

# Rules of the Chesapeake Bay Retriever Club

**1 Name and objectives.** The name of the Club shall be the Chesapeake Bay Retriever Club and its objectives are:

- to encourage the breeding of the type of Chesapeake as laid down in the breed standard;
- to encourage the training and working of the breed, particularly in water;
- to encourage breeders to reduce the incidence of hereditary and deleterious faults within the breed;
- to run working tests, field trials and shows;
- to actively support the education and training of judges in accordance with the Kennel Club's Judges Education Programme (Breed Shows) (as published and amended from time to time).

**2 Constitution and Election of Members.** The Club shall consist of an unlimited number of members. The Membership Secretary shall keep a record of their names and addresses and make the list of names open to inspection by the members and the Kennel Club at reasonable times. Application for membership shall be made on membership forms available on the Club's website or from the Membership Secretary. Applications shall be submitted by the Membership Secretary to the Committee for approval, and no applicant shall be deemed a member until approved by them. Membership is open to overseas Chesapeake enthusiasts. Overseas members do not have voting rights.

**3 Subscription.** The committee will set the annual subscription. Members may pay by standing order, cheque or bank transfer. Subscriptions are payable on 1st January each year. Subscriptions are to be paid by 1st February at the latest. Any member failing to pay by 1st February shall be deemed to no longer be a member of the Club. Should this happen and the member wishes to reapply, then they will need to complete a new membership form and submit to the Membership Secretary whereby it will go through the same process mentioned in rule number 2.

**4 Management and election of officers and committee.** The affairs of the Club shall be conducted by a committee consisting of up to 12 voting members, as well as a treasurer, a general secretary and a chairman. The chairman of the club will be elected annually at the Annual General Meeting (AGM), and a vice-chairman to be elected at the first committee meeting held after the AGM. The chairman has a casting vote in the event of a tie. The officers shall retire annually, but shall be eligible for re-election. Half the committee shall retire bi-annually in rotation; retiring members may seek re-election.

Any member of the Club may propose any member as an officer or committee member provided the name of the candidate, together with proposer and seconder, be notified to the general secretary not less than 28 days before the AGM. No member may be appointed unless they have been a member of the Club for at least 12 months. Anyone applying for the post of Treasurer must have a basic knowledge of accounting.

If an election vote is necessary at an in-person meeting, numbered voting slips shall be sent to every member of the Club by the general secretary not less than 14 days before the date of the AGM; these slips to be posted or brought to the meeting in envelopes to be counted by two scrutineers appointed by the committee in front of those present at the AGM. If the election of officers and committee members is necessary at an online meeting, the online voting method must be anonymous.

Not more than one member of a family or partnership shall serve on the committee. In the event of a casual vacancy occurring amongst the officers or committee, such a vacancy may be filled by the committee who shall have the power to appoint any person to fill such a vacancy. Such appointment to be for the same period as that causing the casual vacancy.

A nominated committee member of the club shall serve on all committees and sub-committees. A president of the club may be invited to serve for a term of office of one year. The president to be elected by the committee and invited to take office at the next AGM.

A bank account shall be held in the name of Chesapeake Bay Retriever Club, into which all revenue of the club shall be paid, and from which withdrawals shall only be made on the signature of the treasurer and either the chairman or general secretary.

No person whilst an undischarged bankrupt may serve on the committee or hold any other office or appointment within a Kennel Club registered society.

**5 Meetings.** Meetings of the committee shall be held as often as is necessary; a quorum of such meetings shall be six members and one officer. The general secretary, in conjunction with the chairman, shall have the power to summon a committee meeting or a sub-committee meeting. At least 14 days' notice of every meeting shall be given by the general secretary, together with an agenda of the business to be discussed. If any member of the committee shall have been absent from three consecutive meetings of the committee without satisfactory explanation, his or her name shall be removed from the list of committee members. Committee meetings may be in person or online.

The Annual General Meeting (AGM) shall be held on a date to be fixed by the committee. The preliminary notice of the AGM will be placed on the Club website at least 60 days prior to the AGM. AGMs may be in person or online.

The agenda shall only be sent to those members who request it. Similarly the balance sheet for the club accounts. Both will be available at the AGM to those who attend. Any matter for the agenda must be received by the General Secretary at least 28 days before the AGM. A member who is unable to attend the AGM and wants to raise an issue, can ask a third party to raise it on their behalf, but they must provide the third party with a signed letter.

An annual report shall be drawn up by the chairman in collaboration with the General secretary and presented to the AGM. The club's audited accounts shall be presented to the AGM. Auditors shall be appointed at each AGM. Certification of accounts must be carried out by one qualified accountant or two unqualified individuals with accountancy experience, unconnected to the committee. The certified accounts shall be made available to members 14 days prior to the AGM upon request.

