconciliation between Cash Book(s) and Bank Account(s);
 - (f) keep vouchers for payments authorised by the Affiliate and the Management Committee;
 - (g) keep a true and correct inventory of all property of the Affiliate.

MANAGEMENT COMMITTEE

- 26. There shall be a Management Committee consisting of the office bearers and not less than four nor more than six members all of whom shall be elected at the Annual Meeting or as provided in the Constitution.(See Clause 23)
- 27. The Management Committee shall manage and have the entire control of the affairs of the Affiliate subject to and in accordance with the provisions of the Constitution and any resolutions passed at a provisions of the Constitution and any resolutions passed at a General Meeting of members.
- 28. Notwithstanding the foregoing, the members in General Meeting by resolution passed by a majority of members voting in person thereat may overrule a decision of the Management Committee, except a decision of the Management Committee to pay any account payable by the Affiliate, or by a resolution passed by a majority of the members voting in person thereat may instruct the Management Committee in the light of objections expressed by any members to any such decision to review the decision at its next meeting and make its further

recommendation to the members at the next General Meeting thereof.

MEETING OF THE MANAGEMENT COMMITTEE

29. Meetings of the Management Committee shall be held at such place and at such time as the Management Committee from time to time determines but shall be held at least once in every two calendar months.
30. The Secretary or his/her representative shall attend all meetings of the Management Committee. The minutes of such meetings signed by the Chairman thereof or by the Chairman of a confirmatory meeting, shall be accepted as sufficient evidence of the proceedings of such meeting.
31. At every meeting of the Management Committee a simple majority of members elected and/or appointed to the Management Committee as at the close of the last General Meeting of the members, shall constitute a quorum.
32. The Secretary shall call a meeting of the Management Committee whenever requested so to do by the President or by not less than three members of the Management Committee.
33. The President, or in his/her absence or if he/she shall be unwilling to act, a Vice-President present, or if present he/she shall be unwilling to act, then a member of the Management Committee elected by the members thereof present in person shall be the Chairperson of a meeting of the Management Committee.
34. A member of the Management Committee shall not vote in respect of any contract or proposed contract with the Affiliate in which he/she is interested or in respect of any matter arising thereout and if he/she does so vote, his/her vote shall not be counted.
35. All acts done by a meeting of the Management 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 Management Committee or of a Sub-Committee notwithstanding that it is afterwards discovered that there was some defect in the appointment of the Management Committee or of a Sub-Committee or of any person acting as aforesaid, or that the members of the Management Committee or any of them or of a Sub-Committee were disqualified, shall be as valid as if any such person had been appointed and was disqualified to be a member of the Management Committee or of such Sub-Committee.
36. A resolution in writing signed by all members of the Management Committee for the time being entitled to receive notice of a meeting of the Management Committee shall be as valid and effectual as if it had been passed at a meeting of the Management Committee duly held and convened. Any such resolution may consist of several documents in like form each signed by one or more members of the Management Committee.
37. A member of the Management Committee absenting himself/herself from three consecutive Management Committee meetings without leave of the Management Committee shall ipso facto cease to be a member of the Management Committee, and if an Office Bearer he/she shall ipso facto also cease to hold his/her office.
38. A casual vacancy occurring amongst members of the Management Committee may be filled by the Management Committee at its next meeting and the member so appointed shall hold that office until his/her appointment is confirmed by the members at the next General Meeting or the vacancy is otherwise filled by the members at a General Meeting.

ELECTION OF OFFICE BEARERS AND MANAGEMENT COMMITTEE

39. The Officer Bearers, other Members of the Management Committee, and Non Committee appointments shall be elected annually at the Annual General Meeting and shall take office immediately upon election.
- 40A. Nominations of members proposed as Office Bearers, or as other members of the Management Committee, shall be made in writing to the Secretary at least twenty-one days before the date of the Annual General Meeting, and shall be signed by at least one member and the nominee, all of whom must be Financial members for the nomination year, prior to signing the nomination form. No person shall be eligible for election unless he/ she is a financial member of the Affiliate, a financial member of the C.C.C. and complies with the conditions of Clause 61B and 61C.

