

# **The Pinscher Club of Great Britain**



## **Constitution and Rules**

*Revised 1998*

## **INDEX**

1	CLUB NAME AND OBJECTIVES	3
2	CONSTITUTION	3
3	ADMINISTRATION & MANAGEMENT	3
4	OFFICER OR COMMITTEE VACANCY	4
5	ELECTION OF CLUB OFFICERS	5
6	ELECTION OF COMMITTEE MEMBERS	5
7	TRAINING SUB COMMITTEE	5
8	POSTAL BALLOT	5
9	REMOVAL OF OFFICERS OR COMMITTEE MEMBERS	6
10	MEMBERSHIP	6
11	CONDITIONS OF MEMBERSHIP	7
12	WITHDRAWAL FROM MEMBERSHIP	8
13	MEETINGS	8
14	EXPULSION & APPEAL	10
15	CLUB SHOWS	10
	AMENDMENTS TO RULES	11

## **1. CLUB NAME AND OBJECTIVES**

The Club shall be called The Pinscher Club of Great Britain, hereinafter referred to as 'The Club'. Its objectives are:

- To encourage interest in the Pinscher as a breed, bearing in mind that the Pinscher is a working dog.
- To maintain and improve the standard of the breed.
- To run licensed shows and other events under Kennel Club Rules and Regulations
- To encourage and create training opportunities for the breed.

## **2. CONSTITUTION**

The Club shall consist of an Honorary President and:

- Four Officers namely Chairperson, Vice Chairperson, Secretary and Treasurer.
- Plus a minimum of five but no more than a maximum of ten Committee Members.
- An unlimited number of Ordinary Members, Junior Members, Overseas Members and Honorary Life Members.

## **3. ADMINISTRATION AND MANAGEMENT**

### **3.1 KENNEL CLUB AUTHORITY**

The Kennel Club is the final authority for interpreting the rules and regulations of the Club and in all canine or Club matters.

### **3.2 MAINTENANCE OF TITLE**

The Officers acknowledge that during the month of January each year Maintenance of Title fee to the Kennel Club will be made by standing order.

### **3.3 ANNUAL RETURNS.**

By the 31st July each year the following returns, must be made to the Kennel Club, regardless of whether any changes have been made to the list of Officers or Committee Members, Rules etc.

- A list of current Officers and Committee with their addresses and telephone numbers.
- 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 AGM of the Club.
- A copy of the current rules highlighting any approved amendments.
- A request for authority to hold Club shows during the coming year and a list of Shows held during previous year.
- A list of members and addresses.
- Club judges list.

### **3.4 FEDERATION OF CLUBS**

The Club shall not join any Federation of Societies or Clubs, other than the FCI.

### **3.5 OFFICERS AND COMMITTEE DUTIES**

3.5.1 The Club shall be administered and managed by the Club's Officers and Committee in accordance with the provisions of these rules. The Officers and Committee shall have power to deal with any question relating to the management of the Club not provided for in these rules.

3.5.2 The Officers also acknowledge their duty to inform the Kennel Club of any change of Secretary of the Society which may occur during the course of the year.

### 3.6 RULE ALTERATIONS

The Rules of the Club may not be altered except at an Annual General Meeting (AGM) or a Special General Meeting (SGM), notice of which include details of the proposal to alter the rules. Such alteration shall not be brought into force until the Kennel Club has been advised and has given its approval to the alteration. New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately and be included the Club`s constitution with effect from the Club`s AGM .

### 3.7 CLUB ACCOUNTS

3.7.1 The financial year of the Club shall be from 1st January to the 31st December In each year.

3.7.2 A bank account shall be opened in the name of the Pinscher Club of Great Britain into which all revenue of the Club shall be paid. Withdrawals shall only be made on the signatures of Treasurer and Secretary or Chairperson, provided the two signatories are not husband and wife or bona fide partners.

