

House Rules

Australian Kelpie Association

Article 1. Admission of Members

1. Those who wish to join the association as a member state their name, address, postal code and place of residence in their written registration. If it concerns a registration as a youth member, the date of birth is also stated. When registering as a family member, the name of the partner is stated.
2. The name and place of residence of the persons referred to in the first paragraph will be published as soon as possible in the body of the association with the announcement that the members object in writing, stating reasons, to the admission of one or more candidate members to the management to make known. The board will consider these objections in its decision on admission.
3. The secretary will inform the person concerned in writing of the board decision regarding admission as soon as possible. In the event of non-admission, the motives that led the board to its decision will be communicated. In case of admission, a copy of the statutes and these internal regulations is attached. The board decision is also communicated in writing to any objectors.

Article 2. Termination, disqualification and suspension

1. If the board intends to take a decision to terminate, expel or suspend as referred to in the articles of association, the board shall inform the member concerned in writing in good time, stating the reasons for this intention.
2. The member concerned may submit a notice of objection to the board against the intention referred to in the first paragraph within two weeks.
3. The member will also be heard orally by the board if so requested in the notice of objection. The board may also hear others before making a decision.
4. In urgent cases, the board may decide to deal with the notice of objection, but only after the member concerned has been heard or had the opportunity to be heard.

Article 3. Chairman

1. The chairman promotes the promotion of the interests of and the smooth running of affairs in the association.
2. The chairman presides, for the General Meetings and the meetings of the board. He enforces the statutes and regulations of the association in the meetings and also supervises this enforcement outside the meetings.
3. The chairman determines the order in which matters will be dealt with at the meeting, as long as the meeting itself does not decide on this.
4. The chairman maintains order in the meeting.
5. The chairman, together with the secretary, signs the notes of all meetings and the important outgoing letters.

Article 4. Secretary

1. The secretary conducts the correspondence of the association, signs all outgoing letters and submits the important outgoing letters to the chairman for assessment and cosignature.
2. He makes the notes of the General Meetings and of the board meetings. He sends the minutes of a board meeting to all board members as soon as possible after that meeting and puts them on the agenda for the next board meeting. He signs the notes after acceptance, if necessary, together with the chairman and also records any changes made by the board in the notes of the meeting in which these changes were decided upon.

3. In consultation with the chairman, he is responsible for drawing up the agendas and all associated documents for the General Meetings and the board meetings and ensures that they are sent on time.
4. He will announce all letters that have been received at every board meeting. Letters addressed to or intended for the board, but received by other board members, are immediately forwarded by these board members to the secretary.
5. He is responsible for keeping a well-arranged archive, in which, in addition to all incoming and copies of all outgoing correspondence and all meeting documents and notes, all other documents that are important to the association are also included.
6. He is responsible for the continuous and accurate maintenance of a membership register, in which the names, addresses and the type of membership of all members are included. This register is available for inspection by all members at the secretary.
7. By registering the voting members present in a General Meeting and taking other measures, he shall ensure that each voting member present can cast one vote as efficiently as possible in the event of a vote.
8. He compiles the annual report in good time so that it can be published after adoption by the board.
9. The board may decide that part of the secretary's activities will be performed by another member of the board with and under the supervision and responsibility of the secretary, by a member outside the board in accordance with a division of labor subject to the approval of the board needs.

Article 5. Treasurer

1. Subject to the provisions of the seventh paragraph, the treasurer supervises the making of all receipts and expenses of the association. He ensures the collection of the annual dues of the members in time.
2. The treasurer requires prior permission from the board to make expenditures up to an amount higher than that determined by the board.
3. The treasurer is authorized to sign receipts on behalf of the association. He may, however, delegate this authority to the manager of a daily cash register as referred to in the seventh paragraph for specifically described receipts up to a maximum amount to be determined by the board.
4. The treasurer keeps an accurate record of all receipts and expenditures and of all other data that may be important for the implementation of the statutes.
5. He also implements the articles of association.
6. He prepares the budget, respectively the balance sheet and the statement of income and expenditure in such a way that they can be issued in accordance with the articles of association after adoption by the board. In addition to the estimates for the new year, the budget also states the estimates for the previous year and the results of the last closed year. In addition to the results of the relevant year, the statement of income and expenditure also states the estimates for that year and the results of the previous year.
7. The board may determine that board members other than the treasurer or members of a committee appointed by the board are authorized to make receipts and expenditures up to a maximum amount to be determined by the board, and are charged with the management of the resulting daily cash, insofar as this is directly related to their specific board or committee task. The balance of such cash may not exceed an amount determined for that purpose by the board; the excess is immediately handed over to the treasurer. The manager of a daily till is for his management accountable to the treasurer. To this end, he shall keep an accurate record of all receipts and expenditure and of all other information that the treasurer deems necessary and shall provide the treasurer with an overview thereof as often as he so requires. The treasurer ensures that all receipts and expenses made by other board members and committee members are also accounted for in the books of the association.
8. If the board has made financial agreements with committee members, as referred to in paragraph 7, this will be reported in the next General Meeting.