40B. Nominations of members proposed for Non-Committee appointments other than Show/Trial Secretary/Manager(Clause 65) and Publicity Officer(Clause 66) will be made orally at the Annual General Meeting. Financial members of the Club may propose and second, orally, sufficient Financial Members to fill any such office, provided the members comply with the Conditions of Clauses 61(b) and 61(c).

NOTE - Membership of the C.C.C. is optional for all Non-Committee appointments except for those involved in the conduct of shows eg Show Secretary.

41. A list of all nominations, made in accordance with Clause 40A, in alphabetical order or by "lot", shall be sent or delivered to each of the members at least seven days prior to the holding of the Annual General Meeting.

42. If there be not a nomination for the office of President, Vice-President, Secretary or Treasurer or if a member nominated for such office declares at the Annual General Meeting verbally or in writing that he/she is unwilling to stand for that office, or if the number of members required for election as members of the Management Committee are not nominated, the members may propose and second orally, at the Annual General Meeting, sufficient members to fill any such office.

43. If there be more than the required number of members nominated for the election to any office, an election by ballot shall take place, but if there be only the requisite number, the Chairperson shall declare those nominated to be duly elected.

44. The election of the office bearers and members of the Management Committee shall be by secret ballot:

(a) cast by members present at the Annual General Meeting and eligible to vote thereat, except that for Specialist Breed Clubs, and only where such a Club has previously minuted a Club decision to accept postal votes for the election of Office Bearers, postal votes will be permitted for the election of Office Bearers, provided that the following conditions are met:

(1) the voting member resides in Queensland and at a distance of not less than 50 kms from the meeting venue

(2) the vote is received by the Secretary not less than 24 hours prior to the date of the meeting.

(b) For the purposes of the ballot, a Returning Officer may be appointed by the members at the Annual General Meeting prior to the election of Office Bearers. If not so appointed, not less than two scrutineers shall be appointed by the members, and as the business of the Annual General Meeting, prior to the election of Office Bearers.

(c) Each member wishing to participate in the ballot shall strike out from the voting paper all names in excess of the number of positions vacant and ballot papers containing a greater or lesser number of candidates to be elected shall be invalid.

(d) After the appointment of the Returning Officer and/or the scrutineers, the Returning Officer and/or the scrutineers shall count or cause to be counted by the said persons the votes cast by members.

(e) The Returning Officer and/or the scrutineers shall declare the result of the ballot immediately after the votes have been counted, and in the event of an equality of votes in favour of any candidate which could affect the election of a candidate, the members at the Annual General Meeting shall elect one of such candidates to fill the vacancy for which he was nominated by a Resolution passed by a simple majority of members present and voting thereon.

(f) If any question shall arise as to the validity or invalidity of a voting paper, or whether any particular member has or has not been elected to any particular office, a statement by the returning Officer that the relevant voting paper is or is not valid or that a particular member has or has not been elected to a particular office shall be conclusive.

SUB-COMMITTEES

45A. The Management Committee or the members at a General Meeting may at any time and from time to time appoint a Sub-Committee from amongst the-members of the Management Committee or the members for such purpose and with authority to exercise such powers and duties as the Management Committee in its discretion may recommend, save and except the power to refuse or return any entry as precluded by C.C.C. Rules and the members thereof shall hold office during the pleasure of the members.

- 45B. The quorum for a Sub-Committee shall be such number thereof as shall be determined by the Management Committee or members at the time of its election, who may in like manner appoint a Chairperson thereof provided that if a Chairperson is not so appointed or is absent or unwilling to act, the members of the Sub-Committee shall appoint one of their number to be Chairperson.
- 45C. The Management Committee or any such Sub-Committee may co-opt additional members to assist in its duties.
- 45D. The President and Secretary shall automatically be ex officio members of all Sub-Committees.

RULINGS AT MEETINGS

46. All questions arising at a General Meeting or at a meeting of the Management Committee or of a Sub-Committee, other than questions of order or procedure which shall be decided by the Chairperson, shall be decided by the majority of votes cast at such meeting and in the case of equality of votes, the Chairperson shall have a casting vote.

