

## Burmese Cat Association Rules – 21 June 2016

### 1 Title and Aims

The Club shall be called the “Burmese Cat Association”, hereafter referred to in these rules as “The Club”, and shall be a not for profit organisation.

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

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

### 2 The Governing Council of the Cat Fancy

- a) The Club has been granted membership of The Governing Council of the Cat Fancy.
- b) The Club shall seek to organise its cat shows under licence from The Governing Council of the Cat Fancy in accordance with their rules and bye-laws.
- c) The Club shall seek full involvement with the appropriate Breed Advisory Committee of The Governing Council of the Cat Fancy.

### 3 Membership

- a) The Club shall consist of an unlimited number of paid-up Members, Junior Members and Honorary Members. Applications may be accepted or rejected at the discretion of the Committee.
- b) Honorary Members shall be persons who, in the opinion of the Committee, may be, or have been of exceptional service to The Club. They shall not be eligible to vote at any meeting of The Club and shall not be eligible for election as Committee Members or as Officers of The Club.
- c) Junior Members shall be under the age of 16.
- d) Members resident outside of the United Kingdom shall receive communications from The Club by Email.
- e) Membership of The Club shall imply acceptance of the rules of The Club and of the rules and bye-laws of The Governing Council of the Cat Fancy.
- f) Any member who is convicted of an offence involving cruelty to an animal shall be expelled from membership. No person so convicted shall be eligible for membership of The Club.
- g) Any member suspended under the rules and bye-laws of The Governing Council of the Cat Fancy thereby ceases to be a member of The Club. After the period of suspension, they may re-apply for membership.

### 4 Subscriptions

- a) The 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 1 January each year. Any member who has not paid their subscription by 1 May shall be considered a lapsed member.
- c) The first annual subscription of a new member shall become due on joining. For members joining in 2011 or after 30 September in any other year, this payment shall also cover the annual subscription for the following year.

## 5 The Committee

a) The affairs of The Club shall be directed on behalf of the members by a Committee of nine including three Officers.

b) Only fully paid up members shall be eligible to serve on the Committee. Each member shall serve for up to three years and then be eligible for re-election. The positions shall become vacant in rotation over a three-year period with an election for at least one position each year. If there is no vacancy, the Committee shall decide which position shall be elected.

Elections will be conducted via an e-ballot or i-voting system, whereby the member is able to cast a secure vote via the internet. A postal ballot being available for members who do not have internet access.

Nominations for the Committee shall be forwarded to the Honorary Secretary by 1 April prior to the Annual General Meeting. Each nomination should be put in writing by the proposer and seconder together with an acceptance and a brief outline of the nominee's experience in the cat fancy. Only fully paid up members may be proposers and seconders and each member may only propose or second one nominee for each vacancy.

c) The Committee shall have the power to co-opt a member to complete the period of service of a member whose resignation or death caused a vacancy. d) The dates of Committee Meetings and of the General Meeting and Annual General Meeting for the following year shall be decided at the first Committee Meeting after the Annual General Meeting.

e) The Committee shall meet a minimum of three times a year.

f) At all Committee Meetings, a quorum shall be four which must include at least one Officer. All matters shall be decided by a simple majority vote. On points of order, the Chairman's decision is final.

g) All items for the agenda of Committee Meetings should be forwarded to the Honorary Secretary 21 days prior to the meeting, wherever possible. The Agenda shall be sent to Committee Members at least 10 days before the meeting, wherever possible.

h) The Committee shall approve or reject applications from prospective members.

i) The Committee may 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 an Annual General Meeting.

j) The Committee is empowered to arbitrate between members in disputed matters.

k) The Committee is empowered to deal with any matters not covered by the rules.

l) The Chairman or any other person taking the chair shall have only a casting vote.

m) Draft Minutes of Committee Meetings shall be circulated to the Committee within 21 days of the meeting and approved at the following meeting.

