

# **The Basset Griffon Vendéen Club**

**Rules - Revised 2023, ratified by Membership 2023, approved by KC 2023**

## **1. NAME AND OBJECT**

The Club shall be called the Basset Griffon Vendéen Club and its objects shall be:

- (i) to promote the well-being of the Basset Griffon Vendéen and to encourage responsible ownership of the breed, including adherence to the Kennel Club Code of Ethics and associated Basset Griffon Vendéen Club Guidelines
- (ii) to hold shows and to promote classes for Bassets Griffons Vendéens at other shows
- (iii) to encourage social events and outdoor activities for the breed.

The Club shall not join any Federation of Societies or Clubs.

## **2. MEMBERS**

The Club shall consist of an unlimited number of Members, whose names and contact details shall be stored securely, either electronically or manually, used appropriately by the Membership Secretary in cognisance of data protection requirements and made available for inspection by the Kennel Club and Members of the Society if so requested.

- (i) Any person applying for membership must be proposed by one fully paid up adult Member and seconded by another fully paid up adult Member, and their application brought before the Committee for their consideration and can be rejected without reasons being stated.
- (ii) Prospective Members who have applied and paid their subscription shall be entitled to exercise all rights of membership except that of voting at meetings until their application has been approved by the Committee. In the event of any application being refused the subscription shall be refunded and they will cease to be entitled to exercise any rights of membership.

There shall be five categories of membership:

1. *Honorary* - An individual who has given exceptional service to the Club or to the breed and who may be proposed by a Member or by the Committee for election to Honorary/Life Membership. Such proposal shall be put to the Committee for a vote. Such Member shall be exempt from payment of annual subscription and shall enjoy the privileges of the Club including the right to vote at a General Meeting and to hold office.
  2. *Single* - enjoying all the privileges of the Club, including the right to vote and to hold office. Must be 17 years of age or over.
  3. *Joint* - two individuals, one of whom must be of 17 years of age or over, living at the same address or who shall have joint ownership of, or interest in, the breed. They enjoy the privileges of the Club, including the right to vote and to hold office. Each Member is entitled to a separate vote, provided he/she is 17 years of age or over.
  4. *Junior* - Junior membership is open to all below the age of 17. Junior Members may automatically convert to regular membership upon reaching their 17<sup>th</sup> birthday. Junior members enjoy all the privileges of the Club except the right to vote and to hold office.
  5. *Overseas* - enjoying all the privileges of the Club, including the right to vote, with each Member of a joint membership entitled to a separate vote, but not to hold office. There shall be one annual subscription fee whether for single or joint membership.
- (iii) Any person applying for Membership will agree to abide by the Kennel Club Code of Ethics and associated Basset Griffon Vendéen Club Guidelines.

## **3. OFFICERS**

- (i) The Officers shall consist of the following: Chairman, Vice Chairman, Secretary and Treasurer who shall be ex-officio Members of the Committee. The Vice Chairman, Secretary and Treasurer shall have voting rights at any Committee meeting. The Chairman shall have a casting vote thereat.
- (ii) A President and one Vice-President shall be elected by the Committee and hold office for a period of three years, to be ratified at the following AGM. These shall also be entitled to hold Honorary/Life Membership and may attend meetings of the Committee in an advisory capacity but shall not be entitled to vote thereat.

## **4. COMMITTEE**

- (i) The management of the Club and control of all the affairs of the Club shall be in the hands of the Officers of the Club and by a Committee of twelve Members. A quorum shall consist of six Members, one of whom must be an Officer. Elected Members of the Committee shall serve for a period of three years and shall be eligible for re-election. Any Member co-opted to fill a vacancy shall have full voting rights at Committee meetings and be eligible to stand for election at the next Annual General Meeting.
- (ii) The Chairman, Secretary and Treasurer shall be elected by the Membership for a period of three years and shall be eligible for re-election on completion of their term of office.
- (iii) The Vice-Chairman shall be elected annually by the Committee from among the elected Members of the Committee at the first meeting after the Annual General Meeting.
- (iv) If an Office or place on the Committee shall become vacant during the period of service of the Officer or Committee Member causing the vacancy, any person elected at an Annual General Meeting to fill that vacancy shall serve only for the remainder of the period which that Officer or Committee Member would have served under rules 4(i) and/or 4(ii).
- (v) Meetings of the Committee shall be held as often as deemed necessary but at least one every six months.
- (vi) Any Officer or Member of the Committee failing to attend three consecutive meetings of the Committee without a reasonable explanation shall be deemed to have resigned.
- (vii) No person whilst an undischarged bankrupt may serve on the Committee of, or hold any other Office or appointment within, a Kennel Club Registered Society.

