



63RD ANNUAL GENERAL MEETING
AGM PACK

Labrador Retriever Kennel Club of South Africa

Since 1958

Affiliated to the Kennel Union of South Africa

LABRADOR RETRIEVER KENNEL CLUB

(Affiliated to the KUSA)

www.labclub.org.za

Tax Exemption (NPO) No: 930015033



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Online Meeting Etiquette

This document is prepared on the basis that the LRKC's 63rd Annual General Meeting is to be conducted Online, through Microsoft Teams and assist attendees on the process that will be followed during the meeting.

1. Prior to the date of the LRKC AGM, all confirmed attendees will be sent an electronic meeting invite by e-mail with a link to join the meeting. In this invite, the AGM meeting pack will also be emailed electronically, and set on the screen display to follow the meeting for ease of reference.
 - a. You do not need to have Microsoft Teams installed on your PC to join the meeting. Follow the instructions below to join the meeting.
 - b. In the email invite, select **Click here to join the meeting**.
 - i. You can also use a dial-in number and conference ID from the email to call in.
 - c. Three choices will present itself:
 - i. Download the Windows App.
 - ii. **Continue on this browser: Join a Teams meeting on the web.**
 - iii. Open your Teams app.
 - d. Select option two if you do not have the Microsoft Teams App.
 - e. Type your name, so that we can Identify who you are for attendance and voting purposes.
 - f. Choose your audio and video settings.
 - i. Upon entering the meeting, everyone is required to mute their microphone so that the necessary business may be conducted.
 - ii. You are more than welcome to have your video display on, remember that this does slow down your internet.
 - g. Select the **Join Now** option.
 - h. Everyone will then go to the lobby, and thereafter admitted into the meeting.
2. Remember, your microphone is to be muted, if your microphone is not muted, it will be muted on your behalf.
3. Notice to convene the meeting will announced by the club secretary.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs E Howard; Mrs D Holman

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Mrs S Borralho; **Treasurer:** Mrs M Wynne

4. Attendees register will then be taken. Your name will be read out and you will need to confirm your attendances either through verbal confirmation or by “raising your hand” (click the raise your hand button) to confirm your attendance.
 - a. When confirming your attendance through verbal confirmation, please **unmute** your mic and then **re-mute** your mic thereafter.
5. Apologies will then be noted.
 - a. Should you wish to note an apology, please raise your hand, wait to be given the opportunity by the chairman, then unmute and re-mute accordingly.
6. The agenda will be followed for the business of the day.
7. **Voting**
 - a. Voting will take place by means of raised hands, which will need to be recorded accordingly. Please allow the Chairman and Secretary to record these, and only once recorded please remove the “raise hand” option.
8. Be careful not to interrupt others when they’re speaking. Though, this can admittedly be difficult if lags in audio responsiveness or video streaming make it unclear when other participants start and stop speaking. This is a significant reason to invest in a conferencing solution with the highest quality HD audio and video.
 - a. For this specific reason, should you need to speak during the meeting, please raise your hand, and the Chairman will acknowledge and open the floor to you.
9. Another great tip: mute your mic when you aren’t speaking. We’ve all heard conference call horror stories about people who assumed they were on mute only to share private or unsavory information to an unintended audience.
10. Meeting manners don’t go away just because you aren’t physically present with the other participants. Put the golden rule to work here: do unto other online meeting attendees, as you would have them do in your meetings.
11. Everyone not following or adhering to the above unfortunately will be asked to leave the meeting accordingly to ensure that the business of the day can be achieved.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs E Howard; Mrs D Holman

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Mrs S Borralho; **Treasurer:** Mrs M Wynne



LABRADOR RETRIEVER KENNEL CLUB
(A F F I L I A T E D T O T H E K U S A)

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 63rd **Annual General Meeting** of the **Labrador Retriever Kennel Club** will be held at **11h00** via **Microsoft Teams** on **SATURDAY 6 March 2021**.

A G E N D A

1. Notice to convene the meeting.
2. Present and apologies.
3. Minutes of the 62nd Annual General Meeting held on Saturday 29th February 2020.
4. Matters Arising from foregoing Minutes.
5. Chairman's Annual Report.
6. Treasurer's Report and Audited Balance Sheet and Income and Expenditure Account for the Year.
7. Matters arising from these two reports.
8. Items submitted by Management Committee.
9. Items submitted by members of the LRKC^a.
10. Motions for the amendment of the LRKC Constitution^b.
11. Appointment of Auditor for 2021.
12. Election of Officers to the Management Committee for 2021^c (please see Addendum 1).
13. Election of Patrons, President and Vice-President (please see Addendum 2).
14. General.
15. Awards for 2020.

^a Members are invited to submit matters for the Agenda as soon as possible but not later than 3rd March 2021.

^b Please note that all proposals to amend the Constitution must be posted to all members not less than twenty-one (21) days before the date of the meeting AGM.

^c Please be reminded that members not in good standing or whose privileges have been suspended are not eligible to vote.

President: Mrs J Pott
Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard
Chairman: Mr D Malcolm; **Vice Chairman:** Mr AD Wynne;
Secretary: Mrs S Borralho; **Treasurer:** Mrs MA Wynne



LABRADOR RETRIEVER KENNEL CLUB

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Tax Exemption (NPO) No: 930015033

DRAFT MINUTES OF THE 62nd ANNUAL GENERAL MEETING OF THE LABRADOR RETRIEVER KENNEL CLUB HELD ON SATURDAY 29 FEBRUARY 2020 AT EDGECOMBE HOUSE, MIDRAND, JOHANNESBURG.

PRESENT: 15 members

APOLOGIES: Prof Colin Harrison, Mrs Patricia Harrison, Mr & Mrs Holman, Mr & Mrs van Tonder, Mr & Mrs Hacking, Mrs J Bonthuys, Mr & Mrs Walters, Mr & Mrs Richards, Dr Vicki Reid, Mrs A van Heerden, Mr & Mrs Bosman and Mrs T Rowan

1. NOTICE TO CONVENE THE MEETING

The Secretary read the notice to convene the meeting.

2. WELCOME & APOLOGIES

Apologies were recorded as above. The Chairman welcomed everyone present and thanked them for their attendance.

3. MINUTES OF THE 61st AGM HELD ON SATURDAY, 16th MARCH 2019 FOR APPROVAL AND ADOPTION

The chairman suggested a page turn review of the Minutes of the 61st AGM held on 16th March 2019, having been circulated and uploaded to the LRKC website in draft format and that members should point out items for discussion and correction.

