

## **THE LADIES KENNEL ASSOCIATION CONSTITUTION**

1. The Club shall be called THE LADIES KENNEL ASSOCIATION and its objects shall be:
  - (i) To advance and promote the general welfare of the dog.
  - (ii) To encourage the interest of ladies in all canine matters.
  - (iii) To support the selective breeding of sound, healthy pedigree dogs.
  - (iv) To organise dog shows under Kennel Club rules and show regulations and other events as seen fit by the Committee.
  - (v) To contribute out of the funds of the Association to any charitable or educational project appertaining to the canine world.
2. The Association shall consist of a President, Vice-President(s), an elected Committee, Honorary Life Members and an unlimited number of Lady Members.
3. The management of the Association shall be in the hands of the Committee and it shall have the power to deal with any question not provided for by these rules.
4. At its first meeting after election the Committee shall elect from its number a Chairman and a Vice-Chairman.
5. The Committee shall elect a lady to be Secretary of the Association and she shall be directly responsible to the Committee and shall normally hold office until the next Annual General Meeting notwithstanding the discretion of the Committee to remove or suspend her if thought fit. If the elected lady should be a member of the Association she shall relinquish her membership upon election to office.
6. The Treasurer may be a member of the Committee and shall be elected to office at the Annual General Meeting. In the event of the office becoming vacant during the year the Committee shall be empowered to elect a Treasurer to serve until the next Annual General Meeting.
7. Meetings of the Committee shall be held as often as deemed necessary but at least every six months. Eight days notice shall be given of the holding of any Committee meeting except in an emergency in which case three days shall be considered sufficient.
8. A quorum for Committee meetings shall be five voting members.
9. The Committee shall not have the power to co-opt members to fill any vacancies which may occur between General meetings. The President may attend Committee meetings but shall not have the right to vote unless an elected member of the Committee.
10. No member may stand for election to the Committee or any office or make such nomination until she has been a fully paid-up member for three consecutive years.
11. **Election of members –**
  - (i) Candidates for membership of the Association shall be proposed by two fully paid-up members (of at least three consecutive years standing) in writing on the form prescribed by the Committee. The nomination shall be lodged with the Secretary together with a joining fee equal to twice the annual subscription and the subscription for the current year, which shall be refundable in the event of non-election. The nomination shall be put before the Committee at its next meeting. A simple majority of votes for or against the candidate shall be decisive.
  - (ii) The Committee shall be empowered to nominate for Honorary Life Membership any person who has rendered outstanding service to the Association. The election to this distinction shall take place at the Annual General Meeting. Elected Honorary Life Members shall have voting rights at Annual General Meetings.

- (iii) The Association shall make a list of members and their addresses available for inspection, if so requested, by the members of the Association or by the Kennel Club.
12. **Voting rights** - Each member shall be entitled to one vote upon election to membership. Proxy votes are not acceptable. Every question submitted to a meeting shall be decided by a show of hands and in the case of equality of votes the Chairman shall have a casting vote in addition to her own vote.
13. **Expulsion of members** – Any member who shall be suspended under Kennel Club Rule A42j(5) and/or any member whose dog(s) is/are disqualified under Kennel Club Rule A42j(9) shall ipso facto cease to be a member of the Association for the duration of the suspension and/or disqualification.  
If the conduct of any member shall, in the opinion of the Committee of the Association, be injurious or likely to be injurious to the character or interests of the Association, 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 Association shall be called for the purpose of passing a resolution to expel 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 time of the meeting so that she may attend and offer an explanation.  
If, at the meeting, a resolution to expel her is passed by a two-thirds majority of the members present and voting, her name shall forthwith be erased from the list of members, and she shall thereupon cease for all purposes to be a member of the Association except that she may, within two calendar months from the date of such meeting, appeal to the Kennel Club upon and subject to such condition as the Kennel Club may impose.  
If any member shall be expelled for discreditable conduct in connection with dogs, dog shows or trials, the Association shall report the matter in writing to the Kennel Club within seven days.
14. **Association property** – The property of the Association shall be vested in the Committee. In the event of the Association ceasing to function, a General Meeting shall be called to decide the disposal of the Association's assets. The outcome of the meeting shall be notified to the Kennel Club.
15. **Association accounts** –
- (i) Banking accounts in the name of The Ladies Kennel Association shall be held at the HSBC Bank plc, or at another bank at the discretion of the Committee, into which all revenue of the Association shall be paid and from which withdrawals shall only be made on the signatures of any two of the following officials for the time being:- the Chairman, the Treasurer, the Secretary and one designated Committee member. The Committee shall be empowered to make such other investments as it deems fit.
  - (ii) The Committee shall cause accounts to be kept of the assets and liabilities, receipts and expenditure of the Association. The books of accounts shall be kept at the office of the Association, or at such other place as the Committee thinks fit and shall be open to inspection by members of the Association.
  - (iii) The accounts of the Association shall be subject to an annual independent review by a professionally qualified accountant and presented to the members at the Annual General Meeting. Additionally any member may request a copy 14 days prior to the AGM.
  - (iv) The professionally qualified accountant shall be appointed at the Annual General Meeting.
  - (v) The financial year of the Association shall begin on the first day of February and end on the thirty first day of January in every year.
  - (vi) No member shall incur any liability, financial or otherwise, in the name of the Association without the authority of two of the officers, of whom one shall be the Chairman. Any such authority shall be limited within the sum of Five Hundred Pounds. This clause shall not preclude the normal financial transactions concerned with Association shows.
16. **Subscriptions** - The annual subscriptions shall be such amount as agreed by the members in General Meeting and notified to the Kennel Club. Subscriptions shall be payable on election and subsequently on the first day of February in each year.