3.7.3 All reasonable expenses incurred by an Officer or Committee Member or any member on behalf of the Club, with authority from the Committee, shall be defrayed out of the funds of the Club.

3.7.4 Each year the following accounts must be prepared, audited and adopted by the Membership at the AGM. The Annual Statement of Accounts will be available for inspection by members at the AGM. A copy of accounts can be forwarded, on request, to members. A financial statement showing separate detailed income and expenditure to be presented in respect of the following:-

- Assets and depreciation at 50% for the 1st year and 100% after two years.
- General Revenue Account.
- Revenue Account for each respective show.
- Balance sheet showing the financial position of the Club.

### 3.8 WINDING UP

3.8.1 In the event of the Club ceasing to exist for any reason a meeting shall be called. The meeting to decide upon the disposal of any assets after all outstanding liabilities have been discharged.

3.8.2 The Kennel Club shall be notified as soon as a decision is made to wind up the Club. Within 6 months of such date they shall be supplied with a final statement of the accounts and a record showing the disposal of all the Club property.

## 4. OFFICER OR COMMITTEE MEMBER VACANCY

4.1 Should there be a vacancy among the Officers or Committee, the position shall be filled at the following AGM, but the person elected to fill that position shall

only be elected for the remainder of the original term before having to seek re-election.

- 4.2 If the serving Committee deem it necessary, however, it may enrol an Officer or Committee Member. Any Officer or Committee Member so enrolled shall only serve until the next AGM, but will be allowed to present themselves for election in the normal manner.
- 4.3 Notwithstanding 4.2 above, the Committee shall not enrol more than one Officer or two Committee Members.

## **5. ELECTION OF CLUB OFFICERS**

- 5.1 The announcement of Officers will take place at the AGM. Election by postal ballot is only necessary where a position is contested. See rule 8 (Postal Ballot)
- 5.2 Nominations for Office must be sent in writing to the Club Secretary at least twenty-eight before the AGM and must be signed by the proposer, seconder and also by the nominee.
- 5.3 No individual who has been a member of the Club for less than two years may be elected as an Officer.
- 5.4 No person whilst an undischarged bankrupt may serve on the committee or hold any other office or appointment within a Kennel Club registered Society.

## **6. ELECTION OF COMMITTEE MEMBERS**

- 6.1 The announcement of Committee members will take place at the AGM. Election by postal ballot is only necessary where committee positions are in contention.
- 6.2 Nominations for Committee must be sent in writing to the Club Secretary at least twenty-eight days before the AGM and must be signed by the proposer, seconder and also by the nominee.
- 6.3 No individual who has been a member of the Club for less than one year may be elected onto the Committee.
- 6.4 Serving Officers and Committee members shall be eligible for re-election to the committee annually and must signify, in writing, their willingness to be re-elected.
- 6.5 The Honorary President shall be eligible for re-election every two years

## **7. TRAINING SUB COMMITTEE**

If the Committee so decide, they can appoint a sub-committee consisting of two or more Committee members. It will be their duty to organise and manage the training activities of the Club. All decisions made by the sub-committee must be approved by the Club Committee.

## **8. POSTAL BALLOT**

### **8.1 DETERMINATION OF REQUIREMENT**

Where no position is being challenged for Officers, Committee or Presidency of the Club, then no postal ballot shall be required for that year. If so required, the following shall be the rules covering the postal ballot:-

#### **8.1.1 Issuing**

- The Issuing Officer shall be the Club Secretary. Ballot papers to be issued to all eligible members 21 days before the date of the AGM.

### 8.1.2 Returns

- All ballot papers to be received by the Returning Officer, (appointed by the Committee). The papers must be returned in the envelope provided and postmarked at least 11 days before the AGM.
- The Ballot papers shall provide the names and addresses of all nominees. In the case of sitting members seeking re-election the papers must show the total attendance at the previous year's committee meetings to which the member has been called.
- All ballot papers to bear a serial number which will correspond to the Member's receipt number for that year.
- every ballot paper to be signed by the member to whom it is issued.

