

BELLARINE DOG ACTIVITIES GROUP INC BY LAWS

Approved at AGM of 24 July 2019

1. Interpretation of Rules:

In all matters not covered by these Rules, the rules of common debate shall apply as per Renton's Guide for Meetings and Organisations, provided always that the best interests of the general members be served.

2. Finance

- a) The committee shall cause a banking account to be opened with a recognised saving organisation and the account shall be kept in the name of the club.
- b) All monies received for the club, shall be deposited in the Club's bank account.
- c) At any meeting of the committee the committee may define prohibited combinations of signatories for the signing of cheques.
- d) Secretary/administrator may hold a float and/or petty cash up to \$100, accounted for according to accepted standards.
- e) The executive may hold a credit card facility for expenditure of club funds for club purposes, accounted for according to accepted standards.

3. Auditor

Changes to existing rules for incorporated bodies mean that auditing is no longer required for the club and an auditor is therefore not needed.

4. Member Liability

No member shall be required to contribute towards the payment of any liabilities of the club (whether on dissolution or otherwise), beyond meeting his/her obligations to pay the subscription laid down by this constitution and any other personal liabilities to the club arising in the normal manner.

5. Limitations in Office

Executive Committee members may remain in the one executive position for a maximum of seven consecutive years. In exceptional circumstances and by decision at an AGM, this may be extended. Exceptional circumstances in this instance occur when an Executive position cannot be otherwise filled – that is no other candidates have nominated.

6. Dangerous Dogs

Dogs that have been declared dangerous may train muzzled and fitted with an appropriate training device. Such training device to be approved by trainers.

7. Dogs Displaying Anti Social Behaviour

Any dog that exhibits anti social behaviour is to be muzzled and fitted with an appropriate training device. Such training device to be approved by trainers.

8. Dog Handlers / Owners

- a) Handlers are at all times to be responsible for the behaviour of their dogs in public.
- b) Handlers who refuse to comply with reasonable requests from trainers which are for the safety of other dogs and handlers will be requested to leave the training area.
- c) Children 12 years and under may not be in control of, or responsible for, any dog.
- d) No dogs, unless in class or under instruction from a trainer are to be on the training ground. (June 13 '97)
- e) The introductory training lecture is compulsory for all new members, regardless of where they come from.

9. Continuancy of Membership

The financial year of the Bellarine Dog Activities Group runs from the 1st February to the 31st January.

Fees for the current financial year may be paid up to 28th February without loss of continuancy. Fees paid after 28th February will incur a joining fee. (18/03/99)

10. Membership Category

A single membership has one vote, however junior members - - those under 15 years are associate members and have no voting rights.

Family/Group membership is restricted to any members residing at the same address, and the family membership has a maximum of two votes noting that junior members - 15 years or under have no voting rights). (17/02/2000, 25 June 2018)

11. Pro rata Membership

Persons joining the club on or after the 1st December will be considered financial for the next financial year. (June 13 '97)

12. Honorary Membership

Honorary membership may be offered to a person who provides a service worthy of recognition, but it does not bestow voting rights or fee-free training on that person. (Mar 25 '97)

13. Honorary Life Membership

The honour of life membership may be awarded to Club members by decision at an AGM and in accordance with the Honorary Life Membership policy. This is limited to members who make an outstanding, sustained contribution to the Club for a period of at least 7 years, which is above and beyond the normal expectations of any role the member has occupied. Honorary Life members are exempt from fees associated with Club membership and regular training delivered by the Club into perpetuity.

14. Gold Award (annual)

Each year the Committee may award one annual gold membership to a member who has made an outstanding contribution to the club. This entitles the member to free training and club membership for that year. The recipient of the annual Gold award is announced at each AGM.

15. Contribution to Instructor Professional Development

In order to encourage and support instructors to continue to enhance the skills needed for instructing at BDAG, the club may make an annual contribution of up to \$200 towards the professional development of each practicing instructor. This contribution will usually be in the form of a partial reimbursement for costs incurred by the instructor to attend relevant further training. Practicing Instructors are defined as qualified instructors who instruct a minimum of three full blocks in the year that the contribution is sought. All decisions on contributions will be made by the Committee.

16. Payment of Honorariums

From time to time, the Committee may determine to pay an honorarium to Instructors and club officials as a part reimbursement of costs incurred in delivering services to the Club, and in accordance with ATO rulings. The amount of the honorarium will be determined by the Committee and total payments will not exceed what the Club can afford to pay through its revenue generating activities. All honorariums will be paid in accordance with the Club Honorarium policy.

17. Supervision of Children during Training

All members must arrange for an adult to look after their children while they are training, or not bring them to training. (Mar 25 '97)

18. Incident Book

All incidents must be recorded in the book and witnessed by a committee member or an instructor. Any right of reply must not be written into the book, but must be in writing and given to the secretary. (Jun 13 '97)

19. Club Policy re advertising / promotion of a product or provision of a service.

All propositions and approaches must be made in writing to the committee which will consider each on its merits. (Feb 20 '98)