GENERAL MEETING OF MEMBERS

47. The Annual General Meeting of members of the Affiliate shall be held within three months of the end of the financial year. The business to be transacted at the Annual General Meeting shall be:
- (a) to note apologies for non-attendance;
 - (b) to appoint a Returning Officer and/or two scrutineers as required under Clause 44(b) of this Constitution;
 - (c) to confirm the Minutes of the preceding Annual General Meeting;
 - (d) to transact business arising out of such Minutes;
 - (e) to receive and adopt the accounts of the Club and the accompanying reports thereon;
 - (f) to check the number of Life and Financial Members present and eligible to vote;
 - (g) to receive from the returning officer pursuant to Clause 44(d), or the President pursuant to Clause 43, the result of the ballot for the election of the office bearers and of members of the Management Committee or pursuant to Clause 42, to elect office bearers, Management Committee or Non-Committee members;
 - (h) to appoint a qualified Auditor;
 - (i) to receive the Annual Report and transact any other business required by the Constitution to be transacted;
 - (j) to transact any other business written notice of which shall have been given to the members at least seven days prior to the date of such meeting;
 - (k) subject to the approval of a majority of the members present at the meeting, to transact any further business which may be brought forward at that meeting.

GENERAL MEETING OF MEMBERS

48. An Ordinary General Meeting of the Affiliate shall be held at such time and at such place as the members at the preceding meeting shall determine or if not so determined as shall be convened pursuant to the Constitution.
- 49A. The business of an ordinary General Meeting shall include the following:-
- (a) to note apologies for non-attendance;
 - (b) to confirm the Minutes of the preceding ordinary General Meeting;

- (c) to transact business arising out of such Minutes;
 - (d) to receive the reports of the Management Committee, the Secretary and the Treasurer and any other such reports as may be required to be given;
 - (e) to receive the reports of Sub-Committees;
 - (f) to elect new members;
 - (g) to consider and deal with business deferred from the previous meeting;
 - (h) to consider and deal with motions of which due notice has been given;
 - (i) to consider and deal with correspondence received since the previous General Meeting;
 - (j) to receive notices of motions;
 - (k) to consider and deal with motions of which notice has not been given;
 - (l) to hear through the Chairperson's answers to questions from members and, where appropriate, to deal with the subject matter thereof;
 - (m) to deal with such other business as the Chairperson or the majority of members present may allow.
- 49B. A member of the General Meeting shall not vote in respect of any contract or proposed contract with the Affiliate in which he/she is interested or in respect of any matter arising thereout and if he/she does, his/her vote shall not be counted.

SPECIAL GENERAL MEETING OF MEMBERS

- 50. A Special General Meeting shall be convened by the Secretary at the direction of the President or of the Management Committee or on the written request of not less than ten members.
- 51. The business to be transacted at a Special General Meeting shall be set out in the notice convening the meeting, and no other business shall be transacted thereat or at any adjournment thereof.

QUORUM

- 52. The quorum at an Annual General or a General Meeting shall be such number being not less than ten members present in person or such greater number as the members from time to time shall determine.
- 53. The President or in his absence or if he shall be unwilling to act, the Vice-President, or if there shall not be a Vice-President present or if present he/she shall be unwilling to act, then a member elected by the members present in person shall be the Chairperson of such a meeting.

NOTICE OF GENERAL MEETINGS

- 54. Every General meeting shall be convened by notice given by the Secretary to each member of the Affiliate specifying the date, time and venue of such meeting as prescribed in Clause 56. The signature to any such notice may be written, stamped, impressed, typed or printed.
- 55. At least seven days prior notice shall be given in respect of each such meeting.
- 56. Notice of a General Meeting shall be deemed to have been given to each member if it is published in the Affiliate's Newsletter or Journal or such other publication as prescribed by members at the first General Meeting for the year, provided that such publication is made and received by the members not later than seven days prior to the date of the meeting or if it is served upon him/her personally or if it is sent through the post-addressed to such

member at the address furnished by him/her to the Secretary or at his/her last address known to the Secretary. A Notice sent to one of a dual membership shall be deemed for all purposes to have been Notice given to each of such members.

57. The accidental omission to give Notice to a member or if a member shall fail to receive a Notice sent as aforesaid shall not invalidate a General Meeting.
58. A Notice sent by post shall be deemed to have been served on the following working day to that on which it is posted.

