

# **LAGOTTO ROMAGNOLO ASSOCIATION**

## **ASSOCIATION RULES 2022**

### **1. NAME & OBJECTS**

- 1.1. The name of the Association shall be the Lagotto Romagnolo Association .
- 1.2. The object of the Association shall be for the benefit of its Members in the pursuit of increasing the knowledge of, the general improvement of, and the general welfare of the Lagotto Romagnolo in competition and general management, including, but not limited to: -
  - a) Basic domestic ownership, the KC General Code of Ethics and promotion of the Good Citizen Dog Schemes.
  - b) Training for competing, judging and stewarding in Showing, Working Trials, Working Tests, Obedience, pet obedience, Agility, Field Trials where demand is justified.
  - c) Encourage and promote the breeding of Lagotto Romagnolo of true type, temperament and working ability in accordance with the Kennel Club Breed Standard.
  - d) Increase and promote the understanding of all aspects of breeding (including pedigree and genetics).
  - e) Increase and promote the understanding of, and support research into, the health and general welfare of the Lagotto Romagnolo
  - f) Ensure a rescue service is provided for Lagotto Romagnolo within the area defined as that covered by the Association.
  - g) Organise Working Events (as in 1.2.b) and Shows
  - h) Organise seminars of an educational nature
  - i) Organise meetings of a social nature
  - j) Represent Members at higher levels in the Canine world.
- 1.3. The Association shall not be classed as a trading business, and will be structured in the most efficient manner allowable to comply with 1.2. All profits, income and donations from any source, function or activity shall be maintained for the benefit of Members as described in 1.2.

### **2. ELECTION AND RIGHTS OF MEMBERS**

- 2.1 The Association shall consist of an unlimited number of Members with single or joint membership
- 2.1.1 Each single Member and each Member of a Joint Membership shall have one vote immediately on approval of Membership. No proxy votes shall be allowed and voting shall be by secret ballot where specified or by show of hands at a Meeting if so decided by consensus. Unless otherwise specified the result of a simple majority shall determine voting.
- 2.1.2 All members shall abide by these rules, and those of the Kennel Club.
- 2.2 The Treasurer shall maintain a record of Members names and addresses and shall make this list available for inspection if so requested by the Members of the Association or the Kennel Club. This record shall also be included in the Annual Returns to the Kennel Club, as required.
- 2.3 Applications for Membership shall be made on the Association's official application forms. Applications shall be submitted to the Secretary for consideration and approval. No applicant (including additional applicants forming joint membership) shall be deemed a Member until payment of the appropriate subscription.
- 2.4 The Annual Subscription shall be such amount as is recommended by the Executive Committee and agreed by the Members in a General Meeting and notified to the Kennel Club.
- 2.5 An application approved and whose appropriate subscription is paid on or after 1st December will be granted membership to the end of the following subscription year.
- 2.6 Subscriptions are renewable on 1st April, any Member whose subscription renewal is unpaid by 1st June is not entitled to any of the privileges of membership and if the Member shall fail to pay outstanding subscriptions by 1st June his/her name shall be automatically erased from the register. Reinstatement to the register will be dependant upon a new application being submitted in accordance with these Rules.
- 2.7 Any Member may withdraw from the Club at any time on giving notice of 28 days to the Secretary provided that such Member shall be liable for his/her subscription for the current year in which notice is given and he/she shall have no further claim upon any property or funds belonging to the Club. Any property belonging to the club must be returned before notice can be accepted. This applies equally to any Member expelled.
- 2.7.1 Once membership has been accepted, provided subscriptions have been paid at the correct time, renewal of membership shall not be refused. With the exception of default on subscriptions, or resignation, a member may only be removed from the Club's register by following the procedure defined in section 8 of these Rules.
- 2.8 The Executive Committee may propose candidates for Honorary Life Membership but an offer shall not be made until ratified by the Annual General Meeting.