## 5. ELECTION OF OFFICERS AND COMMITTEE

- (i) Only paid up Members of the Club of three years standing shall be eligible to stand for election or re-election to any Office or for membership of the Committee. No two members of the same family shall hold Office at the same time and no one person shall hold more than one Office.
- (ii) If a person holding Office accepts nomination for another Office, he/she will be required to tender resignation to stand for that post. The Office previously held will be declared vacant in the Notice of the Annual General Meeting and open to nomination from other Members of the Club. Similarly, if a Member of the Committee should be proposed for an Office, then he/she will be required to tender resignation to stand for that post and his/her position on the Committee shall be declared vacant and the maximum potential Committee vacancies shall be declared in the Notification of the Annual General Meeting.
- (iii) All nominations shall be proposed and seconded only by fully paid up adult Members of the Club and shall be prepared and signed, together with nominee's signature indicating consent, and received by the Secretary by post by the date specified and not less than 35 days before the date of the Annual General Meeting.
- (iv) The election of Officers and Committee shall be made by ballot when there are more nominations than posts being filled. Electronic/Postal ballot shall be sent to all adult paid up Members and Honorary/Life Members at least 28 days before the Annual General Meeting which papers, duly completed by the Members, should be returned to the appointed independent Scrutineer at least seven days before that meeting. The Scrutineer shall pass the results to the Secretary in a sealed envelope for opening at the Club's Annual General Meeting. Such Scrutineer shall be appointed by the Committee in the course of general business.
- (v) In the event of more than one Committee vacancy so arising, the candidate receiving the most votes will occupy the place of the person with the longest term to be served and so on until all vacancies are filled.
- (vi) In the event of a tie in the ballot, the Chairman at the Annual General Meeting shall either have a casting vote or put the matter to the Members present for a further ballot as the Chairman shall decide.

## 6. SUBSCRIPTIONS

- (i) The annual amount shall be agreed by Members in General Meeting and notified to the Kennel Club. Subscriptions shall be payable on joining and thereafter are due on each 1 January and must be paid by 31 January.
- (ii) Any person who applies for membership and pays their subscription after 1 October will be deemed to have paid for the following year also.
- (iii) Should a Member's subscription not be paid by 31 January in any year that Member will forfeit any rights to voting at that year's Annual General Meeting. The Membership Secretary shall contact him/her requesting payment and, if the subscription is not received by the Membership Secretary or Treasurer by 28 February of that year, unless the Member can provide an explanation acceptable to the Committee, membership will be deemed to have lapsed and he/she shall cease to be a member of the Club.

## 7. VOTING RIGHTS

- (i) Each adult Member shall be entitled to one vote immediately upon acceptance of membership by the Committee.
- (ii) Proxy votes are not allowed at any General Meeting.

## 8. POWERS OF THE COMMITTEE

The Committee shall have the power to:

- (i) co-opt up to three Members, each of three years standing, in any one year and to fill vacancies as they arise.
- (ii) nominate a member of the Committee as Assistant Secretary should it be deemed necessary.
- (iii) elect a sub-committee or sub-committees and appoint non-Committee Members to assist in the general running of the Club.
- (iv) be responsible for compilation of the annual list of approved judges.
- (v) uphold the values of the Kennel Club Code of Ethics and associated Club Guidelines, which the Committee shall draw up and amend as may become necessary from time to time and which will be ratified by Members at a General Meeting, taking appropriate steps where any Member is found to be in breach thereof.
- (vi) deal with any matter affecting the Club and not provided for by these rules.

## 9. CESSATION OF MEMBERSHIP

- (i) Any Member who shall be disqualified under Kennel Club Rule A11.j.(5) and/or Kennel Club Rule A11.j.(9) shall ipso facto cease to be a Member of the Club.
- (ii) 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 interests of the Club, the Committee may, at a meeting, the notice of 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.
- (iii) 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/she may attend and offer an explanation. If, at the Meeting, a resolution to expel is passed by a two-thirds majority of the Members present and voting, his/her 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 except that he/she may, within two 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.
- (iv) No person who has been expelled or suspended from the Club shall be entitled to recover any portion of his/her subscription, or have any claim against the Club, its Officers or Committee.
- (v) Any expulsion of a Member for discreditable conduct in connection with dogs, dog shows or other competitions will be reported fully in writing to the Kennel Club within seven days.