## 6 Management

a) The Officers of the Club shall be: -

The Chairman; The Honorary Secretary; The Honorary Treasurer

b) The Chairman, Honorary Secretary and Honorary Treasurer shall be elected by a postal ballot of the members and appointments shall take effect from the following Annual General Meeting. They shall hold office for up to three years and may be eligible for re-election at the end of that period. The Chairman shall not serve a continuous term of office exceeding six years but shall continue to be eligible for election to the Committee. There shall be an election for at least one position each year. If there is no vacancy, the Committee shall decide which position shall be elected.

c) A President who shares the aims of The Club may be elected by the Committee for a period of three years and shall be eligible for re-election at the end of that period. The position is honorary and no duties shall be imposed.

d) A Deputy Chairman, who must be a member of the Committee, may be elected by the Committee for a period of one year and shall be eligible for re-election at the end of that period.

e) The Committee shall produce Job Descriptions for The Chairman, The Honorary Secretary and the Honorary Treasurer, which shall be considered for approval at an Annual General Meeting.

f) Delegates to The Governing Council of the Cat Fancy shall be elected by an e-ballot or i-voting system, whereby the member is able to cast a secure vote via the internet. A postal ballot being available for members who do not have internet access. Appointments shall take effect from the following Annual General Meeting. They shall hold office for one year and shall be eligible for re-election at the end of that period.

g) The Committee shall determine the organisational structure required to achieve The Club's aims, producing Job Descriptions for other roles and appointing suitably qualified members to fill them.

h) Any member who is currently serving on the Committee of another club specialising in the Burmese breed shall not serve as a member of the Committee of The Burmese Cat Association.

i) Nominations for elected positions shall be forwarded to the Honorary Secretary by 1 October prior to the Annual General Meeting. 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. Only fully paid up members may be proposers and seconders and each member may only propose or second one nominee for each vacancy.

## 7 Finance

a) The financial year shall run from 1 January to 31 December.

b) The Club's funds shall be deposited in an account in the name of The Club. c) The Honorary Treasurer shall publish the annual accounts by 1 April each year, after they have been independently examined, and they shall be considered for approval at the following Committee Meeting and a General Meeting in May.

d) The independent examiner shall be a suitably qualified person, elected at each Annual General Meeting.

e) All cheques shall be signed by any one of the Officers and countersigned by either another Officer or the Deputy Chairman. Amounts of more than £250 must be authorised by the Committee and recorded in the minutes of a Committee Meeting.

g) Trophies donated to The Club shall become the property of The Club.

## 8 General Meetings

- a) An AGM shall be held in May of each year to consider the accounts for approval, at a location to be chosen by the Committee, taking into account where members live. The agenda shall be sent out at least 14 days before the meeting.
- b) An Extraordinary General Meeting shall be called by the Honorary Secretary within 14 days of receipt of a written request stating the purpose of the meeting, signed by not less than 15 members and accompanied by a cheque for £100, which will be refunded if the motion is passed. The Agenda shall be sent to members at least 21 days before the meeting. No other business may be conducted at the meeting.
- c) A Quorum for General Meetings shall be 15 members including at least one Officer.
- d) Honorary Members shall be entitled to be present at General Meetings but not to vote.
- e) In the absence of the Chairman and Deputy Chairman, a chairman shall be elected by the meeting. The Chairman, Deputy Chairman or any other person taking the chair shall have only a casting vote.

## 9. Surrender of property belonging to The Club

All Officers and members of the Club who, under these rules, or in pursuance of the rules have custody of books, documents, records, property or monies belonging to The Club shall, on request of the Committee, return them forthwith to the Honorary Treasurer or Honorary Secretary.

## 10. Alterations to Rules

Proposed amendments or alterations to the rules must be received in writing by the Honorary Secretary, proposed and seconded by fully paid up members, by 1 October before an Annual General Meeting.

Changes which, in the opinion of the Committee, are minor and which do not substantially alter the rules will require approval by a two-thirds majority of the members present and voting. Major changes, which in the opinion of the Committee substantially alter the rules, will be put to a postal ballot of all the members of The Club and will require the approval of two-thirds of the votes cast.

## 11. Dissolution of The Club

A proposed dissolution must be put to a postal ballot of all the members of The Club and will require the approval of two-thirds of the members. The Club's residual funds and properties will be donated to Cats Protection.