

# IRISH WATER SPANIEL ASSOCIATION



## Rules and Conditions

### 1. NAME AND OBJECTIVES

- a) The Association shall be called THE IRISH WATER SPANIEL ASSOCIATION, (hereafter called THE ASSOCIATION). The objectives shall be:
- b) To promote the breeding of pure, sound and healthy Irish Water Spaniels.
- c) To define and publish a description of the true type and in conjunction with The Kennel Club, to urge breeders and judges to adopt that standard.
- d) To organise and/or support events and activities which are compatible with the promotion, protection, advancement or in the interests of the breed.
- e) To do all such things as are, or seem to the Association to be in any way incidental or conducive to the objectives heretofore named.

### 2. OFFICERS AND COMMITTEE

- a) The Officers of the Association shall consist of: President, an unlimited number of Vice-Presidents, Chairman, Honorary Secretary, Honorary Treasurer and Honorary Field Trial & Working Secretary.
- b) The Chairman, Hon. Secretary, Hon. Treasurer and Hon. Field Trial & Working Secretary shall all be ex-officio members of the executive Committee with voting rights. The Chairman shall have a casting vote at all meetings in the event of a tied vote. They shall serve for a term of three years. Retiring Officers shall be eligible for re-election.
- c) The President and Vice-Presidents have the right to attend all committee meetings in an ex-officio capacity but do not have voting rights. They shall serve for a term of three years but shall be eligible for re-election.
- d) The President and Vice-Presidents shall represent and promote the interests of the Association as and when seen fit.
- e) The Chairman shall, if willing to act as Chairman and if present within 15 minutes after the appointed time for holding the meeting, chair all meetings of the Association (which term shall include Committee meetings), sign the minutes of the previous meeting and if unable to attend shall send at least 24 hours notice to the Hon. Secretary unless there shall be reasonable grounds for not doing so, otherwise the Vice-Chairman elected from the Executive Committee for that year shall preside at that meeting only. Throughout these Rules, if not inconsistent with the context, Chairman shall mean the person presiding at a meeting for the time being.
- f) The Honorary Secretary shall summon and attend all meetings and take minutes of the proceedings. He/She shall be in charge of the minute books and keep the register of Members up to date. He/She shall ensure that all returns are made by the due date and shall ensure all licence applications and other administrative functions required to facilitate the efficient running of the Association are completed on time.
- g) The Honorary Treasurer shall receive all monies paid to the Association and make all payments. He/She shall attend all meetings and give information as to the finances of the Association. He/She shall cause proper books of accounts to be kept with respect to (i) all sums of money received by the Association and the manner in which receipt or expenditure takes place. (ii) all sales and purchases by the Association and, (iii) the assets and liabilities of the Association.

### 3. THE EXECUTIVE COMMITTEE

- a) The management of the Association shall be in the hands of the Officers and an executive Committee consisting of 12 members, all of whom shall retire on an annual basis, but shall be eligible for re-election at the Annual General Meeting. Should an officer resign mid-term, then the position remains vacant and is open for new nominations at the following AGM. In the interim a member of the Committee will be elected by the majority of the Committee to assume that Officers duties

- b) Meetings of the Executive Committee shall be held as often as deemed necessary but at least every 4 months. A minimum of 1 months' notice of an Executive Committee meeting shall be given.
- c) A quorum for the Executive Committee meetings shall consist of least 2 Officers and 3 Committee Members.
- d) The Executive Committee shall have the power to co-opt new members in the event of positions becoming vacant between General Meetings. Those co-opted shall only hold office until the next General Meeting at which the election of Officers and Committee takes place.
- e) No individual who has been a Member for less than 3 years may be elected or co-opted onto the Executive Committee.
- f) The Executive Committee shall elect each year, from their own number a Vice-Chairman who shall serve for 1 year only.
- g) The Executive Committee shall have the power to make such byelaws and regulations not inconsistent with the terms of the Constitution and Rules, as it may from time to time deem necessary.
- h) The Executive Committee may establish Sub-Committees for specific purposes. All matters of policy and or finance shall reside with the Executive Committee.
- i) . All fully paid-up Members of the Association shall be entitled to receive a copy of all Committee Minutes upon request in writing to the Hon. Secretary.
- j) No expenses in excess of funds shall be incurred by the Executive Committee.
- k) Officers and Executive Committee members shall be expected to attend at least 50% of the meetings in any one year. Failure to do so (unless for exceptional reasons) will render them ineligible to stand for re-election the following year
- l) All prospective Officers and Executive Committee standing for election shall submit a short CV with their nomination papers. This CV will be made available to all voting members