No member whose subscription is unpaid, or only partially paid, is entitled to any of the privileges of membership and if the member fails to pay outstanding dues by the first day of April her name shall automatically be erased from the members list. Re-instatement will be dependant upon payment of arrears or a new application for membership.

- 17 **Annual General Meeting** – The Annual General Meeting, notice of which may be given to members in writing or by announcement in Dog World and Our Dogs canine press publications, shall be held before the end of June in every year. At least three weeks notice shall be given of such meeting.
18. **Election of Committee** –
- (i) Committee members shall each be elected to serve for a term of three years.  
  
In the year 2007-2008 the Committee shall comprise no more than 18 elected members  
In the year 2008-2009 the Committee shall comprise no more than 17 elected members  
In the year 2009-2010 the Committee shall comprise no more than 16 elected members  
In the year 2010 and thereafter, the Committee shall comprise of 15 elected members.
  - (ii) In the event that a Committee member vacates office during any year the office shall remain vacant until the next General Meeting. The lady at that time elected to the Committee receiving the lowest number of votes shall be deemed to have filled the vacancy, and accordingly shall complete the unexpired term of the replaced member.
  - (iii) The retiring members of the Committee shall be eligible and automatically nominated for re-election.
  - (iv) At least six weeks prior to the Annual General Meeting the Secretary shall circulate all members with a request for any nominations for the Committee.
  - (v) Any new candidates for the Committee must be nominated in writing by two members. No member may make any nomination until she has been a fully paid-up member for three consecutive years nor may any lady stand for election or make nominations unless the current year's subscription has been paid in full. No member may nominate more than two candidates.
  - (vi) No more than one member of a family, household or partnership shall serve on the Committee at the same time.
  - (vii) Nominations must be received by the Secretary by a given date which shall be at least four weeks prior to the Annual General Meeting.
  - (viii) As soon as practicable after nominations have closed the Secretary shall prepare a voting paper showing the names of the candidates (and in the case of new candidates the names of their nominators) together with the attendance record of the retiring members during the previous year.
  - (ix) At least three weeks prior to the Annual General Meeting the Secretary shall send to each member a voting paper and an envelope for its return to the Association's professionally qualified accountant. Voting papers must reach the scrutineer by a given date which shall be at least ten days prior to the Annual General Meeting.
19. **Meeting notices** - Any notice shall be deemed to have been served on the day on which it was posted. Any member residing outside the United Kingdom may give an address within the United Kingdom where notices may be served.
20. **Annual General Meeting** – At the Annual General Meeting in each year the following business shall be transacted:-
- (i) To notify the composition of the Committee for the ensuing year.
  - (ii) To receive the Chairman's report.
  - (iii) To receive the Treasurer's report together with the audited accounts and balance sheet.
  - (iv) To elect the President and Vice-President(s).
  - (v) To elect the Treasurer.
  - (vi) To elect the auditor(s)

- (vii) To discuss resolutions duly placed on the agenda of which at least four weeks prior notice has been given to the Secretary. No business shall be transacted at the Annual General Meeting unless notice thereof appears on the agenda, with the exception of routine matters or those which, in the opinion of the Chairman of the meeting, are urgent.  
The President or Vice-President may take the chair at the Annual General Meeting failing which a Chairman for the meeting may be elected from those present.

21. **Special General Meetings** – A Special General Meeting shall be summoned by the Secretary if thirty five members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The Committee of the Association is also empowered to call a Special General Meeting. No business other than that detailed on the agenda can be discussed at a Special General Meeting. Members shall be notified in writing of the place, date and time of such a meeting. 10 members shall form a quorum.
22. **Amendments to rules** – The rules of the Association may not be altered except at a General Meeting, the agenda for which contains specific proposals to amend the rules. Any proposed alteration to the rules shall not be brought into effect until the Kennel Club has been advised and approved the alteration. New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately and be included in the Association’s Constitution with effect from the Annual General Meeting.
23. **Annual returns to the Kennel Club** – The officers acknowledge that during the month of January each year, Maintenance of Title fee will be forwarded to the Kennel Club by the Secretary for the continuance of registration and that by the thirty first of July each year, other returns, as stipulated in Kennel Club regulations 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 of Secretary of the Association which may occur during the course of the year.
24. The Association shall not join any federation of societies or clubs.
25. The Kennel Club is the final authority for interpreting the Rules and Regulations of the Society in all cases relative to Canine or Society matters.
26. No person whilst an undischarged bankrupt may serve on the committee of or hold any other office or appointment with a Kennel Club Registered Society.

*This Constitution was approved and adopted by members in General Meeting on 1<sup>st</sup> June 2015.*