- No corrections noted.
- No other amendments were requested.

Acceptance of the minutes:

Proposed: Ms Julie Blackburn

Seconded: Mr Tony Wynne

4. MATTERS ARISING FROM THE FOREGOING MINUTES

9.2 It has been noted that KUSA has no regulation regarding Veterinary letters required for spayed bitches.

10.1 There is no need for a change to the Constitution which states "no less than 6 nor more than 10 Committee Members".

9.1 The Bill Tait Trophy – Jane Pott, Genevieve Alberts and Renier Jansen van Vuuren to put together a Proposal to convert the current Field Trial Challenge held at the annual Championship Show to a more prestigious Annual Award with the winner being announced at the AGM. It was agreed this would be more inclusive as it would

potentially include dual purpose dogs in other provinces who do not show at the annual Championship Show. The proposal would be submitted to Gwyn Tait – Bill Tait's widow for approval.

Jane Pott noted that field trial handlers don't want to sit through an entire Championship Show only to participate in a Challenge. Pierre Nicholson suggested we move this event to the beginning of the show but it was pointed out by Renier Jansen van Vuuren that shows have to follow a set procedure and Challenges have to be done at the end of the Show.

- 8.1 Renier Jansen van Vuuren was pleased that the Club had decided to keep the second Open Show for 2020 and going forward.

5. CHAIRMAN'S ANNUAL REPORT

The Chairman presented his annual report, discussing the activities and events of 2019 and the Clubs challenges going forward. (Attached)

6. TREASURER'S REPORT AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR

The Treasurer presented his report and briefly summarized the Statement of Financial Position and Statement of Comprehensive Income (attached).

7. MATTERS ARISING FROM THESE TWO REPORTS

7.1 Matters Arising from the Chairman's Report:

- None

Acceptance of Chairman's Report:

Proposed: Ms Genevieve Alberts
Seconded: Mr Renier Jansen van Vuuren

7.2 Matters Arising from the Treasurer's Report:

- Genevieve Alberts asked for clarification of the Trophy Expenditure and it was explained that old Trophies had been refurbished to be re-used in 2020 and have since been sold to cover the cost and raise funds for the club.

Acceptance of Treasurer's Report:

Treasurer's Report Proposed: Ms Genevieve Alberts
Treasurer's Report Seconded: Mr Renier Jansen van Vuuren

8. ITEMS SUBMITTED BY MANAGEMENT COMMITTEE

Items submitted by the Management Committee.

- 8.1 Field Trial Expenses were noted in that the cost of Game is prohibitively expensive but necessary to continue this sport. Carlos Borralho asked if any of the Field Trial Clubs made a profit and Jane Pott stated that the Cape Field Trial Club did, and that was due to the dedication of the Chairperson who canvassed sponsorship and advertising. Dwayne Malcolm advised that the Club cannot continue running loss making field trials and changes would need to be made to the format. He indicated that the trial would no longer be held at Val, Standerton because the venue hire was prohibitive and it is likely that the remote location has become expensive for trialers to drive to. The Club would have to consider running fewer stakes, keeping the stakes that attract the most entries; and also consider hosting trials jointly with other Clubs in order to share resources. The Field Trial sub-committee would consider other ways of saving costs.

- 8.2 It was discussed that outside the Dog community very little was known about Field Trials and Dog Shows and a sub-committee was set up to target Sponsorship, Advertising, Club Event Promotion and Fundays in the community.

- 8.3 Sponsorships: Mrs Pat Harrison offered sponsorship for Rosettes for our Championship Show and this was gratefully

accepted by the Club.

8.4 Mrs Di Holman has sponsored gifts for the clubs Open and Championship shows for 2020 and we are extremely appreciative of these gifts. Mrs Holman has also offered to supply more items for our Raffles.

9. ITEMS SUBMITTED BY MEMBERS OF THE LRKC

None.

10. MOTIONS FOR AMENDMENT OF THE LRKC CONSTITUTION

10.1 It was noted that we did not need to amend the Constitution to change from Auditors to an Independent Financial Practitioner as KUSA's Constitution states a Financial practitioner and this overrides all Club Constitutions.

11. APPOINTMENT OF ACCOUNTANT FOR 2020

TFS TecFin – Rudoulph Bouwer be approached.

Proposed: Renier Jansen van Vuuren

Seconded: Tony Wynne

12. ELECTION OF OFFICERS TO THE MANAGEMENT COMMITTEE FOR 2020

The chairman reminded the meeting as per Addendum 1 of the AGM Notice circulated to members that:

- In terms of the Constitution the following members were elected at the AGM in 2019 for a two-year period and will therefore continue to serve until AGM 2021: Jane Pott, Dwayne Malcolm, Renier Jansen van Vuuren, Genevieve Alberts and Sandy Borralho.
- In terms of the Constitution the following members will reach the end of their two-year term of office at the time of the AGM 2021 and have accepted their nominations for re-election onto the Management Committee:
Thania Rowan, Tony Wynne and Marie Wynne.
- Carl Bosman and Lesley Bosman had tendered their resignations.
- Further nominations have been received for Chester Smant, Pierre Nicholson and Marietjie Nicholson.
- The meeting voted unanimously in favour of the positions available being filled by Chester Smant, Pierre Nicholson and Marietjkie Nicholson.
- Genevieve Alberts noted that the Committee would henceforth comprise 11 members and the Constitution only allows for 10 voting members, resulting in one member having to be a non-voting member. Marietjie suggested that since Pierre was also on the Committee she was happy that her Committee membership would not carry a vote.

13. ELECTION OF PATRONS, PRESIDENT AND VICE-PRESIDENT

No nomination was submitted for the position of Patron or Vice-President.

One nomination was submitted for the position of President: Mrs Jane Pott

The proposal was voted on and received unanimous support.

14. GENERAL

- The Chairman thanked Tony and Marie Wynne for stepping up to lead the Field Trials and he thanked Jane, Genevieve and Sandy for their support during 2019.