#### 4. ELECTION OF MEMBERS

- a) The Association shall consist of an unlimited number of members, a register of whom shall be kept by the Honorary Secretary.
- b) Membership applications will be considered by the IWSA Membership sub-committee and put forward to the Executive Committee. Acceptance shall be on payment of subscription in full, the applicants name and such details as the Executive Committee may request submitted to the Executive Committee and admission to Membership shall be by a majority vote of the Executive Committee
- c) The decision of the Executive Committee not to admit any candidate shall be final and it shall not be bound to give any reason for its decision.

#### 5. LIST OF MEMBERS

- a) The Association will make a list of members and their addresses available for inspection if so requested by the Members of the Association or The Kennel Club.
- b) The Association may maintain such membership lists and only such information as is appropriate to the management of the Association on a database, which may not be used for any other purpose.

#### 6. VOTING RIGHTS

- a) Members are entitled to vote immediately upon acceptance of membership
- b) Life members, and Ordinary members are entitled to one vote. Additional household members over the age of 18 will only be permitted to vote if they have become ordinary members.
- c) Proxy votes are not allowed, but Postal or Online voting for Officers and Committee and Judges for IWSA Shows can be held.
- d) Voting whether to be by secret ballot or by show of hands, shall be decided by majority at meetings.
- e) Postal or online voting papers will be sent to individual fully paid-up members and should be returned to the Kennel Club, or the nominated Independent Administrator appointed by the Executive Committee.

## 7. ASSOCIATION PROPERTY

- a) The property of the Association shall be vested in the Executive Committee. A full register of property (including Trophies) will be maintained by the Secretary and will be open to inspection by the Executive Committee at any time
- b) The Association may be dissolved and wound up provided that a resolution to that effect has been passed by a majority of two thirds of the Members present at a General Meeting; of which notice specifying the intention to propose the resolution has been duly given.
- c) If, upon the winding up or dissolution of the Association, there remains after the satisfaction of all its debts and liabilities any assets other than trophies awarded to the Association, a General Meeting shall be called to dispose of such assets.
- d) With respect of such trophies, the donor shall, wherever possible, be consulted and such trophies be disposed of in accordance with their wishes.
- e) If the Association is wound up or ceases to be a registered club under Kennel Club Regulations, final statement of Audited Accounts, with a record of the disposal of the property of the Association shall be forwarded to The Kennel Club within 6 months. The persons named as Officers and Executive Committee on the last return furnished to The Kennel Club will be held responsible by The Kennel Club for the proper winding up of the Association.
- f) All cups, trophies etc., for award at Association events shall be the property of the Association and they will be accepted on this understanding only.
- g) A Member who shall win one of the Associations Perpetual Trophies and who elects to take temporary possession of the same shall sign for its receipt and undertake every reasonable care to safeguard it against loss or damage whilst in his/her custody or control. He/she shall ensure that it is returned by the time specified by the Association. Should a trophy be lost or damaged the holder must immediately notify the fact to the Honorary Secretary.

## 8. ASSOCIATION ACCOUNTS & AUDITORS

- a) A current banking account shall be held in the name of the Association at a branch of a recognised clearing bank approved by the Executive Committee, into which all revenue of the Association shall be paid and from which withdrawal shall be made. All cheques shall require two signatures, the signature of the Honorary Treasurer and either that of the Chairman or the Honorary Secretary.
- b) Investment and/or Deposit accounts may be opened at the discretion of the Executive Committee and all withdrawals from or instructions regarding these accounts shall be made on the signature of the Honorary Treasurer and either the Chairman or the Honorary Secretary.
- c) The Honorary Treasurer shall maintain all the accounts and an Independent Examiner(s) shall be appointed at each Annual General Meeting for the purpose of Auditing the Association's accounts for the ensuing year. The Independent Examiner(s) shall either be one qualified or two unrelated unqualified Auditors, unconnected to the Committee.