Article 6. Board Meetings

1. The board meets if the chairman or at least half of the other sitting board members deem this desirable.
2. With the exception of urgent cases, the board members are notified at least two weeks in advance of the day, time and place of the meeting determined by the chairman.
3. The agenda, stating the subjects to be discussed, and any explanatory documents, will be sent to all board members, except in urgent cases, in sufficient time to enable them to prepare for the meeting in a responsible manner.
4. If the second and third paragraphs have not been observed or the subject concerned has not been clearly described in the agenda, a resolution can only be passed at the meeting if at least two-thirds of the number of sitting board members are present and with agree to make a decision. If necessary, all decisions will be voted on orally, after the chairman has clearly formulated the proposal to be voted on. The absolute majority is obtained if at least one vote more in favor than against the proposal is cast, whereby blank votes are not counted.

Article 7. End of board membership

1. Anyone who ceases to be a member of the board is obliged, within two weeks after the end of his board membership, to hand over all association documents and property of the association in his possession, properly arranged, to his successor or to another board member to be designated for that purpose by the board. to be transferred. The board may extend this term.

Article 8. Committees

1. The members of committees as referred to in the articles of association are appointed by the board. They can be suspended and dismissed by the board at any time.
2. A committee set up by the board can be dissolved by the board at any time.

Article 9. Cash committee; interim investigation

1. The audit committee is authorized at all times, either at the request of the board or on its own initiative, to initiate an interim investigation.
2. An interim investigation is in any case instituted when a retiring treasurer hands over the accounts and the cash and values to his successor.
3. The audit committee reports in writing to the board of an interim audit.

Article 10. General Meetings; agenda items and proposals

1. The General Meeting may not pass resolutions on a subject that is not clearly described in the agenda as an item to be discussed.
2. Letters addressed to the General Meeting will be announced in the next General Meeting when the agenda item 'Incoming documents' is discussed. They are not subject to deliberation if they are not separately mentioned on the agenda as an agenda item to be discussed or are related to another agenda item, unless the meeting resolves otherwise. In that case, however, the General Meeting cannot deviate from the first paragraph.
3. Each member may not speak more than twice at a meeting on one agenda item, unless with the permission of the chairman or of the meeting.
4. Any member entitled to vote may make a proposal of order at the meeting. Such a proposal concerns the manner in which the agenda or an item on the agenda will be dealt with.
5. Each member entitled to vote may submit a clearly described proposal at the meeting regarding an item on the agenda.
6. Any member entitled to vote may submit an amendment at the meeting. An amendment contains a clearly defined proposal to amend a proposal under discussion.
7. Any member entitled to vote may submit a motion at the meeting. A motion consists of a clearly defined proposal to express an opinion or make a request. . A motion that does not relate to a specific agenda item can be submitted to the other business.

8. If in an adopted motion the board is asked to do or refrain from doing something, including taking decisions, it will deliberate.

The board will attend the next board meeting and will announce its decision in the club magazine as soon as possible. If the board decides not to act on the motion, it is obliged to mention the subject on the agenda for the next General Meeting as an agenda item to be discussed.

Article 11. General Meetings; moods

1. A vote cast in a General Meeting is invalid if, in the opinion of the chairman or, if a polling station has been formed, the choice of the member concerned is not clear and unambiguous in the opinion of the polling station.

2. A written vote is invalid if more votes are cast than there are voting members present and the difference may affect the result of the vote.

Article 12. General Meetings; order

1. The chairman may, after warning, deprive a member who uses indecent language or misbehaves at a meeting the right to continue speaking on the relevant agenda item or during the entire meeting. In the event of repeated misconduct, the chairman may deprive the member of the right to continue attending the meeting.

Article 13. Use of the name Australian Kelpie Association

1. The members are not allowed to use the name of the association – in full or in any other form – for advertising purposes unless the board has given permission.

2. If a breeder conforms to the breeding policy of the Australian Kelpie Association and is mentioned by the association on the breeder list, unlike the previous paragraph, for promotional activities the hallmark recognized breeder of the Australian Kelpie Association may be used by this breeder on his / her website, advertisements and / or other expressions.

Article 14. Kennel advertisement

1. Members are not permitted to publicly advertise kennels during Australian Kelpie Association events, unless approved by the Board.

Article 15. Unforeseen cases

1. In cases not provided for by law, the articles of association and these regulations, the board will decide. Upon request, the board will render account of its decision to the General Meeting.

Article 16. Change of house rules

Amendments to these regulations can only be decided upon in a general members' meeting or extraordinary members' meeting with at least two thirds of the number of votes cast.

Changes will only take place after approval by the Raad van Beheer.