15. PRESENTATION OF AWARDS FOR 2019

The annual awards were presented to the winners as follows:

<p><u>Victor Ludorum</u> <i>(Top winning male Labrador Retriever)</i></p>	
<p>Winner: CH Bunnichem Chimbarozo of Rowania Owner: Mrs T Rowan Points: 233</p>	<p>Runner Up: CH Craignair Black Hawk Owner: Mrs J Pott Points: 98</p>
<p><u>Victrix Ludorum</u> <i>(Top winning female Labrador Retriever)</i></p>	
<p>Winner: Gr. Ch & Int. Ch Ablesing Kiara For Keeps at Mirain Owner: Mrs S Borralho Points: 162</p>	<p>Runner-Up: Rowania Sapphire Blue Owner: Mrs M van Tonder Points: 47</p>
<p><u>Supreme Champion</u> <i>(Points scored by Labrador Retrievers with the title of Champion)</i></p>	
<p>Winner: Gr. Ch & Int. Ch Ablesing Kiara For Keeps at Mirain Owner: Mrs S Borralho Points: 122</p>	<p>Runner-Up: CH Bunnichem Chimbarozo of Rowania Owner: Mrs T Rowan Points: 119</p>
<p><u>Ch Marsta Secret Duke Award</u> <i>(Highest placed Labrador Retriever in Animaltalk top 100 ratings – counting Group and BIS placings)</i></p>	
<p>Winner: Craignair Special Titan at Kloofzicht Owner: Mrs M van Tonder Points: 495 (placed 45th on Animaltalk Top 100)</p>	<p>Runner-Up: CH Bunnichem Chimbarozo of Rowania Owner: Mrs T Rowan Points: 457 (placed 50th on Animaltalk Top 100)</p>
<p><u>Ch Balrion Lord of the Manor of Breckondale Trophy</u> <i>(Labrador Retriever Kennel with the highest number of points scored at the LRKC Open and Championship Shows)</i></p>	
<p>Winner: Mirain Owner: Mrs S Borralho Points: 76</p>	<p>Runner-Up: Craignair Owner: Mrs J Pott Points: 33</p>
<p><u>Best Junior Dog</u> <i>(Awarded to the male Labrador that scored the most points from Minor Puppy, Puppy and Junior Classes)</i></p>	
<p>Winner: Craignair Pinot Noir Owner: Mrs J Pott Points: 68</p>	<p>Runner-Up: Potiphar Oh So Hot at Stagmanskop Owner: Mrs D Hacking Points: 57</p>
<p><u>Best Junior Bitch</u> <i>(Awarded to the female Labrador that scored the most points from Minor Puppy, Puppy and Junior Classes)</i></p>	
<p>Winner: Amadeuze Rustl of Spring Owner: Mrs a van Heerden Points: 42</p>	<p>Runner-Up: Mirain Faylinn In Love Owner: Mrs S Borralho Points: 35</p>
<p><u>Best Veteran Dog</u> <i>(Awarded to the male Labrador that scored the most points from the Veteran Class)</i></p>	
<p>Winner: GR CH Craignair Desert Flyer of Stagmanskop Owner: Mrs D Hacking Points: 163</p>	<p>Runner-up: CH Oakglen African Lad at Mirain Owner: Mrs S Borralho Points: 32</p>
<p><u>Best Veteran Bitch</u> <i>(Awarded to the female Labrador that scored the most points from the Veteran Class)</i></p>	
<p>Winner: Ch Craignair Huntress Gold Owner: Mrs J Pott Points: 32</p>	<p>Runner-Up: CH Ablesing Amazing Allegra at Amadeuze Owner: Mrs A van Heerden Points: 31</p>

Craignair Breeders Trophy

(Awarded to the top breeding kennel based on breed show results for dogs bred by that kennel, including at least one home bred champion)

Winner: Craignair
Owner: Mrs J Pott
Points: 576

Runner-Up: Ablesing
Owner: Mrs J Botha
Points: 300

In closing, the Chairman thanked the members for their attendance and declared the meeting closed.

Signed: 
Chairman

Signed: _____
Secretary

Date: _____



LABRADOR RETRIEVER KENNEL CLUB
(A F F I L I A T E D T O T H E K U S A)

CHAIRMANS REPORT – 63rd AGM – 6th March 2021

As we are still getting used to the “new normal” and transition to a life of social distancing, it is my pleasure to welcome you all “virtually” to the LRKC’s 63rd Annual General Meeting. Thank you for being here, your presence is most valued and appreciated.

At our last AGM back in February 2020, I don’t think that anyone thought that the world would have changed so drastically due to the worldwide pandemic, especially after a really successful AGM. Three new committee members joined the management committee, and a sub committee was formed to try bolster membership in the club and promote the club. Unfortunately, our enthusiasm was dampened when COVID-19 became a reality in South Africa.

With no KUSA-sanctioned events held for some six months in South Africa, the LRKC had to cancel its Field Trial Event and Second Open Show. Our regular Championship Show date also came and went. However, we were delighted when KUSA announced that shows could resume in October and the Committee scrambled to host a Championship Show in record time, holding its 53rd Annual Championship Show on the 15th of November.

The 2020 year was yet another great year for our breed, as we had:

- 4 new breed champions.
- 1 junior merit award.

This is a tremendous achievement for our club members, considering how few shows were held. Congratulations!

BREED SHOWS

Our 2020 shows were sponsored by Dogsense, their support was hugely valued, and we were extremely grateful for their sponsorship. Thank you, Dogsense. The show rings were again filled with great camaraderie and sportsmanship. Again, we had a year of good entries and positive remarks were received from our appointed judges.

The **Summer Open Show** was held on the 22nd of February and judged by Liz Megginson, attracting a super entry of 52 dogs. Mrs. Liz Megginson awarded Mrs. Sandy Borralho’s Int.Ch and Gr. Ch. Ablesing Kiara for Keeps at Mirain, Best in Show, with Ms. Sharron Brown’s Conkasha Yellow Eclipse winning Reserve Best In Show, Best Junior and Best Puppy in Show. Ms. Sharron Brown’s Conkasha Flying the Flag was awarded Best Baby Puppy.

Our **Winter Open Show** was unfortunately canceled due to the COVID-19 pandemic.

The **53rd Annual Championship Show** was judged by Mrs. Dale Fabian of Bardale Labradors.

Entries for the championship show were around 61 - a good entry given a few of our larger exhibiting kennels could not be present and that the show was held under strict COVID-19 protocols.