## 9. SUBSCRIPTIONS

- a) Subscriptions shall become due by 1<sup>st</sup> January each year and must be paid by 31 January after which all voting rights will cease. However, renewals will be received until 31<sup>st</sup> March each year after which any subsequent renewal will be treated as a new application

## 10. EXPULSION OF MEMBERS

- a) Any Member who shall be disqualified under Kennel Club Rule A11j (5) and/or Kennel Club Rule 11j(9) shall ipso facto cease to be a Member of the Association..
- b) If the conduct of any Member shall, in the opinion of the Committee of the Association be injurious to or likely to be injurious to the character or interests of the Association, the Committee may at a meeting, the notice convening which includes as an object the consideration of the conduct of the Member, determine that a 'Special General Meeting' of the Association shall be called for the purpose of passing a resolution to expel him/her.

c) Notice of the 'Special General Meeting' 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 might attend and offer an explanation. If at the Meeting a resolution to expel is passed by a two thirds majority of 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 Association, except that he/she may, within two calendar months from the date of the meeting, appeal to the Kennel Club upon and subject to such conditions as the Kennel Club may impose.

#### 11. FINANCIAL YEAR/ANNUAL GENERAL MEETING

The Financial Year of the Association shall be from 1st January to the 31st December. The Annual General Meeting shall be held before 31st March each year.

#### 12. GENERAL MEETINGS

##### a) Annual General Meeting

Nature of Business to be conducted:

To receive the reports of the Officers and Balance Sheet from the Auditor, to approve the Minutes of the previous Annual General Meeting and any 'Special General Meeting', Election of Officers and Committee and to discuss any resolution duly placed on the Agenda of which prior notice of at least eight weeks has been given to the Honorary Secretary. No business shall be transacted at the Annual General Meeting unless notice thereof appears on the Agenda, with the exception of, items raised under 'Any other business', which in the opinion of the Chairman of the Meeting are urgent.

b) The certified accounts will be made available on request to members 14 days prior to the AGM

c) Every Member shall receive at least one calendar months' notice of the Meeting together with an Agenda.

d) Propositions and nomination of Officers and or Committee for the A.G.M must be with the Hon. .Secretary by 31st January each year and must be duly proposed and seconded by two fully paid-up Members and be accompanied by an acceptance from the nominee.

##### e) 'Special General Meeting'

A Special General Meeting shall be called by the Honorary Secretary at the request of the Executive Committee or at the request of twenty five bona fide Members submitted to the Hon. .Secretary. Such meetings shall be called within twenty one days of the request and fourteen days notice of the meeting shall be given to all Members. No business other than that stated shall be discussed at a Special General meeting.

f) A quorum for the Annual/Special General Meetings shall consist of least 2 Officers and 3 Committee Members, plus 10 Members

#### 13. AMENDMENTS TO RULES

The Rules of the Association may only be altered at an Annual General Meeting or Special General Meeting, notice of which includes details of the proposal to alter the rules. Such alterations shall not be brought into force until the Kennel Club has been advised and has given its approval.

#### 14. ANNUAL RETURNS TO THE KENNEL CLUB

a) The Officers acknowledge that during the month of January each year Maintenance of Title fee will be forwarded to the Kennel Club by the Hon. .Secretary for continuance of Registration and that by 31st July each year, other returns, as stipulated in Kennel Club Regulations for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities be forwarded to The Kennel Club.

b) The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary of the Association which may occur during the course of the year.

#### 15. KENNEL CLUB FINAL COURT OF APPEAL

The Kennel Club is the final authority for interpreting the rules and regulations of the society in all cases relative to canine or society matters

## 16 FEDERATIONS

The Association shall not join any Federation or Societies or Clubs.

## 17. BANKRUPT PERSONS

No person whilst an Un-discharged Bankrupt may serve on the Committee of the Association or hold any other Office or appointment within a Kennel Club Registered Society.

## 18. BREED SOCIETY JUDGES LISTS

a) The Association must produce a list of Judges each year, which shall be submitted to The Kennel Club as part of the Annual Returns. The purpose of the Breed Society Judges Lists is to indicate to interested parties those persons a Breed Society would support at differing levels of judging. Membership of the Association is not a prerequisite for inclusion on the lists. The lists are divided into five parts, namely A1, A2, A3, B and C and they must Indicate the date on which they will expire.

A1 List must indicate all persons the Association would support to award Challenge Certificates and who have previously been approved by The Kennel Club to award Challenge Certificates in the breed.

A2 List must indicate all persons the Association would support to award Challenge Certificates and who provisionally The Kennel Club would also approve but who have not yet fulfilled an appointment to do so.

A3 List must indicate all persons the Association would support to award Challenge Certificates but whom as yet have not been approved by The Kennel Club. B List must indicate all persons the Association would support to judge the breed without Challenge Certificates.

b) The Judges Sub-Committee will, at their discretion, update the lists throughout the year in order to keep the Lists active and relevant

c) The lists shall be compiled in accordance with guidelines established by The Kennel Club.

