

# Rules of the AZTEC and Ocicat Society

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### **1 NAME AND OBJECT**

- a) The Club will be called the Aztec and Ocicat Society, and is afterwards referred to in these Rules as the Club. The Club is a non-profit making organisation. Its objects are to encourage interest in Aztecs (including variants) and Ocicats (including Variants), to safeguard their well-being and long-term health, and to give Club Members advice regarding the breeding and welfare of cats. These objects will be achieved amongst other means by:
  - i. Maintaining the integrity of the Aztec and Ocicat breeds through selective breeding,
  - ii. Outcrossing to the breed(s) detailed in the Registration Policy but not to any other breed of cat, nor altering the shape, pattern, colours or demeanour of the breed from the approved Standard.
- b) To participate in the GCCF Breed Advisory Scheme to:
  - i. Select prospective judges of Aztecs and Ocicats and recommend them to the GCCF for appointment.
  - ii. Publish, review and maintain the breed Standard of Points, Registration Policy and Breeding Policy.
  - iii. Make recommendations to the GCCF on all matters relating to the breed.
- c) Providing opportunities for meetings and the exchange of information and views.
- d) Developing a breeders mentoring scheme
- e) To actively participate in the running of the cat fancy through the appointment of a Delegate(s) to the GCCF Council.
- f) Organising an annual Club breed show.

### **2 MEMBERSHIP**

The Club will consist of:

- a) Ordinary Members.
    - a.i. Single membership (one vote)
    - a.ii. Joint Membership (one vote each)
    - a.iii. Family Membership (up to two adults and 3 children (under 15) one vote each per adult)
    - a.iv. Oversea membership Single Joint or Family one vote each per adult
  - b) Honorary Members.
  - c) Child Members (under 15 years of age) who will not have voting rights.
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- a) Applications for membership are to be in writing. Election is by a majority vote of the Committee. Should membership be refused, no reasons will be given to the applicant.
  - b) The Committee may propose as Honorary Members individuals who have been recommended to and/or by the committee. The appointment will be confirmed at the next AGM. Honorary Members do not have voting rights.
  - c) If, in the opinion of the Committee, the conduct of any member may have been prejudicial to the welfare, breeding or exhibiting of cats, or is likely to prove injurious to the character, reputation, or interest of the Club, the Committee must give the member details of the allegation in writing and give the member at least 28 days to respond either in writing or in person as the member chooses. After giving the member the opportunity of being heard the Committee may determine to:
    - i. take no further action in which case the member must be informed of this
    - ii. issue a warning to the Member.
    - iii. suspend the Member for such period as it thinks fit;
    - iv. expel the Member from the Club.
  - d) If the Committee determine that the Member should be suspended or expelled from the Club, the Club Secretary will send to the member full details in writing (including any evidence they hold) of the reason(s) for their suspension or expulsion. Within 28 days of the issue of this notice the member may:
    - i) Accept the decision of the committee. If no written response is received by the Club Secretary within 28 days the member will be deemed to have accepted the decision.
    - ii) Appeal the decision and request the appeal be heard at a General Meeting of the Club. The Member may respond, either orally at the General Meeting, or in writing. If the proposal to expel or suspend the Member is passed by a simple majority of those present and voting, the person whose expulsion or suspension is sought will cease to be a Member immediately.
    - iii) Appeal the decision via the GCCF Appeals Committee in accordance with and accepting the rules of operation of that committee (see GCCF Byelaw 11.6).

N.B. only one of these options may be selected
  - e) If a Member has been suspended by the GCCF, his or her membership of The Club will automatically be suspended for the same period. Any such Member wishing to re-join the Club after their suspension ends must apply to the Committee for readmission.
  - f) If a member resigns from the Club or has membership withdrawn any rights to or claim upon the Club's property or funds shall be forfeit. In the event of expulsion under these rules or resignation of a Life / Long term member no part of the Life/Long term membership fee shall be returnable.

### **3 DUTIES OF MEMBERS**

- a) Membership of the Club implies acceptance of its rules and objects.
- b) Every Member is expected to promote the objects of the Club. Any suggestions for furthering these objects should be sent in writing to the Club Secretary, who will include the item(s) on the agenda of the next Committee meeting.

- c) All Officers or Members of the Club who have custody of any books, documents, accounts, property or monies belonging to the Club shall, on request, surrender them to the Committee.