Best In Show was awarded to Thania Rowan’s Gr Ch Bunnichem Chimborazo of Rowania JM, RBIS was awarded to Jane Pott’s Ch Craignair Black Hawk JM, Best Junior was awarded to Genevieve Alberts’s Lethanwood Ravens Flight and Best Veteran In Show went to Sandy Borralho’s Int.Ch and Gr. Ch. Ablesing Kiara for Keeps at Mirain. Best Puppy In Show was awarded to Thania Rowan’s Rowania Maya & Me, whilst Best Baby Puppy In Show went to Mercia van Tonder’s Rowania Echoing Kloofzicht.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Ms S Borralho; **Treasurer:** Mrs M Wynne

FIELD TRIALS

The 50th Annual Field Trials was unfortunately cancelled in 2020 due to the pandemic, however, we are hoping to host the 50th Annual Field Trials this year, from the 29th of April to the 1st of May 2020.

PUBLICATIONS

Our very own Genevieve Alberts has done a sterling job, as always, with our LRKC Bulletins and our wonderful 2020 Lab Lines yearbook. The yearbook, which is normally full of news and views from our members, show and field trial results, and accounts of various dog activities here and there also felt the impact of the Lockdown. The shortage of members news and results was made up for with a variety of interesting breeding, field, health and general Labrador-related articles.

MEMBERSHIP

Disappointingly, our paid-up membership numbers are not growing. We are also not really getting any younger members joining which is a concern for the long-term sustainability of the club and although membership levels are okay currently at around 76 paid up members, including honorary life members, we need to find ways to attract young enthusiasts to our club to continue the legacy into the future.

Our immediate challenge is to find ways to boost membership levels in order to ensure our ability to continue running events such as the Field Trials on the scale we have in the past and also to be able to invite overseas breed judges for our Championship Show each year.

An obvious reason for lack of growth in membership numbers could be the economic status in this country, but we see the same trend in other parts of the world, although their buffer is much bigger than ours. Whatever the reason, if our membership numbers and the funds members contribute to show and field trial entries and donations to the club do not match the ever-rising costs, we may be forced to scale down on our Trials, Shows and yearbook.

It will be a challenge for the newly elected committee in 2021 to find ways to boost membership levels.

MANAGEMENT COMMITTEE:

I would like to thank the 2020 Committee for their hard work and commitment to the Club during the pandemic and for hosting a very successful Championship Show at very short notice. The Committee's enthusiasm for the Breed and for the Club is humbling and I am proud to work with each one of them.

I would like to make special mention of Jane Pott, Sandy Borralho and Genevieve Alberts for being hard-working members of the committee, the glue that holds us all together and being my unwavering pillars of support this past year. To Thania Rowan for being that important interface with our members, I thank you. Thank you too, to Pierre Nicholson my Deputy Chair, for your support, and also to Chester Smart, Marie and Tony Wynne as well as Marietjie Nicholson for all the work and guidance. Last but not least, Renier Jansen van Vuuren, thank you for your guidance, your support, your ideas and your immense knowledge. I would also like to thank those who are not on the committee but who have worked very hard behind the scenes, your support and guidance is always appreciated. For the Club to move forward and grow, we need all hands-on deck!

OTHER EVENTS:

We were extremely fortunate to host two ringcraft training events after the Lockdown levels were reduced accordingly, arranged by Jane Pott. The events were a great success and a revenue booster during the pandemic.

CLOSING:

While it might be too early to estimate the full impact of the current crisis on the LRKC, at this point we believe the financial impact is absolutely manageable. The LRKC remains resilient in the current environment, as the economy, community and society weather this situation. Hopefully, 2021 will allow us to be more active with our dogs in the show ring and at field trials, something I am sure we all missed last year.

In closing, I am proud of how we have managed club affairs in 2020 but I do believe we need to make some tough decisions on how we run the Club going forward to ensure we retain our financial buffer, some of which we will debate today as part of the AGM.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Ms S Borralho; **Treasurer:** Mrs M Wynne

I trust the incoming committee will continue to manage our costs and maximize income where possible to ensure the continued sustainability of our financial position going forward.

I would like to assure you that it will always be this management committee's sole responsibility to serve the interests of our members and that of Labrador Retrievers in South Africa. We are committed and dedicated.

Thank you all,

Dwayne Malcolm
LRKC Chairman - 2020

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Ms S Borralho; **Treasurer:** Mrs M Wynne



LABRADOR RETRIEVER KENNEL CLUB

(A F F I L I A T E D T O T H E K U S A)

TREASURER'S REPORT – 63rd AGM – 6th March 2021 2020 FINANCIAL YEAR END

The 2020 financial year was a challenging year for dogdom, with no KUSA-sanctioned events held for some 6 months in South Africa and COVID-19 still dictating how we should live our lives.

Even though COVID-19 cancelled our 2020 Field Trial Event and Winter Open Show, the club was able to remain resilient with well managed expenses and monitoring of cash flows.

Revenue has decreased from the previous year by 40% and even though expenses were curbed by a third the club posted a surplus of R17,367. The main factor impacting a reduction in revenue was due to the cancellation of events due to the pandemic. Unfortunately, some event costs were incurred before lockdown was announced and these could not all be recovered.

COVID-19 existed globally at the reporting date. COVID-19 in itself is not an event; however, the National State of Emergency and Lockdown are events, which occurred after the reporting date as a result of COVID-19. It was concluded that the declaration of COVID-19 as a pandemic is such a non-adjusting event. The impact of COVID-19 on accounting standards that require the use of forward-looking information (expected credit losses and goodwill impairment) was assessed based on information available as at 31 December 2020.

Cash and cash equivalents increased by 55% to R57,300 from R30,980, and accounts receivable decreased by 1% for the year ended 31 December 2020. Most of the trade receivables is due to member's and competitors not settling their outstanding bills with the LRKC. There has however been work done to reduce this amount to an acceptable level and at the date of writing this, the total outstanding by members is R17,973.93.

A prudent provision for an allowance of doubtful debts would equate to R10,617.60, 60% of the total debt outstanding. Most of this debt has been outstanding for 2-3 years and should require a provision. More drastic measures might need to be taken to collect these dues to the club.

The club continues to be in a solvent state for the financial year ended 31 December 2020, with total assets (R92,491) far outweighing the liabilities (R18,840).

The committee have given due consideration to the potential impact of the COVID-19 pandemic on the club's ability to continue as a going concern. The committee believe that the pandemic will have a temporary impact on the business activities. Notwithstanding these short-term challenges, the committee are of the view that the club has sufficient resources to continue as a going concern.