## 19. NOTICE

Notice may be given to any member, i) by intimation in the dog press, i.e.. Our Dogs or Dog World or, ii) Personally or, iii) By sending it by post, service of notice shall be deemed to be effected by properly addressing, pre-paying and posting it and to have been effected at the expiration of seventy two hours after it was posted. iv) and by email or other electronic means

## 20. INDEMNITY

The Members of the Committee and any Subcommittee thereof, the Officers of the Association and the Auditor(s) shall be indemnified out of the funds of the Association against all loss, costs and charges which they may respectively incur or be put to on account of any contract, deed, act or matter or thing done, entered into executed or permitted by them respectively on behalf of the Association; and each of them for his own acts, receipts, neglects or defaults only. Neither they nor their heirs, executors through the insufficiency or deficiency of title to any property acquired for or on behalf of the Association or for the insufficiency or deficiency of any obligation or security in or upon which any funds of the Association shall be invested or for any loss or damage arising from the bankruptcy, insolvency, or wrongful act of any person with whom any monies, securities or effects shall be deposited or for any loss, damage or misfortune whatsoever shall happen in the execution of the duties of his office or in relation thereto unless the same shall happen through his own fault, wilful neglect, default, breach of duty or breach of trust.

## 21. IWSA CODE of CONDUCT OF MEMBERS

21a) Care and maintenance of dogs.

1. All Members are expected to maintain their dogs adequately. (In all cases of difficulty, help can be obtained from Committee members or Breed Welfare)

2. Members should consider the welfare of their dogs and the Breed in general above any personal gain and will take responsibility for the dogs they own.

3. Any Member hearing of or knowing of cases of maltreatment of Irish Water Spaniels, should report these to the Hon. Secretary for discussion by the Committee.

#### 21b) Breeding

1. Breeding should be planned and should be carried out selectively in an attempt to reduce faults, with particular reference to known hereditary defects.
2. Members wishing to breed Irish Water Spaniels must acquaint themselves with all hereditary and non-hereditary conditions known to exist within the breed (details of which can be obtained from the Honorary Secretary or the IWSA Website).
3. Members must avail themselves of any required B.V.A./K.C. Health Schemes appropriate to the Breed prior to mating and determine if the results are appropriate for breeding in accordance with current recommended Veterinary information available at the time.
4. Members must establish the COI % of a potential litter before mating and endeavour to remain below or within the current recommended level of inbreeding appropriate at the time. The calculation to be based on a minimum of 10 complete generations.
5. Members are recommended not to breed from bitches before the age of two years. Before breeding a litter members should familiarise themselves with The Kennel Club's rules for breeding and registering puppies.
6. Stud dogs shall not be used on bitches knowing a point of the Code of Conduct would be broken.
7. Written instructions, which should stress their potential commitment with particular reference to feeding and veterinary care, should be given to new owners with appropriate veterinary records.

#### 21c) Transfer of Stock

1. No Member should breed a litter unless reasonably sure of placing puppies in acceptable homes. In the light of initial circumstances changing, the breeder will help with the re-housing of the dog.
2. Members offering stock for sale should take every care to ensure that the Irish Water Spaniel is suitably placed.
3. Irish Water Spaniels should not be transferred to laboratories, pet shops or dealers.
4. No Irish Water Spaniel, which has any physical defect, known at the time of sale should be sold without the buyer being made aware of such defect and its possible consequences. Members should only sell Irish Water Spaniels, which, to the best of their knowledge, are in good health at the time of sale.
5. Members should make prospective purchasers aware of the problems that exist within the breed.
6. With every puppy sold a Kennel Club registration certificate should go to the new owner. Where a dog is a pet only or not to be bred from, any agreement should be in writing and registered with the Kennel Club.

#### 21d) Other Matters

1. Members will attempt to help and befriend new Irish Water Spaniel owners.
2. Members will conduct themselves in such a way as to not bring discredit to the breed or the Association and will demonstrate good sportsmanship at all times.
3. Kennel Club Rules should be followed at all times.
4. Advertising should be as factual as possible and in no way misleading.
5. Derogatory remarks should not be made about any Members or their stock.
6. Any Member aiding and abetting any other Member to breach the Code of conduct will be held equally responsible with the offender.

All members of the Irish Water Spaniel Association are, as a condition of Membership, bound by the current Rules and Conditions with particular reference to the Code of Conduct.