### 8.1.3 Rejections

A ballot paper shall be rejected and shall not be counted if:

- It is not received by the returning officer on or before the day specified on the ballot paper.
- It is not returned by pre paid letter post in the official marked envelope. The said envelope should be securely sealed.
- It has recorded on it more votes than the number to which the member is entitled.
- It bears the signature of a member not qualified to vote.

### 8.1.4 Counting

- The counting of all ballot papers will be carried out by the Returning Officer. A detailed account of all votes cast to be submitted to the Club Secretary in a sealed envelope. The envelope shall not be opened until the relevant item on the Agenda of the AGM is reached.

## 9. REMOVAL OF OFFICERS/COMMITTEE MEMBERS

- 9.1 Any officer or Committee member who fails to attend two consecutive meetings may be removed from office by a majority decision of all the other Officers and Committee members present at the meeting.
- 9.2 Any Officer or Committee member who has brought the Club into disrepute, or behaved in a manner inconsistent with their position within the Club, may be removed from office or from Committee. Such removal is by the unanimous decision of all the other Officers and Committee members, actually elected and serving on the Committee, at the time the meeting is held.

## 10. MEMBERSHIP

### 10.1 SUBSCRIPTIONS

- 10.1.1 Annual subscriptions become due on 1st January each year. The amount shall be decided by the Membership at the preceding year's AGM. Current subscriptions are £3.50 single, £5.00 join (standard) and £0.50 for Junior membership. The subscription of Overseas Members shall be double the standard membership fee in force at the time.
- 10.1.2 The membership fee paid by new Members joining the Club after the 30th September in any year shall carry their membership forward until 31st December of the following year.
- 10.1.3 A Member whose subscription remains unpaid beyond the AGM, following the due date, will be removed from the list of Members. Any

Member whose name is so removed must re-apply for membership in the normal manner. Candidates for Ordinary Membership and Overseas (non-voting) Membership, must be 18 or over, shall apply in writing to the Club Membership Secretary. Each application, which must be supported by two fully paid-up Members, a proposer and seconder, will be considered by the Committee who reserve the right to refuse membership.

## 10.2 MEMBERSHIP

- 10.2.1 No member is entitled to vote until they have completed six months membership from the date of acceptance.
- 10.2.2 Junior (non voting) membership is open to young persons under the age of eighteen.
- 10.2.3 Ordinary Members may submit recommendations for Honorary Life Membership in writing to the Secretary 28 days before the AGM. These will be put to the membership at the next AGM and will require a 90% majority of those attending.
- 10.2.4 The names and addresses of all Members will be entered in a register which will be kept by the Membership Secretary.

## 11. CONDITIONS OF MEMBERSHIP

11.2 All members must abide by the constitution and rules of the Club, the Kennel Club and the CODE OF ETHICS as follows:

- 11.2.1 All Officers, Committee Members and Members are required to adhere to this Code of Ethics.
- 11.2.2 Breeders are to keep accurate breeding records and provide registration papers and pedigrees.
- 11.2.3 All stud services and sales arrangements shall be mutually agreed upon, stated in writing and signed by all parties involved.
- 11.2.4 All advertising shall be honest, not mis-representative or fraudulent.
- 11.2.5 Maintain best possible standards of canine health.
- 11.2.6 Encourage testing for hereditary defects and communicable diseases within the breed.
- 11.2.7 Only Kennel Club registered Pinschers to be used for breeding.
- 11.2.8 All dogs offered at stud shall be in good health and free from communicable disease and will not mate a bitch in contravention of 11.2.9.
- 11.2.9 No bitch shall be bred from more than once per 12 calendar months nor whelped prior to 2 years of age. No maiden bitch (i.e. a bitch who has not whelped) should be mated over the age of 5 years. All bitches should be in good health and free from communicable disease. No bitch shall be whelped after 7 years of age. KC ruling follows:
  - The KC will not normally register litters born to bitches which are eight years old (ie over seven years old) when the litter is born.
  - Special permission to mate a bitch to whelp during her eighth year may be sought. However, permission must be granted before a mating takes place.
  - The KC will only grant permission in exceptional cases. Accidental matings are not considered valid reasons for registering litters.