We wish to thank every member for their continued support over the past financial year and thank you for this continued support for the upcoming financial year.

Thank you all,

Marie Wynne
LRKC Treasurer – 2020

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr P Nicholson;

Secretary: Ms S Borralho; **Treasurer:** Mrs M Wynne

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)
Annual Financial Statements
for the year ended 31 December 2020



LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Annual Financial Statements for the year ended 31 December 2020

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The reports and statements set out below comprise the annual financial statements presented to the shareholder:

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LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Annual Financial Statements for the year ended 31 December 2020

General Information

COUNTRY OF INCORPORATION AND DOMICILE	South Africa
NATURE OF BUSINESS AND PRINCIPAL ACTIVITIES	Non-profit organisation, club organisation
COMMITTEE	Mr. D Malcolm (Chairman) Mr. P Nicholson (Vice Chairman) Mrs. S Borralho (Secretary) Mrs. M Wynne (Treasurer) Mrs. T Rowan (Membership, Shows and Sponsorship) Mrs. J Pott (President) Mr. T Wynne Ms. G Alberts (Publications and Shows) Mr. R Jansen van Vuuren Mrs. M Nicholson Mr. C Smant
REGISTERED OFFICE	The Crescent Office Park 3 Eglin Road Sunninghill Sandton 2191
COMPILERS	TFS Tecfin Head Office (Pty) Ltd The Crescent Office Park 3 Eglin Road Sunninghill Sandton 2191

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Annual Financial Statements for the year ended 31 December 2020

Committee's Responsibilities and Approval

The committee is required to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements satisfy the financial reporting standards as to form and content in the presentation of the statement of financial position, results of operations and business of the club, and explain the transactions and financial position of the business of the club at the end of the financial year. The annual financial statements are based upon appropriate accounting policies consistently applied throughout the club and supported by reasonable and prudent judgements and estimates.


The committee acknowledges that they are ultimately responsible for the system of internal financial control established by the club and place considerable importance on maintaining a strong control environment. To enable the committee to meet these responsibilities, the Committee sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the club and all employees are required to maintain the highest ethical standards in ensuring the clubs business is conducted in a manner that in all reasonable circumstances is above reproach.

The focus of risk management in the club is on identifying, assessing, managing and monitoring all known forms of risk across the club. While operating risk cannot be fully eliminated, the club endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The committee is of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss. The going-concern basis has been adopted in preparing the financial statements. Based on forecasts and available cash resources the committee has no reason to believe that the club will not be a going concern in the foreseeable future. The financial statements support the viability of the club.

The professional accountants are responsible for reporting on the annual financial statements. The professional accountants' compilation report is presented on page 3.

The annual financial statements as set out on pages 6 to 10 were approved by the Committee on 6 March 2021 and were signed on its behalf by:



Mr. D Malcolm (Chairman)



Ms. S Borrvalho (Secretary)



Report of the Compiler

To the Committee of Labrador Retriever Kennel Club of South Africa

We have compiled the accompanying annual financial statements of Labrador Retriever Kennel Club of South Africa based on information you have provided. These annual financial statements comprise the statement of financial position of Labrador Retriever Kennel Club of South Africa as at 31 December 2020, the statement of comprehensive income and the statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory information.

We performed this compilation engagement in accordance with International Standard on Related Services 4410 (Revised), Compilation Engagements.

We have applied our expertise in accounting and financial reporting to assist you in the preparation and presentation of these financial statements on the basis of accounting described in Note 2 to the financial statements. We have complied with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

These financial statements and the accuracy and completeness of the information used to compile them are your responsibility.

Since a compilation engagement is not an assurance engagement, we are not required to verify the accuracy or completeness of the information you provided to us to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on whether these financial statements are prepared in accordance with the basis of accounting described in note 2 to the financial statements and the requirements of the Companies Act of South Africa.

TFS Tecfin Head Office (Pty) Ltd

Per: Rudolph Bouwer

Director

Associate General Accountant (SA)

6 March 2021

The Crescent Office Park

3 Eglin Road

Sunninghill

Sandton

2191

Registration Number: 2011/135318/07; VAT Number: 4920261692

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AGA(SA): R Bouwer

Directors: J A Malcolm; D Malcolm; J L Coetzee (Managing)



LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Annual Financial Statements for the year ended 31 December 2020

Management's Report

The Committee present their report for the year ended 31 December 2020.

1. Review of activities

Main business and operations

The principal activity of the club is non-profit organisation, club organisation and there were no major changes herein during the year.

The operating results and statement of financial position of the club are fully set out in the attached financial statements and do not in our opinion require any further comment.

2. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

The committee have given due consideration to the potential impact of the COVID-19 pandemic on the club's ability to continue as a going concern. The committee believe that the pandemic will have a temporary impact on the business activities. Notwithstanding these short-term challenges the committee are of the view that the club has sufficient resources to continue as a going concern.

3. Events after reporting date

All events subsequent to the date of the annual financial statements and for which the applicable financial reporting framework require adjustment or disclosure have been adjusted or disclosed.

Impact of COVID-19

COVID-19 existed globally at the reporting date. COVID-19 in itself is not an event; however, the National State of Emergency and Lockdown are events, which occurred after the reporting date as a result of COVID-19. It was concluded that the declaration of COVID-19 as a pandemic is such a non-adjusting event. The impact of COVID-19 on accounting standards that require the use of forward-looking information (expected credit losses and goodwill impairment) was assessed based on information available as at 29 February 2020.

4. Committee's interest in contracts

To our knowledge none of the committee members had any interest in contracts entered into during the year under review.