ADJOURNMENT OF MEETING

59. If at a General Meeting or at a Management Committee or Sub-Committee Meeting a quorum shall not be present after the lapse of thirty minutes from the appointed time thereof, the meeting shall thereupon lapse. Should a meeting lapse, urgent Affiliate business may be transacted by the Office Bearers, but must be ratified at the next General Meeting.
60. A General Meeting of members or a meeting of members of a Management Committee or of a Sub-Committee shall have the power to adjourn its proceedings from time to time for any period not exceeding, at any one time, one month.

VOTING OF MEMBERS

- 61A. At meetings of members or of the Management Committee or of a Sub-Committee the mode of voting shall in the first instance be by a show of hands, or if required by not less than two members, by an actual division or by ballot and the Chairperson shall have an ordinary and in the case of equality of the primary vote also a casting vote and all questions shall be decided by the majority of votes of the members voting in person at any such meeting, provided that on a resolution relating to the election of the Office Bearers or of the Management Committee or Non-Committee members or relating to the expulsion of members, the foregoing shall not apply and in lieu thereof votes shall be taken in accordance with the relevant clause of the Constitution
- 61B. Every member who was a financial member of the Affiliate for not less than three months of the financial year preceding the Annual General Meeting and is currently a financial member shall be entitled to vote at the Annual General Meeting and shall be eligible to nominate or to be nominated as an office bearer, or member of the Management Committee.
- 61C. No person becoming a member between the closing date of the financial year preceding the Annual General Meeting and the date of the Annual General Meeting shall be eligible to vote at the Annual General Meeting, nominate or be nominated as an office bearer or member of the Management Committee.
- 61D. In all matters not covered by this Constitution the rules of common debate shall apply provided always that the best interests of the general members of the Affiliate be served and general members have the right to vote in favour of or against any Management Committee decision.
- 61E. Motions of DISSENSION FROM THE PRESIDENT'S and/or CHAIRPERSON'S-RULING - PROCEDURE-ACTIONS - ETC.

In the event that a dissension vote be carried by a 60% majority at any meeting of the Affiliate, the Chairperson shall be bound to adopt such ruling - procedures - actions - as decided by said vote, and further, immediately such dissension vote be moved and seconded the Chairperson shall immediately vacate the chair to enable correct and proper discussion and voting procedures to follow. Members present are then entitled to elect their own choice of interim Chairperson to preside during the time that this matter only is discussed and determined, whereupon the Chairperson shall resume the chair.

- 61F. The following motions of censure may be put:
 - (a) CENSURE OF PRESIDENT'S and/or CHAIRPERSON'S RULING-PROCEDURE-ACTIONS,Etc;
 - (b) CENSURE OF OFFICE-BEARER and/or COMMITTEE-RULING-PROCEDURE- ACTIONS,Etc;

(c) CENSURE OF A GENERAL MEMBER'S ACTION -CONDUCT, Etc.

In the event that a censure motion be moved, seconded and carried by a 60% majority at any meeting of the Affiliate, the person or persons against whom the vote be taken shall be considered censured and all relevant details shall be minuted. (It must be understood that a censure motion does not automatically mean a loss of position from the Management Committee or a loss to a general member of his/her usual and accepted rights.)

61G. MOTIONS OF NO CONFIDENCE may be put against :

- (a) any office bearer or office bearers,
- (b) any Management Committee member.
- (c) the entire Management Committee (to also include office bearers).

Notice of motion of "no confidence" must be made in writing signed by the persons moving and seconding the motion and handed to the Secretary. The Secretary shall convene a special meeting to be held within thirty days from the date of receipt of the Notice of Motion, and advise all members in writing within seven days allowing members at least fourteen clear days notice of the meeting. Proof of posting of the Notice to the members last registered address with the Affiliate shall be deemed sufficient proof of the member being notified.

In the event that a vote of "no confidence" be moved, seconded and carried by a 60% majority of persons present in person at the meeting specially convened to discuss the motion such person or persons against whom the motion was carried shall immediately forfeit his/her/their position as an office bearer(s) or Management Committee member and any such person(s) shall not be allowed to accept nomination for the Management Committee or as office bearer or for any Sub-Committee for a period of twelve months from the date of such motion. The members present upon such vote of no confidence being carried, are then entitled if they so desire, to select a replacement or replacements for the position or positions hereby rendered vacant.