### **3. MANAGEMENT OF THE ASSOCIATION**

- 3.1 Management of the Association shall be the responsibility of an Executive Committee consisting of not more than ten (10) Members, plus three Officers of the Association, namely a Chairman, a Secretary and a Treasurer. Members may vote to elect a President at an AGM, if a suitable person is nominated (see 3.1.1.1).
- 3.1.1 The Chairman, Secretary and Treasurer shall retire every two years but shall be eligible for re-election by secret ballot, announced at the AGM.
- 3.1.1.1 Role of Ex Officio Officers.

The President of the Association is an Honorary role where the experience and standing of the person is utilised to assist the Officers of the Association and the Executive Committee and to promote the club and its aims generally.

The Chairman's role is to direct, manage and guide the Officers and Executive Committee in the day-to-day management of the Association and to lead the Association generally in following the current and future aims and objectives of the Association. The chairman is responsible for submitting an Annual Report of the Association's activities at the Annual General Meeting. The chairman (or his delegate) also has a casting vote in the event of a tie in all voting matters and is expected (but not compelled) to maintain the status quo in so doing.

The Secretary is responsible for the administration of the Association's Events and Meetings and is the primary contact for all correspondence with the Executive Committee. The Secretary is ultimately responsible for any devolved

secretarial duties. The Treasurer is responsible for all financial matters of the Association and ensures compliance with "best practice" accounting principles. This officer is responsible for tendering certified accounts at the Annual General Meeting. The Treasurer is ultimately responsible for any financial sub-committees.

- 3.1.2 One third of the Members of the Executive Committee shall retire annually but shall be eligible for re-election by secret ballot of all members if more additional nominations are received. If a completely new Committee is elected in any year, then one third candidates receiving most votes shall serve initially for three (3) years, the second third candidates receiving the next highest votes shall serve initially for two (2) year. There remainder will serve just one year.
- 3.1.3 Annually at the first Executive Committee Meeting after the AGM, the Executive Committee shall elect a Committee Member to act as Vice-Chairman to Chair meetings on the occasions of the absence of the Chairman. For rare occasions where neither can attend a meeting, a Vice-Vice-Chairman will be elected at that meeting. A secret ballot may be employed should there be more than one candidate.
- 3.1.3.1 Annually the Executive Committee shall elect all relevant posts. Should a non-committee member be co-opted onto the Executive Committee for any of these posts, they shall not be eligible to vote at Executive Committee Meetings and may be required to leave the meeting for non-relevant agenda items.
- 3.1.4 Not more than one person in a family or partnership can serve on the Executive Committee at the same time. Not more than one person in a family or partnership can serve as Officers at the same time
- 3.1.5 Meetings of the Executive Committee shall be held up to four (4) times a year or more frequently if necessary and five (5) Executive Committee Members (including the Officers) shall form a quorum for the transaction of business. Every meeting must have a Chairman/Vice Chairman and minutes must be taken.
- 3.1.6 In the event of the resignation of an Executive Committee Member during the year the Member next in order on the voting list for that year may be invited to join the Committee until the next Annual General Meeting. In the event of the resignation of an Officer during the year the Executive Committee may appoint an Executive Committee member as an Acting Officer until the next Annual General Meeting.
- 3.1.7 In the event that there are no unsuccessful candidates on the voting list for that year, or if the unsuccessful candidates are unwilling to serve, the Executive Committee may co-opt a Member to fill the vacancy until the next Annual General Meeting. If a co-opted Member wishes to stand for the vacancy for the next term he/she will require nomination in the manner detailed in rule 4.1.
- 3.1.8 The Executive Committee shall have power and authority to deal with any question or issue that may arise and is not provided for in these Rules.
- 3.1.9 Complaints from Members concerning any issue including the management of the Association should, in the first instance, be submitted in writing to the Secretary for consideration by the Executive Committee at its next Meeting. The Committee shall respond to any and all complainants within 10 days of the next meeting. All complaints will be acknowledged within 7 days of receipt.
- 3.1.10 The Kennel Club is the final authority for interpreting the Rules and Regulations of the LRA in all cases relative to Canine or LRA matters.