#### **4 SUBSCRIPTIONS**

- a) All membership fees will be reviewed annually at the AGM.
- b) Subscriptions are payable on election to the Club and thereafter annually on 1st January.
- c) Members elected after 30<sup>th</sup> September will be entitled to a maximum of 15 months membership before subscriptions become due
- d) Members failing to pay their subscriptions by 1<sup>st</sup> January will be considered lapsed.
- e) No member whose subscription is unpaid is entitled to vote at an AGM or Special General Meeting.
- f) Lapsed Members will be treated as non-members when applying for readmission to the Club. However, Lapsed members who pay their subscription by 31<sup>st</sup> March will be automatically re-instated

#### **5 MANAGEMENT**

- a) The business of the Club will be managed by a Committee comprising of four elected Members of the Club and three Officers.
- b) Individuals must be fully paid-up Members of the Club
- c) The Officers shall be the Chairman, Secretary, and Treasurer, who will be elected at the AGM each for a period of Three years with one officer standing down in rotation but will be eligible for re-election. (Ref Rule 6.a)
- d) The committee will be elected for a period of two years and two members will stand down in rotation, but will be eligible for re-election. (Ref Rule 6.a)
- e) In the event of an unforeseen vacancy arising on the Committee may co-opt a member, who will have full voting powers and will be eligible for election at the next AGM
- f) The Committee may co-opt a Member to the Committee if no vacancy exists; in this case, that Member will not have voting rights on the Committee, but may then stand for election at the next AGM, from which time, if they are elected, their term of office will start.
- g) The Committee may appoint such sub-committees or working parties or additional positions as are necessary, members of which need not be Committee Members.
- h) 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.
- i) The Committee may nominate a President for election by the members at an AGM who will remain in office for Life No duties are imposed upon a President apart from sympathy with the objects of the Club
- j) The Committee may nominate up to two Vice-presidents for election by the Members at an AGM. No duties are imposed upon a Vice-President apart from sympathy with the objects of the Club. They will remain in office for Four years
- k) The President & Vice-President(s) may attend meetings and speak but will have no vote unless they are also fully paid-up members of the Club.

#### **6 ELECTIONS**

- a) Nominations proposing and seconding eligible persons for membership of the Committee, and as Officers together with the written consent of the person so nominated, except existing Committee Members who are agreeable to stand for re-election, must reach the Secretary by no later than 3 weeks prior to the advertised date of the AGM. .

- b) In the event of more than one nomination being received for any one vacancy, voting is to be by a paper ballot at the AGM. Nominees receiving the highest number of votes will be elected until all vacancies are filled.
- c) A formal notice calling for the resignation of any Officer or Committee Member may be brought to the AGM'
  - i) The member(s) making the proposal must write to the Chairman or Secretary of the Club at least 8 weeks before the Annual General Meeting, giving full details why the resignation is being sought, and naming the proposer and seconder for the proposal.
  - ii) At least 18 days before the Annual General Meeting, the Chairman or Secretary will write to the Committee member or Officer to inform them why their resignation is being sought. The Committee Member or Officer may respond to those matters either in writing or orally at the Annual General Meeting.
  - iii) The proposal must be placed on the Agenda and all the evidence available circulated to the members.
  - iv) If the motion to resign is passed by a simple majority of members present and voting, the Secretary is to hold a postal ballot of all members, and if two thirds or more of all Members voting support the motion, the person whose resignation is sought will resign their office immediately. If this resignation is not received within seven days, the person concerned will be suspended from Office/Committee membership with immediate effect. Individuals who have resigned or been suspended under this sub-paragraph will not be eligible for re-election for a period of two years.
- d) No Member of the committee of another Breed Club which represents the Aztec and/or Ocicat Breeds maybe a member of the Aztec and Ocicat Society Committee.

## **7 MEETINGS**

### a) Committee Meetings

- i. The Committee is to meet not less than Three times in any Club year, and at such meetings four (4) voting Members including at least one Officer will form a quorum. Meetings may be held via virtual means, if wished, but the Committee must actually meet at least once in each year. The Chairman, or in his/her absence the Vice-Chairman, will be the Presiding Officer.
- ii. The date of the next committee meeting together with the agenda will be sent to each member at least 28 days before the meeting.
- iii. Every Committee Member present at the meeting will have one vote, excluding the Presiding Officer.
- iv. In the event of equal voting, the Presiding Officer will have the casting vote.
- v. Any Member of the Committee who fails, without reasons considered sufficient by the Committee, to participate in at least 3 consecutive committee meetings will cease to be a member of the Committee and will not be eligible for immediate re-election. The Club Secretary will inform them of the Committee decision.