TRUSTEES

62. The members in Annual General Meeting shall appoint not less than three Trustees and, until otherwise determined, the President, Secretary and Treasurer for the time being in office shall be the Trustees and shall hold all property of the Club real and personal on behalf of the members.

PROPERTY

63. The income and property of the Affiliate whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Affiliate provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him/her to the Affiliate.

FINANCIAL YEAR

64. The financial year of the Affiliate shall commence on the first day of in each year, and terminate on the last day of..... the next/current year. Members fees to be payable on or before nominating or being nominated for an elected office in the Club. (See Clauses 40 and 40A or prior to the Annual General Meeting (Clause 11).

SHOW SECRETARY AND/OR SHOW MANAGER

65. The Members, at a General Meeting (or the Management Committee in lieu thereof) may appoint a Show or Trial Secretary and/or a Show or Trial Manager, as appropriate. These appointees MUST be members of the C.C.C.

PUBLICITY OFFICER

66. The members, at a General Meeting or the Management Committee in lieu thereof, may appoint a Publicity Officer whose duties shall be determined by the Management Committee and/or members at a General Meeting.

BANKING ACCOUNT

67. The Management Committee shall cause a banking account to be opened with a recognised Bank and be kept in the name of the Affiliate.
68. All cheques payable to the Affiliate and monies received on behalf of the affiliate shall be deposited to the credit of the Affiliate's banking account, all monies payable on behalf of the Affiliate amounting to \$20.00 or upwards, with the exception of prize money, shall be paid by cheque drawn upon the Affiliate's bankers which shall be signed by the Treasurer or in his/her absence his/her authorised deputy and any one of the office bearers authorised to sign on behalf of the Affiliate. Notice of every such authority or change thereof shall be given to the Affiliate's bankers forthwith whenever the need shall arise. Where an amount less than \$20.00 is paid in cash, the Treasurer, or his/her authorised deputy, shall ensure a receipt is obtained at the time of the transaction.

ACCOUNTS/DOCUMENTS

69. The Treasurer shall cause to be kept true accounts of all monies received, of all payments made by or on behalf of the Affiliate, and of all assets and liabilities, the manner in which income and expenditure of the Affiliate has been dealt with, which at all times shall show the true financial position of the Affiliate.
70. The Affiliate's books of account, documents, instruments of title and securities shall be kept at such place of security as the members in General Meeting, or the management Committee in lieu thereof, shall determine.

AUDIT AND AUDITOR

71. The members at the Annual General meeting shall appoint each year a qualified auditor to be the auditor of the Affiliate 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 Management Committee.
72. Notice of the nomination of any person other than a retiring Auditor for appointment as Auditor shall be given to the members not less than seven days before the Annual General Meeting at which the appointment of Auditor is to be made.
73. A person shall not be appointed or act as Auditor of the Affiliate if he is a member or an employee of the Affiliate.

PATRON

74. The members at the Annual General Meeting may elect until otherwise determined by them not more than three persons to be Patrons of the Affiliate. A Patron shall be entitled to attend a General Meeting of the Affiliate on by invitation of the President to address the members thereat, but is not permitted to vote unless a financial member or life member of the Affiliate.

CLUB JOURNAL

75. The members in General Meeting by a resolution passed by a simple majority of those voting in person thereat may authorise the publication of Affiliate Journal under such name and subject to such terms and conditions and containing (subject to editorial policy for the time being of the Canine Control Council (Queensland) such subject matters as that members may determine as aforesaid from time to time.
76. The amount applicable to the Affiliate Journal subscription may be included in the annual membership subscription, but shall be set apart and separately accounted for in the annual accounts.

WINDING-UP OF AFFILIATE(Dissolution)

77. The Affiliate shall be wound up if:
- (a) the number of its financial members becomes less than ten;
 - (b) a three-fourth majority of financial members present at a General Meeting convened to consider a resolution to wind-up the Affiliate, vote that it shall be wound up;
- 77A. The Affiliate, on deciding to wind up its affairs, shall cause to be convened a General Meeting of its members. Notice shall be given in the notice convening the meeting stating that the Affiliate proposed to wind up its affairs and cease functioning as a Affiliate. The Affiliate shall give an undertaking that all of its known debts have been paid in full and shall hand over all surplus funds after the payment of such debts to the Canine Control Council (Queensland).