5. Committee

The committee of the club during the year and to the date of this report are as follows:

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Annual Financial Statements for the year ended 31 December 2020

Management's Report

Name

Mr. D Malcolm (Chairman)

Mr. P Nicholson (Vice Chairman)

Mrs. S Borralho (Secretary)

Mrs. M Wynne (Treasurer)

Mrs. T Rowan (Membership, Shows and Sponsorship)

Mrs. J Pott (President)

Mr. T Wynne

Ms. G Alberts (Publications and Shows)

Mr. R Jansen van Vuuren

Mrs. M Nicholson

Mr. C Smant

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Statement of Financial Position

Figures in R	Notes	2020	2019
Assets			
Non-Current Assets			
Property, plant and equipment	3	5	5
Current Assets			
Inventories	4	3 422	5 297
Trade and other receivables	5	31 786	30 014
Cash and cash equivalents	6	57 278	30 623
		92 486	65 934
Total Assets		92 491	65 939
Reserves and Liabilities			
Reserves			
Retained earnings		73 651	56 284
Current Liabilities			
Trade and other payables	7	18 840	9 655
Total Reserves and Liabilities		92 491	65 939

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Statement of Comprehensive Income

Figures in R	2020	2019
Revenue	45 959	116 021
Operating costs	(28 827)	(121 708)
Operating surplus / (deficit)	17 132	(5 687)
Finance income	235	350
Surplus / (deficit) for the year	17 367	(5 337)
Retained income at 1 January 2020	56 284	61 621
Surplus / (deficit) for the year	17 367	(5 337)
Retained income at 31 December 2020	73 651	56 284

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Statement of Cash Flows

Figures in R	2020	2019
Cash flows from / (used in) operating activities		
Surplus / (deficit) for the year	17 367	(5 337)
<i>Adjustments for:</i>		
Investment income	(235)	(350)
Operating cash flow before working capital changes	<u>17 132</u>	<u>(5 687)</u>
<i>Working capital changes</i>		
Decrease in inventories	1 875	-
Increase in trade and other receivables	(1 772)	(10 198)
Increase / (decrease) in trade and other payables	9 185	(955)
Net cash flows from / (used in) operations	<u>26 420</u>	<u>(16 840)</u>
Investment income	235	350
Net cash flows from / (used in) operating activities	<u>26 655</u>	<u>(16 490)</u>
Net increase / (decrease) in cash and cash equivalents	26 655	(16 490)
Cash and cash equivalents at beginning of the year	30 623	47 113
Cash and cash equivalents at end of the year	<u>57 278</u>	<u>30 623</u>

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LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Accounting Policies

1. General information

Labrador Retriever Kennel Club of South Africa is a non-profit organisation.

2. Summary of significant accounting policies

These annual financial statements have been prepared in accordance with the accounting policies as set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These financial statements have been prepared under the historical cost convention and are presented in South African Rands.

2.1 Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. The following rates are used for the depreciation of property, plant and equipment:

Crates	100.00%
Show trophies	100.00%

2.2 Inventories

Inventories are stated at the lower of cost and selling price less costs to complete and sell. Cost is calculated using the first-in, first-out (FIFO) method.

2.3 Trade and other receivables

Trade receivables are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest rate method, less provision for impairment. A provision for impairment of trade receivables is established when there is objective evidence that the club will not be able to collect all amounts due according to the original terms of the receivables.

2.4 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown in current liabilities on the statement of financial position.

2.5 Trade payables

Trade payables are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest rate method.

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Notes to the Annual Financial Statements

Figures in R

2020

2019

3. Property, plant and equipment

	Cost	Accumulated depreciation	2020 Carrying value	Cost	Accumulated depreciation	2019 Carrying value
<i>Owned assets</i>						
Bird cages	6 488	6 487	1	6 488	6 487	1
Office equipment	1	-	1	1	-	1
Camping equipment	2 091	2 090	1	2 091	2 090	1
Crates	4 218	4 217	1	4 218	4 217	1
Show trophies	479 570	479 569	1	479 570	479 569	1
	<u>492 368</u>	<u>492 363</u>	<u>5</u>	<u>492 368</u>	<u>492 363</u>	<u>5</u>

	Carrying value at beginning of year	Additions	Disposals	Depreciation	2019 Carrying value at end of year
<i>Owned assets</i>					
Bird cages	1	-	-	-	1
Office equipment	1	-	-	-	1
Camping equipment	1	-	-	-	1
Crates	1	-	-	-	1
Show trophies	1	-	-	-	1
	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5</u>

4. Inventories

Inventories comprise:

Other stock	<u>3 422</u>	<u>5 297</u>
-------------	--------------	--------------

5. Trade and other receivables

Trade debtors	21 632	22 388
Prepaid expenses	10 154	7 626
	<u>31 786</u>	<u>30 014</u>

6. Cash and cash equivalents

Favourable cash balances

Bank balances	22 033	21 798
Call account	4 307	450
Bank balances	30 938	8 375
	<u>57 278</u>	<u>30 623</u>

7. Trade and other payables

Trade creditors	1 475	-
Income received in advance	17 365	9 655
	<u>18 840</u>	<u>9 655</u>

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Detailed Income Statement

Figures in R	2020	2019
Gross Revenue		
Membership fees	11 770	20 287
Donations received	2 770	17 135
Field trial income	-	36 889
Show income	28 259	34 090
Website advertising	3 160	7 620
	<u>45 959</u>	<u>116 021</u>
Other Income		
Investment income	235	350
	<u>235</u>	<u>350</u>
	<u>46 194</u>	<u>116 371</u>
Expenditure		
Club administration expenses	11 880	17 944
Field trial expenses	1 933	65 837
Show expenses	15 014	37 927
	<u>28 827</u>	<u>121 708</u>
Surplus / (deficit) for the year	<u>17 367</u>	<u>(5 337)</u>

LABRADOR RETRIEVER KENNEL CLUB OF SOUTH AFRICA

(Registration Number 930015033)

Financial Statements for the year ended 31 December 2020

Schedules

Figures in R	2020	2019
Field trial		
Income		
Field Trial Income:Advertising/Sponsorship	-	-
Field Trial Income:Camping Income	-	1 160
Field Trial Income:Catering and Refreshments	-	12 094
Field Trial Income:Entry Fees	-	19 400
Field Trial Income:Fund Raising Activities	-	4 235
	<u>-</u>	<u>36 889</u>
Expenses		
Field Trial Expenses:Administration Fees	(1 173)	(1 539)
Field Trial Expenses:Ammunition	-	(1 880)
Field Trial Expenses:Catalogues	-	-
Field Trial Expenses:Catering and Refreshment Costs	-	(24 127)
Field Trial Expenses:Fuel	-	(5 547)
Field Trial Expenses:Game Expenses	(760)	(18 471)
Field Trial Expenses:Gifts and related	-	(2 747)
Field Trial Expenses:Rosettes	-	(636)
Field Trial Expenses:Trailer Hire	-	(1 400)
Field Trial Expenses:Venue Hire	-	(5 500)
Field Trial Expenses:Wages	-	(3 990)
	<u>(1 933)</u>	<u>(65 837)</u>
Net profit/(Loss) - Field trial	<u>(1 933)</u>	<u>(28 948)</u>
Shows		
Income		
Show Income:Entry Fees	12 350	11 410
Show Income:Fund Raising Activities	10 835	13 040
Show Income:Ringcraft	1 462	-
Show Income:Sponsorships	65	500
Show Income:Trophy Income	3 547	9 140
	28 259	34 090
Expenses		
Show Expenses:Administration Costs	(1 885)	(3 670)
Show Expenses:Catalogue	(1 210)	-
Show Expenses:Gifts	(1 667)	-
Show Expenses:Judges Fees and Related	-	(12 235)
Show Expenses:Refreshments	-	(1 000)
Show Expenses:Rosettes	(2 304)	(1 451)
Show Expenses:Show Presentation Expenses	(717)	(681)
Show Expenses:Show memorabilia	-	(5 500)
Show Expenses:Trophy costs	(3 696)	(11 130)
Show Expenses:Venue Hire	(3 535)	(2 260)
	(15 014)	(37 927)
Net profit/(Loss) - Shows	<u>13 245</u>	<u>(3 837)</u>