### b) General Meetings

- i. The Annual General Meeting of the Club is to be held not later than 31<sup>st</sup> July each year.
- ii. An announcement advertising this meeting is to be placed as a minimum with the GCCF, on the Club Web-site and may be placed on any other suitable forums at least 4 weeks in advance.
- iii. The Presiding Officer is to be the Chairman, or in his/her absence the Vice-Chairman. If both are absent the Presiding officer will be an officer of the committee. If no officers are present the attending committee members will elect a presiding officer.
- iv. The agenda for the meeting, together with the Minutes of the last AGM and a duly examined statement of the Accounts for the preceding year ending 31 December, will be sent to each member or posted on the club website not later than 14 days before the date of the Meeting.

- v. The quorum for a General Meeting is to be The number of the Officers and committee members present plus one fully paid-up adult Member.
  - vi. Any Member wishing to have an item placed on the Agenda must inform the Club Secretary not later than 3 weeks prior to the advertised date of the AGM.
  - vii. Every Member present at a Meeting will have one vote, excluding the Presiding Officer. In the event of equal voting the Presiding Officer will have the casting vote.
  - viii. All matters will be decided by a simple majority of the votes cast except for amendments to these rules when a two-thirds majority is required
- c) Special General Meetings
- i. A Special General Meeting (SGM) may be called by the Club committee or on receipt of a written request signed by at least 10 paid up Members of the Club, stating precisely the business to be discussed.
  - ii. The SGM must be held not more than 3 months after receipt of the request by the members.
  - iii. Not less than 28 days' written notice of any SGM is to be sent to each Member by the Club Secretary, together with the agenda specifying the business to be discussed. No other business will be allowed. The quorum for an SGM will be The number of the Officers and committee members present plus one fully paid-up adult Member.
  - iv. The costs of an SGM will be met as follows:
    - a. If the SGM is called on the written request of members and their proposal(s) are:
      - i. Unproven or defeated, the members calling the SGM will be liable for the costs of the meeting, including paper, postage and the hire of the meeting room used
      - ii. Proven, the costs of the SGM will be met by the "Club"
    - b. The costs of an SGM called for any other reason will be met by the Club

## **8 TROPHIES**

- a) Ownership of all donated trophies passes to the Club.

## **9 AMENDMENT OF RULES**

- a) No new Rule is to be made, nor any Rules be amended or rescinded, unless notice of the proposed change has been given on the agenda of an Annual General Meeting or Special General Meeting, and unless the proposed changes have received the assent of at least two-thirds of the Members present and voting at the Meeting.
- b) The Board of the GCCF must be notified of any changes to these rules and they must be approved The new rules must be submitted in an electronic format and any changes highlighted.

## **10 FINANCE**

- a) All Club funds are to be deposited in an account in the name of the Club. For which there will be three signatories
- b) The financial year of the Club is to end on 31 December each year, to which date the annual accounts of the Club are to be balanced.
- c) The property of the Club is vested in the Committee.
- d) Payments, with the exception of sums under £50.00, are to be authorised by two signatures of the nominated Officers or Committee members, who may not come from the same household.
- e) *see note 3*
- f) The Club accounts are to be examined annually by a suitable independent person appointed at the AGM and eligible for re-appointment. In the case of the appointed person being unable to fulfil their duty, then another person shall be proposed and seconded at the next Committee Meeting.

- g) Once finalised the club accounts must be available to the membership, published either on paper and circulated and/or on the club website.

## **11 MEMBERSHIP OF THE GCCF**

- a) The Club aims to become a member of the GCCF.
- b) The Club as an affiliate to GCCF, will nominate and elect its delegate(s) by ballot at the AGM in the same manner as committee members are elected. They will hold office during the immediately succeeding official year of the Governing Council. If the Club is entitled to only one delegate, a substitute delegate will be elected at the AGM.
- c) Delegates must be an Officer or Committee Member Of the Club.
- d) In the event of GCCF membership being granted, the Club and its Members will be bound by the Rules and disciplinary powers of the GCCF.
- e) Officers and members of the Committee will participate in the Ocicat and Aztec Breed Advisory Committee The number of BAC representatives from the Club will be as laid down by the GCCF, according to the number of clubs participating in the BAC.

## **12 DISSOLUTION OF THE CLUB**

- a) Any proposal to dissolve the Club is to be decided by a ballot of all Members which may be postal and/or electronic. A majority of at least two-thirds of the total Club Membership will be required to dissolve the Club.
- b) In the event that the Club is dissolved, its liabilities are to be discharged and any balance of funds donated to a charity promoting cat welfare chosen by the Committee. Trophies that are the property of the Club will be distributed to other Clubs or sold at the discretion of the Committee.
- c) Should the Club's liabilities be greater than its assets when it is wound up, committee members will be responsible for paying all the outstanding debts.