#### **4 ELECTION OF OFFICERS AND COMMITTEE**

- 4.1 Any fully paid up Member of the Association of one (1) years' standing may propose another fully paid up Member of one (1) year's standing for any office or for the Executive Committee provided that the name of the candidate (with their signature of willingness), together with the names and signatures of the proposer and seconder be notified in writing to the Secretary a minimum of 28 days before the Annual General Meeting.
- 4.1.1 Officers or Executive Committee Members who are standing for re-election shall not require proposing and seconding each year. For the purposes of this rule, an unsuccessful candidate who joins the Committee (see Rule 3.1.7) shall not be deemed to be standing for re-election.
- 4.1.2 No person whilst an undischarged bankrupt may serve on the Committee or hold any other office or appointment within the Association or within any other Kennel Club Registered Association.
- 4.1.3 Candidates for election to the Executive Committee will be appointed based on a simple majority vote by secret ballot of all members and announced at the Annual General Meeting.

#### **5 RUNNING OF THE DAY TO DAY AFFAIRS OF THE ASSOCIATION**

- 5.1 A Bank Account shall be held in the name of the Lagotto Romagnolo Association into which all revenues of the Association shall be paid. This Account may be supported by additional Accounts approved by the Executive Committee. All cheques and withdrawals shall require two signatures or online authorisations of approved signatories (which shall include the Chairman, the Secretary and the Treasurer, and any other Executive Committee Member appointed from time to time by the Executive Committee as appropriate). The latest bank account statement shall be presented at every Executive Committee Meeting.
- 5.1.1 The Financial Year of the Association shall be from the 1st day of April to the last day of March.
- 5.2. The Association's Accounts shall be certified annually by one qualified accountant or two unqualified individuals with accountancy experience. Those undertaking the certification must be independent from those who prepared the accounts.
- 5.3 The Officers acknowledge that during the month of January each year that the Maintenance of Title Fee shall be forwarded, as required by the Kennel Club, by the Secretary for the continuance of Registration and that by 31st July each year other returns, as stipulated in Kennel Club Regulations for the Registration and Maintenance of Title of Registered Societies, Branches of Registered Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities shall be forwarded to the Kennel Club.
- 5.4 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
- 5.5 The Executive Committee shall annually approve in accordance with current Kennel Club requirements a Association List of Judges whom it considers competent to officiate under Kennel Club Rules at Championship and Open Shows.
- 5.6 The Executive Committee shall have the power to: -
  - (a) Call a General meeting of the Association at any time provided that not less than twenty one (21) days notice in writing is given by the Secretary to every Member of the Association;
  - (b) Appoint sub-committees, which may include co-opted Members;
  - (c) Propose recommendations to the Membership of the Association at the Annual General Meeting;

- (d) Manage the general business of the Association;
  - (e) Approve or decline applications of membership to the Association;
  - (f) Represent the Association at Breed Council and Kennel Club or Kennel Club approved bodies.
- 5.6.1 A Finance sub-committee may be appointed by the Executive Committee and shall consist of at least three members of the Committee. Co-opted specialists shall be appointed if, as and when required.
  - 5.6.2 A Judging sub-committee shall be appointed in accordance with K.C. rules by the Executive Committee and shall consist of at least 25% Committee members and at least 75% people with relevant K.C. qualifications.
  - 5.7 The Executive Committee shall have the power to deal with all expenses incurred on behalf of Members and to defray a proportion of expenses necessarily incurred by Executive Committee Members in carrying out approved duties
  - 5.7.1 The Executive Committee shall consult the Membership before any extraordinary expenditure is made from the General Fund. The ordinary limit shall initially be set at £500 per item and reviewed at the Annual General Meeting.
  - 5.7.2 Items requiring extraordinary amounts of expenditure will be recommended to members in the first instance and will be paid subject to a majority vote approving such items. This may be performed by postal ballot or at a General Meeting.
  - 5.8 The Executive Committee shall have the power and authority to deal with any questions/issues which may arise and which are not clearly provided for in these Rules.
  - 5.9 The Association shall not join any Federation of Societies or Clubs. (Affiliation to B.A.S.C., O.R.B., and F.S.S. as a Group Supporter Organisation does not involve submission to any jurisdiction other than that of the Kennel Club and is not in breach of Kennel Club regulations and is therefore permissible.)
  - 5.10 The Executive Committee shall be accountable to the Kennel Club for the proper management of the Association, including disposal of assets as described in 7.3.1.