Latest amendments approved: At the AGM held on the 56th of March 2016
By the KUSA on 22 November 2016

This Constitution, as duly amended from time to time in accordance with the terms thereof, is the only valid Constitution of the Labrador Retriever Kennel Club and replaces all previous Constitutions of this Club that exist, or may previously have existed, under any other name or in any form whatsoever.

The validity of this Constitution or any amendment thereof from time to time is evidenced by the appending thereto the signatures of the Chairman and Secretary of the Labrador Retriever Kennel Club, for the time being, at a properly constituted Annual General Meeting or duly convened Special General Meeting where such amendment was approved in accordance with the terms hereof.

1 NAME

The name of the Club shall be LABRADOR RETRIEVER KENNEL CLUB hereafter referred to as 'the Club'.

2 AFFILIATION WITH THE KENNEL UNION OF SOUTHERN AFRICA

- a) The Club shall be affiliated with the Kennel Union of Southern Africa (hereinafter referred to as the KUSA) through the Districts of Gauteng and Surrounds Provincial Council (DOGSPC) of KUSA and shall observe the Constitution, Rules and Regulations and pay an affiliation fee to KUSA as determined by KUSA.
- b) The Club shall be a member of the Field Trial Liaison Council (FTLC) of KUSA and shall observe the Constitution, Rules and Regulations and shall pay a membership fee to the FTLC as determined by the FTLC.

3 HEADQUARTERS AND ADDRESS OF THE CLUB

The headquarters of the Club shall be as determined from time to time by the Committee, but shall be in Gauteng Province and Surrounds and the Club's shows shall be held in the Western Districts of Gauteng and Surrounds

14 INTERPRETATION

- a) Throughout this Constitution and in any Regulations framed under it, words importing the singular shall include the plural, words importing the masculine gender shall include the feminine and neuter genders and vice versa unless such interpretation is inconsistent with the context thereof.
- b) When used in this Constitution or any By-laws appended thereto, the following words and phrases shall have the meaning ascribed to them unless the context clearly commands a different meaning:
- c) "Act" means the Animal Improvement Act No. 62 of 1998, as amended from time to time, inclusive of the Regulations issued in terms thereof.
- d) "Breed Assessment" means any activity, however described, in which a dog is physically examined in order to assess its conformity to the Breed Standard for the Labrador Retriever Kennel Club and to determine the dog's quality of character, or temperament. "Breed Survey" has a corresponding meaning.
- e) "Breed Standard" means the breed standard adopted by KUSA for the Labrador Retriever.
- f) "By-laws" mean the standing rules and regulations made by the Club or any sub-committees appointed by the Club, which have been formally adopted by the Club and approved by the Executive Committee of KUSA and duly appended to this Constitution from time to time.
- g) "Constitution" means this constitution of the Club, inclusive of its By-laws, as amended from time to time.
- h) "Dog Show" means any exhibition or show for dogs defined in, and recognised under, the Constitution of KUSA which, for the purposes hereof, includes:
- i) "Championship Show", being a dog show at which KUSA permits its certificates to be awarded.
- j) "Non-Championship Show", being an open show, or match meeting; and
- k) "Specialist Show", being a dog show at which KUSA permits certificates to be awarded which may apply to the Labrador Retriever breed only.

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- l) "Executive Committee" means the Executive Committee of KUSA.
- m) "Federal Council" means the Federal Council of KUSA.
- n) "General Meetings" mean Annual General Meetings and Special General Meetings.
- o) "Labrador Retriever" means a male or female of the Labrador Retriever breed which, like any other canine breed, is classified as an animal under the Act.
- p) "Independent Financial Practitioner" means a person with trusted and proven experience in the examination of accounts and financial records and in the statement of financial results, but who does not necessarily hold the formal qualifications required of an auditor.
- q) "KUSA" means the Kennel Union of Southern Africa.
- r) "Member" means a person who holds one of the categories of membership of the Club.
- s) "Member in Good Standing" means a fully paid-up Member of the Club who is not under investigation for conduct alleged or considered to be harmful, prejudicial, or injurious to the objectives, interests, good order or character of the Club or of KUSA.
- t) "Officers" means Chairman, Vice-Chairman, Secretary, Treasurer of the Club.
- u) "the Club" means the Labrador Retriever Kennel Club.
- v) "Working Disciplines" mean activities and dogsport other than conformation shows conceived for the development of the working abilities of Labrador Retrievers and the training associated therewith

2— NAME

The name of the Club shall be LABRADOR RETRIEVER KENNEL CLUB hereafter referred to as 'the Club'.

3— AFFILIATION WITH THE KENNEL UNION OF SOUTHERN AFRICA

The Club shall be affiliated with the Kennel Union of Southern Africa (hereinafter referred to as the KUSA) and shall observe the Constitution, Rules and Regulations of that body.

4— HEADQUARTERS AND ADDRESS OF THE CLUB

The headquarters of the Club shall be as determined from time to time by the Committee, but shall be in Gauteng Province and Surrounds and the Club's shows shall be held in the Western Districts of Gauteng and Surrounds.

