



CLUB RULES

1.0 TITLE AND AIMS

The club shall be called the "Asian Cat Association" hereafter referred to in these rules as "The Club" which shall be a non-profit making association.

The objectives of the Club, which shall be the aim of all members, shall be:-

- a) to promote the welfare of all cats.
- b) to further the correct breeding and care of the Asian Group of cats.
- c) to disseminate information on the Asian cat.
- d) to provide a friendly and democratic forum on breed-related issues.

2.0 MEMBERSHIP

- a) The club shall consist of an unlimited number of paid-up Members, Junior Members and Honorary Members.
- b) Applications for membership shall be made in writing and shall be signed by the applicant and countersigned by a member of The Club and may be accepted or rejected at the discretion of the committee.
- c) Honorary members shall be persons who, in the opinion of the committee, maybe, or have been of exceptional service to the club. They shall not be eligible to vote at any Club meeting and shall not be eligible for election as committee members or as officers of The Club.
- d) Membership of the Club shall imply acceptance of the rules of The Club and of the rules and constitution of the Governing Council of the Cat Fancy.
- e) Any member who is convicted of an offence involving cruelty to an animal shall be expelled from membership and shall not be eligible for re-election. No person so convicted shall be eligible for membership of The Club.
- f) Any member suspended under Article 12 of the Constitution laid down by the GCCF thereby ceases to be a member of The Club but may apply for re-election after the period of suspension. Re-election will be at the discretion of the committee.

3.0 SUBSCRIPTIONS

- a) The initial fee and annual subscription for the following year shall be decided at the Annual General Meeting by a majority of members present and voting.
- b) The annual subscription shall fall due on the 1st January each year. Any member who has not paid their subscription by 1st April shall be sent a reminder by the Honorary Treasurer, a member failing to pay the subscription by 1st May shall be considered a lapsed member and a new initial fee shall be required for re-election.
- c) The first annual subscription of a new member shall become due on election, except for new members joining after 30th September in any year when this payment shall also cover the annual subscription for the following year.

4.0 MANAGEMENT

- a) The Officers of the Club shall be
 - a. President
 - b. Chairman
 - c. Vice-Chairman
 - d. Hon. Secretary
 - e. Hon. Treasurer
- b) The office of President shall be honorary and no duties shall be imposed upon him/her except that they are in sympathy with the aims of The Club.
- c) The Chairman, Hon. Treasurer and Hon. Secretary shall hold office for a period of three years and may be eligible for re-election at the end of those years. The Chairman shall not serve a continuous term of office exceeding six years but may remain on the Committee to complete his/her term of election. The Chairman, Hon. Treasurer and Hon. Secretary shall be elected at the AGM by members and the Vice-Chairman, who must be a member of the Committee, at the first committee meeting after the AGM.
- d) The Chairman shall only have a casting vote; this rule shall apply to the Vice-Chairman or any other person taking the chair.
- e) The office of Chairman, Hon. Treasurer and Hon Secretary shall become vacant in rotation over a three-year period.
- f) Any member who is currently serving on the committee of another club specialising in the Asian Breed shall not serve as a member of the committee of The Asian Cat Association.

5.0 THE HONORARY SECRETARY

The Secretary shall :

- a) Conduct correspondence on behalf of the club.
- b) Give every member and honorary member 21 days' notice of the AGM and committee members' 21 days' notice of committee meetings, together with an agenda.
- c) Keep minutes of all meetings, which shall be circulated and submitted for confirmation at the next meeting.
- d) Render an annual report to the AGM.
- e) Perform any other duties requested by the Committee or AGM.

6.0 HONORARY TREASURER

The financial year shall run from 1st January to 31st December

The Treasurer shall :

- a) Hold all monies on behalf of The Club in accounts opened on the authorisation of the committee.
- b) Deposit all funds in The Club account.
- c) Render independently examined accounts to the AGM. The accounts shall be examined by a suitably qualified person appointed by the Committee.
- d) Defray all expenses properly incurred by The Club in an authorised manner.
- e) Amounts of more than £100 must be authorised by the committee and recorded in the minutes, except where the expenditure is within the agreed annual budgets.

- f) All cheques to be signed by any two of the following Chairman, Vice-Chairman, Hon. Treasurer and Hon Secretary.
- g) Maintain an up to date list of the members of The Club.