## **6 GENERAL MEETINGS**

### **Annual General Meeting**

- 6.1 The Annual General Meeting of the Association shall be held on a date to be determined by the Executive Committee but not later than 1st November. Preliminary notice of the Annual General Meeting shall be sent out to Members not less than six (6) weeks beforehand and any matter to be included on the Agenda must be received by the Secretary at least twenty-eight (28) days before the meeting. No business shall be transacted at the Annual General Meeting other than that which appears on the Agenda or items that, in the opinion of the Chairman of the Meeting, are urgent. ALL RELEVANT INFORMATION CONCERNING THE MEETING AND THE BUSINESS TO BE CONDUCTED WILL BE PUBLISHED ON THE WEBSITE AT LEAST 14 DAYS PRIOR TO THE MEETING. The quorum for all general meetings shall be 15, including if the Annual General Meeting is conducted by post, email or virtually in exceptional circumstances. Draft Minutes of the AGM will be published on the website, and shall be approved at the next General Meeting. Admission to any General Meeting may require proof of identity.
- 6.1.1 An Annual Report shall be drawn up by the Chairman in consultation with the Secretary covering all entities and activities of the Association and shall be presented at the Annual General Meeting for approval. Individual detailed reports (not requiring approval) from the various officers will follow the Treasurer's report.
- 6.1.2 Copies of the Association's Certified Accounts together with a copy of the Accountant Certifications shall be available at to the Membership on request 14 days prior to the AGM, at the Association's Annual General Meeting and published on the club website at least 14 days prior to the AGM. The Accounts of all entities set up by the Association will be presented to the relevant Annual General Meeting by the Treasurer for approval.
- 6.1.3 No resolution other than the adoption of the Chairman's report and the Audited Accounts as presented by the Treasurer shall be moved at the Annual General Meeting unless notice of a resolution signed by the Members who propose and second it has been received by the Secretary at least twenty eight (28) days before the Annual General Meeting. The Members shall be required to print as well as sign their names in order that the Secretary may check the validity of their Membership. The exact wording of the proposed resolution to be voted upon must be contained in the request to the Secretary
- 6.1.4 It is the duty of the Officers of the Association to ensure that the Kennel Club is aware of when the Association holds its Annual General Meeting and is notified of any subsequent amendments to that date.

### **Special General Meetings**

- 6.2 The Secretary shall be bound to call a Special General Meeting at any time if he/she shall be required to do so in writing by not less than 20% of the Membership as stated at the previous Annual General Meeting. Each signatory shall be fully paid up Members who have duly signed the request, which must stipulate the nature of the business, an Agenda including clearly worded resolutions, which shall be carried or rejected by simple majority voting by members present. The quorum for all general meetings shall be 15. The Members shall be required to print as well as sign their names in order that the Secretary may check the validity of their Membership. Changes to the Association's Rules shall be subject to Rule 6.3.1. Admission to any General Meeting may require proof of identity. The Committee of the Association is also empowered to call a Special General Meeting.
- 6.2.1 The Special General Meeting must be held within forty (40) days of the receipt of the request and not less than twenty-one (21) clear days notice shall be given in writing to the Members.
- 6.2.2 Notice to the Members must contain information concerning the Meeting and the business to be conducted, including exact wording of any proposed resolutions. AND WILL BE PUBLISHED ON THE WEBSITE AT LEAST 14 DAYS PRIOR TO THE MEETING.
- 6.2.3 No business other than that named in the notice may be discussed at the Meeting. No material amendments to resolutions shall be permissible after the Secretary has dispatched notice.
- 6.3 The Rules of the Association shall not be altered except at an Annual General Meeting or at a Special General Meeting, the notice for which shall contain specific proposals to amend the Rules. Any approved alteration shall not be brought into effect until the Kennel Club has been advised and approved the alteration.
- 6.3.1 New rules or amendments introduced by the Executive Committee specifically to meet Kennel Club requirements shall be adopted immediately by the Association and be included in the Association's Constitution at the Association's next General meeting. Notice of these rule changes will be made to all members as soon as possible.