- 11.2.10 Honestly evaluate the quality of all Pinschers and fairly represent that evaluation. For any puppies that appear to be sub-standard the following options are available to them:
- No breeding contract signed and endorsed by the KC, or papers withheld.
  - An agreement in writing by both parties to spay or castrate at an appropriate age.
  - Euthanised on veterinary advice.
  - No puppy shall leave the breeder under 8 weeks of age.
  - Breeders should maintain an interest in the welfare of all dogs that they breed at all times and, if possible/practical, assist in the re-homing of these when necessary.
  - Furnish records to each buyer of all inoculations and worming, pedigree and Kennel Club registration and/or transfer documents. Unless a written agreement is made at the time of sale that KC registration papers be withheld.

## **12. WITHDRAWAL FROM MEMBERSHIP**

Members may withdraw from the Club by giving notice, in writing, to the Secretary. Any Member leaving the Club shall remain liable for all subscriptions, debts due and not already paid, including that due for the then current year. They shall not be entitled to receive back any money paid to or on account of the Club during Membership, or have any claim against the Club, except under Rule No 3.6 (Club Accounts). All trophies held by the member are to be returned to the Trophy Steward.

## **13. MEETINGS**

### **13.1 GENERAL MEETINGS & ANNUAL GENERAL MEETINGS**

- 13.1.1 There shall be General Meetings as often as the Committee deems necessary.
- 13.1.2 An AGM shall be held each year not later than 1st June:
- To receive the reports of the Chairperson, Secretary and Treasurer.
  - To elect Officers and Committee Members.
  - To discuss any matter that appear on the Agenda.
  - To discuss any competent business. Competency to be decided by the meeting and agreed by the Chairperson.
- 13.1.3 A notice convening an AGM or General Meeting shall be sent to each Member not less than 42 days before that meeting. This notice shall state the date, time and place of the meeting and shall contain the closing date for nominations and agenda items. This date shall not be less than 28 days before the meeting.
- 13.1.4 Fifteen Members including ten Ordinary Members actually present shall form a quorum. At an AGM or General Meeting the same procedure will apply. Voting at all meetings shall be by a simple majority. The Election of Officers and Committee at the AGM shall either be by vote or ballot of those Members present. Items submitted for the agenda must be duly proposed and seconded by fully paid-up Members.
- 13.1.5 Printed Agendas, minutes of the previous AGM or General Meeting, shall be posted to all members not less than seven days before the date of the meeting.

- 13.1.6 No business shall be transacted at the AGM unless notice thereof appears on the Agenda, with the exception of routine matters or those which in the opinion of the Chairperson are urgent.
- 13.2 SPECIAL GENERAL MEETING
- 13.2.1 A Special General Meeting must be summoned by the Secretary if 10 members send in written and signed application stating the subject to be discussed. This meeting to be convened within 6 weeks of receipt of application. Members shall be notified by the Secretary in writing of the date, time and place 14 days in advance of the meeting. In the case of an SGM to consider expulsion, the Secretary shall take additional action as under Rule 14 (Expulsion).
- 13.2.2 No other business other than the subjects named shall be brought before a SGM.
- 13.2.3 Any notice under these rules shall be sufficiently served if posted and addressed to members at their last known address.
- 13.3 COMMITTEE MEETINGS
- 13.3.1 The Officers and Committee will meet as often as deemed necessary for the proper management of the Club but in any case not less than twice per year. Committee Meetings will be called by the Secretary. At least 28 days advance written notice must be given to all Committee members stating the date, time and place of the meeting.
- 13.3.2 At a Committee meeting, the quorum shall consist of at least two Officers and five Committee members actually elected and serving on the Committee at the time the meeting is held.
- 13.3.3 With the exception of the Chairperson, each Officer and Committee Member have one vote. The Chairperson shall only have a casting vote to be used as required. In the absence of the Chairperson and Vice Chairperson, the casting vote shall pass to the President or Secretary as agreed by those present.
- 13.3.4 At the first committee meeting after the AGM the committee will appoint from within their number a Membership Secretary, Show Manager and Trophy Steward.
- 13.3.5 All Officers and Committee members to regard any items discussed in committee meetings as confidential - unless agreed otherwise.
- 13.3.6 The Committee have the right to co-opt persons to a meeting for a specific purpose only. They shall attend for that specific item on the agenda, have no voting rights and on completion of their contribution shall leave the meeting.
- 13.4 MINUTES OF ALL MEETINGS (As above)
- 13.4.1 The minutes, kept in a minute book, of the proceedings of all meetings shall be kept by the Secretary. The minutes of the last meeting shall be read out at the commencement of the next meeting. After any amendments have been made the minutes to be formally proposed and accepted by vote.