7.0 THE MEMBERSHIP SECRETARY

The Membership Secretary, who shall be appointed by the committee shall :

- a) Send each new member a copy of the rules together with all relevant documentation.

8.0 THE COMMITTEE

- a) The affairs of The Club shall be directed on behalf of the members by a committee of eleven including the four officers. A quorum shall consist of one officer and three members.
- b) Only fully paid up members shall be eligible to serve on the committee. Each member shall serve for three years and then be eligible for re-election. Nominations for the Committee shall be forwarded to the secretary prior to the AGM. Each nomination should be put in writing by the proposer and seconder together with acceptance and a brief outline of the nominee's experience in the Cat Fancy all of whom must be fully paid up members. Each member may only propose or second one nominee per vacancy.
- c) To fill any vacancy the committee shall have the power to co-opt a member to complete the period of service of the member whose resignation or death caused the vacancy.
- d) The dates of meetings for the current club year and the following year's AGM shall be decided at the first committee meeting after the AGM.
- e) At all committee meetings all matters shall be decided by a simple majority vote. On points of order the Chairman's decision is final.

9.0 POWERS OF THE COMMITTEE

- a) The administration of the Club shall be vested in the Committee.
- b) The committee will meet a minimum of three times a year.
- c) All items for the agenda should be forwarded to the Secretary 28 days prior to the meeting wherever possible.
- d) The Committee will have the power to make bye-laws consistent with these Rules, to cover any matter arising in the management of the club, and to deal with any question not provided for in these Rules.
- e) The committee shall be empowered to arbitrate in disputed matters.
- f) Approve the election of new members.
- g) Suspend or expel any member whose conduct it considers to have been in any way derogatory or injurious to the welfare of cats or The Club, subject to an appeal to the general body of members at a general meeting.
- h) The committee will have the power to call Video Meetings for both AGM and Committee meetings, instead of face to face meetings should they be considered by the committee to be more convenient and inclusive. All rules regarding the governance of the meetings will remain as per face to face meetings e.g.
 - Notice period – the amount of notice you are required to give informing members of an AGM (defined in the Rules) and how to join the meeting
 - Quorum – Number of members that need to be present for meeting to be valid also known as quorum
 - Purpose – the type of information to be reviewed at the AGM (although items that are not time sensitive could be deferred to a subsequent meeting if felt appropriate)

- Procedure – the procedure for voting or electing new board members (although delivery of this might differ)

10.0 ALTERATIONS TO RULES

The members at an Annual General Meeting may amend these rules in the following manner:

- a) Amendments or alterations must be received in writing by the Hon. Secretary proposed and seconded by fully paid up members 28 days before the AGM.
- b) Minor changes which do not substantially alter the rules will be carried by a two-thirds majority of the members present and voting.
- c) Major changes which substantially alter the rules will be put to a postal ballot all the members of the Club and require the approval of two-thirds of the votes cast.

11.0 AFFILIATION TO THE GCCF

The Club has affiliation to the GCCF. Except in the first year delegates shall be elected at the AGM by a majority of members present and voting and shall serve one year but shall be eligible for re-election.

12.0 GENERAL MEETINGS

- a) The Annual general meeting is to be held in the spring of each year. The meeting shall be held in the South-West. The Agenda will be sent to members at least 21 days before the meeting.
- b) An Extra-ordinary general meeting shall be called by the Secretary within 21 days on receipt of a written signed request of not less than 15 members and a cheque for £100, refundable if the motion is passed.
- c) In the absence of the Chairman and vice-Chairman, a Chairman shall be elected by the meeting.
- d) Honorary members shall be entitled to be present but not to vote.
- e) A Quorum shall consist of not less than 15 members.

13.0 SURRENDER OF BOOKS AND RECORDS ETC.

All officers and members of the Club who, under these rules, or in pursuance of the rules have custody of the books, documents, records, property or monies belonging to the Club shall, on request, surrender all monies and documents to the committee. The authority to sign cheques shall cease when a signatory resigns or is not re-elected to the committee.

14.0 DISSOLUTION OF THE CLUB

- a) Fourteen days' notice of any proposal to wind up the Club shall be given to every member.
- b) The proposed dissolution must be approved by a two-third majority of the votes cast.
- c) If the proposal is accepted the meeting will then arrange for the disposal of the Club funds and properties by taking proposals from the floor and deciding them on a straight majority.