## GENERAL MEETINGS

Agendas will be available on request 14 days beforehand.

### 10.1 Annual General Meeting

The financial year of the Club shall be from 1 January to 31 December. The Annual General Meeting shall be held before 31 May for the following purposes:

- (i) to receive the report of the Committee and the balance sheet
- (ii) to appoint or confirm an auditor for the ensuing year
- (iii) to receive the results of any electronic/postal ballot, including that for Officers and Committee
- (iv) to discuss any resolution duly placed on the agenda of which at least 28 days' prior notice has been given to the Secretary.

No business shall be transacted at an 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.

### 10.2 Special General Meeting

- (i) A Special General Meeting shall be called by the Secretary upon receipt of a requisition signed by at least 30 Members, stating the subject to be discussed and requesting a Special General Meeting to do so.
- (ii) Notice of such Meetings will be in writing to the Membership, who shall receive at least 35 days' notice.
- (iii) No other business than that detailed on the agenda can be discussed.

### 10.3 Voting at General Meetings

Voting shall be by a show of hands, or secret ballot if called for by the Chairman or any member present and as voted by the Membership present.

## 11. CLUB ACCOUNTS

(i) Bank accounts shall be held in the name of the Basset Griffon Vendéen Club into which all revenue of the Club shall be paid and from which withdrawal shall only be made on the signatures of two of the following: President, Chairman, Vice-Chairman, Treasurer, Secretary or by other security measures enabling the operation of internet banking to take place. This would normally be in the form of secure confirmation by any 2 of the aforementioned.

(ii) The accounts shall be kept by the Treasurer and certified annually by a qualified accountant or two unqualified individuals with accountancy experience and presented to the Members at the Annual General Meeting. The certified accounts will be made available on request to members fourteen days prior to the AGM.

## 12. PRIZES, TROPHIES ETC

The Committee shall decide upon the nature and value of prizes offered at its shows. Unless specified otherwise, Club trophies to be held by winners for a given period. Only fully paid up Members may hold Club trophies.

## 13. PROPERTY OF THE CLUB

The property of the Club shall be vested in the Committee.

### 13.1 Transfer of official documents and records

(i) Each Office holder must, on relinquishing his/her appointment, promptly hand to his/her successor in Office, or to a Committee member nominated by the Officers and Committee, all official documents and records belonging to the Club together with, on request from the Committee, any other property of the Club which may be in his/her possession. He/She must also complete promptly any requirements to transfer authority relating to control of the Club's bank accounts, building society accounts, or other financial affairs.

### 13.2 Winding Up of Club

- (i) In the event of the Club ceasing to exist, a final General Meeting shall be called to decide on the disposal of the Club's remaining assets.
- (ii) Any cups and trophies donated by Members of the Club are deemed to be given outright to the Club and be the absolute property of the Club, unless any direction to the contrary is made at the time of the gift.
- (iii) A final statement of audited accounts, including evidence of discharge of all expenses and liabilities of the Club, with a record of the disposal of any property of the Club shall be forwarded to the Kennel Club within six months, including names of responsible Officers and Committee of the Club.

## 14. AMENDMENT TO RULES

- (i) The rules of the Club may not be altered except at a General Meeting, the Notice for which contains specific proposals to amend the rules.
- (ii) Any proposed alteration to the rules may not be brought into effect until the Kennel Club has been advised and has approved the alteration.
- (iii) New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately.

## 15. ANNUAL RETURNS TO THE KENNEL CLUB

(i) The Officers acknowledge that during the month of January each year Maintenance of Title fee will be forwarded to the Kennel Club by the Treasurer or Secretary for continuance of Registration and that, by 31 July each year, other returns as stipulated in Kennel Club Regulations for the Registration and Maintenance of Title of Societies shall be forwarded to the Kennel Club. This shall include a declaration of the number of Members of the Club.

(ii) The Officers acknowledge their duty to inform the Kennel Club of any change of Secretary of the Club which may occur during the course of the year.

## 16. KENNEL CLUB AUTHORITY

The Kennel Club is the final authority for interpreting the rules of the Club in all cases relative to canine or Club matters and in handling any unresolved matters of dispute.