## **14. EXPULSION AND APPEAL**

- 14.1 Any member who shall be suspended under Kennel Club Rule A42.j. (4) and/or any member whose dog(s) is/are disqualified under Kennel Club Rule A42.j. (8) shall ipso facto cease to be a member of the Club for the duration of the suspension and/or disqualification. Should the club fail to terminate the membership of a person suspended and/or disqualified under the above Kennel Club Rules the Officers and Committee members may be dealt with under Kennel Club Rule A42.
- 14.2 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, the Committee of the Club may, at a meeting the notice convening which includes as an object the consideration of the conduct of the member, determine that a SGM shall be called for the purpose of passing a resolution to expel the member.
- 14.3 Notice of the SGM shall be sent to the accused member concerned giving particulars of the complaint and advising of the date, time and place of the meeting that he/she may attend and offer an explanation.
- 14.4 If at the SGM a resolution to expel is passed by a two-thirds majority of the members present and voting, the members name shall forthwith be erased from the list of members and he/she shall thereupon cease for all purposes to be a member of the Club. The Club must report the suspension or expulsion of any member, in writing, to the Kennel Club within seven days and supply particulars if required. Within two calendar months, from the date of such meeting, the person may appeal to the Kennel Club subject to such conditions as the Kennel Club may impose.

## **15. CLUB SHOWS**

### **15.1 JUDGES**

- 15.1.1 Judges' names may be placed onto the Club's 'A' or 'B' judging lists upon completion of the Club's questionnaire.
- 15.1.2 Acceptance of the judges, onto the lists, is by secret ballot of the committee.
- 15.1.3 Judges for the Club shows will only be appointed by the members at a AGM by a majority vote.
- 15.1.4 In the event of judges, appointed at a AGM, being unable to fulfil the appointment the committee has the authority to appoint a substitute judge.

### **15.2 TROPHY STEWARD**

- 15.2.1 A Trophy Steward shall be appointed from the Committee.
- 15.2.2 The steward will be responsible for calling in trophies prior to shows, also keeping records and signatures of the recipients to whom they are awarded.
- 15.2.3 The Committee shall decide upon the value and the nature of the prizes to be offered at the various shows.
- 15.2.4 All cups and trophies donated to the Club shall be the sole property of the Club and it is only under these conditions that they are accepted. The Club, whilst respecting the wishes of the trophy donor, reserve the right to re-allocate or dispose of such trophies should they find it necessary.
- 15.2.5 Potential trophy donors should first contact the committee for approval. Unsolicited trophies will only be accepted at the committee's discretion.
- 15.2.6 Cups and trophies shall be confined to members of the Club, unless specifically stated by the donor.

**LIST OF AMENDMENTS**

Date	Amendment No.	Description
------	---------------	-------------

---

Date	Amendment No.	Description
------	---------------	-------------

---