No resolution other than the adoption of the report and the accounts shall be moved at the AGM unless a notice signed by the member who proposes to move it, stating its terms, has been received by the General Secretary at least 28 days beforehand. The secretary shall be bound to call a Special General Meeting (SGM) at any time should he/she be required to do so in writing by not less than 10 members, or by the committee. Not less than 21 days' notice shall be given to members of the SGM.

Any resolution passed at an AGM or SGM can only be altered or rescinded at a subsequent general meeting. The rules of the club may not be altered except at such a general meeting, the notice for which contains specific proposals to amend the rules, and such alterations shall not be brought into force until the Kennel Club has been advised and given its approval to the alteration.

**6 Powers of the committee.** The entire property of the club shall be vested in the committee jointly, and in the event of the club being wound up shall, after all the club's liabilities have been dealt with, be disposed of as they think fit. The committee shall have the power to:

- call a general meeting of the Club at any time by placing a notice on the Club's website not less than 60 days before the date of the meeting
- to arbitrate on matter of dispute
- to elect members as aforesaid
- to vote prizes or subscriptions to any show, working test or field trial
- to appoint sub-committees
- to compile club lists of judges whom it considers competent to officiate at championship and open shows
- to propose recommendations to the AGM
- to carry on the general business of the Club

The committee shall have the power to deal with all expenses incurred on behalf of the club and to deal with any questions that may arise and are not provided for in the rules.

**7 Expulsion of members.** Any member who shall be suspended 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 Chesapeake Bay Retriever Club.

If the conduct of any member shall, in the opinion of the committee of the Chesapeake Bay Retriever Club, be injurious or likely to be injurious to the character or interests of the club, the committee of the Club may, at

a meeting the notice convening which includes as an object the consideration of the conduct of the member, determine that a SGM of the Chesapeake Bay Retriever club shall be called for the purpose of passing a resolution to expel him/her.

Notice of a SGM 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 Chesapeake Bay Retriever Club, except that he/she may, within two calendar months from the date of such a meeting, appeal to the Kennel Club upon and subject to such conditions as the Kennel Club may impose.

**8 Prizes, Cups, etc.** No prizes, cups, etc., shall be granted to any show, working test or field trial that is not held under rules or licence of the Kennel Club or the International Gundog League.

All challenge or other cups or trophies are the property of the Chesapeake Bay Retriever Club and are to be covered by insurance. The committee have the right to allocate cups or trophies should the necessity arise. In the event of the club being wound up, they shall be dealt with as the conditions of any gift may provide, or set out in Rule 6. Any winner of a club trophy shall, before taking delivery of the same, sign a receipt provided by the club. These cups and trophies shall be returned to the club 10 days before the cup or trophy is next offered, in as good condition as when it was received by the member.

**9 Selection of Judges** Nomination of Judges can only be made by fully paid up CBRC Members and be submitted to the Breed Education Co-Ordinator (BEC) in writing via email or post no later than 2 weeks prior to the AGM. Members must check the judges' availability and eligibility prior to their nominations being submitted by using the criteria and comprehensive judges list on the CBRC website. Members must submit no more than three names per show. Championship Show judges shall be selected three years in advance where possible. Open Show and Special Award Class judges shall be 12 months in advance where possible.

The BEC shall collate all nominations and ensure each nominee meets the relevant criteria. Nominations shall be selected by way of a draw at the AGM each year. A present committee member or officer shall draw out three names for each show and they will be contacted in the order they were drawn to determine availability.

In the event none of the drawn judges are available, a new nomination shall be appointed by the committee. Should a judge withdraw, the committee will appoint an eligible replacement.

Every third year shall appoint a UK/Overseas Breed Specialist. Nominations for Open Show and Special Awards will still be selected by a draw 12 months in advance of the show where possible.

**10 Representation to Councils** The Chesapeake Bay Retriever Club's representatives to any KC councils or liaison committees shall be appointed annually by the committee.

**11 Statutory Returns** The officers of the Chesapeake Bay Retriever Club acknowledge that during the month of January each year, Maintenance of Title Fee will be forwarded to the Kennel Club by the secretary for the continuance of Registration, and that by 31st July each year, other returns, as stipulated in the Kennel Club Regulations for the Registration and Maintenance of Title of Societies and Breed Councils.

The officers also acknowledge their duty to inform the Kennel Club of any changes of the secretary of the Chesapeake Bay Retriever Club that may occur during the course of the year. The Chesapeake Bay Retriever Club also recognises its duty to maintain an up to date list of members' names and their addresses, and make the list of names available for inspection if so requested by the members of the Club or by the Kennel Club.

The Club shall not join any federation of societies or clubs.

The Kennel Club is the final authority for interpreting the rules of the Club in all cases relative to canine or club matters.