## **7. PROPERTY OF THE ASSOCIATION**

- 7.1 Responsibility for the entire property of the Association shall be vested in the Executive Committee jointly.

- 7.2 Donations or bequests made to the Association or any legal entity set up by it and approved buy its members shall comply with the stated aims of the Association, within the constraints of English Law and relevant regulatory body. Where specific instructions conflict with these aims, donations or bequests may be declined. The Executive Committee/Trustees shall be authorised to decline or accept such donations or bequests.
- 7.2.1 Cups, Trophies and gifts donated to the Association shall be deemed to be outright gifts to the Association and the Donor shall be asked to sign a release to this effect.
- 7.3 In the event of the Association being wound up, the property shall, after all the Association's liabilities have been dealt with, be disposed of by the Executive Committee in the best interests of the Golden Retriever Breed. Any surviving separate entity set up by the Association may only continue operating subject to a majority vote of the Members at the Final General Meeting of the Association. Any separate entity set up by the Association not approved to continue operating shall be separately transferred/wound up in accordance with the relevant regulatory bodies or Trust Deeds and, where permissible, priority to Rule 1.2 shall be given.
- 7.3.1 On completion of the winding up of the Association a copy of the Final Audited Accounts together with a record of the disposal of the property of the Association and approved by members at a Final General Meeting shall be forwarded to the Kennel Club within six months and the persons named as Officers and Committee of the Association on the last return furnished to the Kennel Club shall be held responsible by the Kennel Club for the proper winding up of the Association.
- 8. EXPULSION OF MEMBERS.**
- 8.1 Any Member who shall be suspended under Kennel Club Rule A42j (4) and 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 LRA.
- 8.2 If the conduct of any Member shall, in the opinion of the Executive Committee of the Association be injurious or likely to be injurious to the character or interests of the Association, the canine world, Dog Shows, Trials or Competitions, the Executive Committee of the Association 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 him/her.
- 8.3 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 Association except that he/she may within two (2) 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. The Executive Committee shall, within 7 days of any expulsion, notify the Kennel Club in writing.
- 8.4 All Members of the Lagotto Romagnolo Association undertake to abide by its general Code of Ethics, as follows.

## **Code of Ethics.**

### **Club members:**

- 1) Will properly house, feed, water and exercise all dogs under their care and arrange for appropriate veterinary attention if and when required.
- 2) Will agree without reservation that any veterinary surgeon performing an operation on any of their dogs which alters the natural conformation of the animal, or who carries out a caesarean section on a bitch, may report such operation to the Kennel Club.
- 3) Will agree that no healthy puppy will be culled. Puppies which may not conform to the Breed Standard should be placed in suitable homes.
- 4) Will abide by all aspects of the Animal Welfare Act.
- 5) Will not create demand for, nor supply, puppies that have been docked illegally.
- 6) Will agree not to breed from a dog or bitch which could be in any way harmful to the dog or to the breed.
- 7) Will not allow any of their dogs to roam at large or to cause a nuisance to neighbours or those carrying out official duties.
- 8) Will ensure that their dogs wear properly tagged collars and will be kept leashed or under effective control when away from home.
- 9) Will clean up after their dogs in public places or anywhere their dogs are being exhibited.
- 10) Will only sell dogs where there is a reasonable expectation of a happy and healthy life and will help with the re-homing of a dog if the initial circumstances change.
- 11) Will supply written details of all dietary requirements and give guidance concerning responsible ownership when placing dogs in a new home.
- 12) Will ensure that all relevant Kennel Club documents are provided to the new owner when selling or transferring a dog, and will agree, in writing, to forward any relevant documents at the earliest opportunity, if not immediately available.
- 13) Will not sell any dog to commercial dog wholesalers, retail pet dealers or directly or indirectly allow dogs to be given as a prize or donation in a competition of any kind. Will not sell by sale or auction Kennel Club registration certificates as stand alone items (not accompanying a dog).
- 14) Will not knowingly misrepresent the characteristics of the breed nor falsely advertise dogs nor mislead any person regarding the health or quality of a dog.

Breach of these provisions may result in expulsion from club membership, and/or disciplinary action by the Kennel Club and/or reporting to the relevant authorities for legal action, as appropriate.