5 OBJECTS

The objects of the Club shall be:

- a) To promote, encourage, foster and advance the well-being of and interest in the Labrador Retriever;
- b) To encourage and advise good breeding practice for Labrador Retrievers and to preserve the type of Labrador so well suited for work;
- c) To observe and adhere to the Breed Standard of the Labrador Retriever, as adopted from time to time by the KUSA, and advise the KUSA regarding interpretation and changes to the Breed Standard of the Labrador Retriever;
- d) To organise and hold Breed Shows, Field Trials and other dog activities recognised by the Kennel Union of Southern Africa, including training for any or all of these activities;
- e) To promote a better understanding of dogs and a wider knowledge of dogs and dog affairs and to promote goodwill both among people interested in dogs and towards dogs.

6 POWERS

For the better attainment of its objects, the Club shall be empowered:

- a) To collect, canvass for and to accept subscriptions, donations, bequests, endowments and benefits of any nature for the Club, from any person or body or from any source whatsoever;
- b) To invest the funds and assets of the Club in securities nominated by the Committee;

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- c) Subject to approval of two-thirds majority of members with voting rights present at a General or Special Meeting:
 - I. to acquire or dispose of immovable property;
 - II. to mortgage the immovable property of the Club and to mortgage or pledge the movable property of the Club;
 - III. to create and issue debentures and to mortgage the immovable property of the Club to secure such debentures;
- d) To offer prizes and trophies in connection with any of the Club's activities;
- e) To arrange social functions for members and guests;
- f) To design, register and issue any heraldic arms, badges or uniforms;
- g) Generally to perform all such acts as may be expedient or necessary to further the interests of the Club and objects for which it is formed;
- h) Buy, dispose of, rent, lease and/or hire movable property, goods and services required for the effective conduct of the Club's affairs or for the advancement of the interests of the Club's members.

7 TRADING AND INCOME

The Club shall not engage in any activity or transaction which has as its object the financial gain of any person or persons or any institution other than the Club. The income and property of the Club shall be used solely for the pursuit of the Club's objects. The Club shall carry on its activities in a non-profit manner, in such a way as to conform to the requirements of its tax-exempt status.

8 TRUSTEE

The Chairman of the Club for the time being shall be the Trustee of the Club in whom shall vest all movable and immovable property of the Club and shall be entitled to sue and accept service in the name of the Club. In handling the property of the Club and in dealing with legal issues the Trustee shall always act on behalf of the Club and in accordance with such directions given or decisions made from time to time by the Committee or passed by members in a general meeting of the Club.

9 INDEMNITY

All office bearers and members of the Club shall be indemnified by the Club in respect of any legal liability incurred while acting on behalf of the Club, provided they acted in accordance with directions given or decisions made from time to time by the Committee or passed by members in a general meeting of the Club.

10 MEMBERSHIP

- a) Membership shall be open to any person who is not disqualified or suspended by the KUSA.
- b) There shall be five classes of membership viz:
 - I. **Honorary Life Members** who shall be persons nominated by the unanimous vote of the Committee and subsequently elected at the next Annual General Meeting of the Club by a two-thirds majority of members with voting rights. Persons nominated for honorary life shall be those considered worthy of special recognition for services to the club, to dog affairs or for an outstanding achievement in connection with dogs. An honorary life member shall enjoy the full privileges of membership of the Club, free of entrance fee and subscriptions and shall be entitled to vote as an ordinary member.
 - II. **Ordinary Members** being members over 18 years of age who are not otherwise defined in this section. An ordinary member shall be entitled to vote at all general meetings of the Club.
 - III. **Family/Joint Members** being members over 18 years of age, but limited to two persons per household. Each member shall be entitled to vote as an ordinary member
 - IV. **Senior Citizen Members** being members over 65 years of age who shall pay a reduced membership fee at a rate from time to time decided by the Committee. A Senior Citizen Member shall be entitled to vote as an ordinary member.
 - V. **Junior Members** being persons, who are attending school for so long as they are attending school. Junior members may participate in the discussion of any matter before the Club, but shall not be

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entitled to vote thereon.

- c) The liability of each member shall be limited to the amount of the annual subscription.

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11 APPLICATION FOR MEMBERSHIP

Application for membership shall be made in writing on the form prescribed from time to time and shall be considered by the Committee at its first meeting after the receipt of the application and until acceptance by the Committee has been conveyed to the applicant he shall have no voting rights.

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The Committee shall have complete and absolute discretion to accept, refuse or defer any application for membership provided that a written explanation is forwarded to the applicant in terms of the promotion of Access to Information Act (PAIA) if such an explanation is requested.

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12 LAPSING OF MEMBERSHIP

Membership will lapse:

- a) Upon failure to pay entry fees and annual subscription within 30 days of the date on which they become due;
- b) Upon failure to pay a renewal subscription within 30 days on which it became due;
- c) Upon the receipt by the Secretary of written notice or resignation. All fees, subscriptions and other monies due prior to the date of receipt of the notice of resignation shall remain due and payable;
- d) Upon the death of a member;
- e) Upon the event of any member, including an honorary life member, being convicted of any offence and sentenced to imprisonment without the option of a fine or being convicted of any offence relating to cruelty or neglect of an animal;
- f) Upon the member being disqualified or suspended by the KUSA.

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13 REPRIMAND, EXPULSION OR SUSPENSION OF A MEMBER

- a) Whenever by majority vote of the whole number of its members, the Committee is of the opinion that the behaviour or conduct of a member has been harmful, prejudicial or injurious to the objects, interests, good order or character of the Club or the KUSA, the Committee shall have the power to:

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- I. Reprimand such member in writing;
- II. Suspend such member from all privileges of membership for a period not exceeding six months in cases where in the opinion of the Committee his conduct was not sufficiently serious to justify expulsion. A member who has been suspended shall not be entitled to the refund of any fee or subscriptions paid or due by him;
- III. Expel such member who shall thereupon be debarred from all privileges of the Club.

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- b) Before deciding to expel or suspend a member, such member shall be notified in writing about all charges against him, be invited to a meeting of the full Committee and President and afforded full opportunity to explain his conduct to the Committee.

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- c) A member who has been suspended or expelled shall have the right to appeal against his suspension or expulsion to the members of the Club in a Special General Meeting. Such an appeal must be lodged within thirty (30) days of the receipt of notification of such suspension or expulsion with the Chairman or Secretary who shall take immediate steps to convene the Special General Meeting to be held within thirty (30) days of the receipt of the appeal by the Chairman or Secretary. At this meeting the case against the member shall be put by one member of the Committee on behalf of the Committee and the member shall be given equal opportunity to defend himself. To reverse the Committee's decision will require two-thirds majority of members with voting rights present. The vote shall be taken by ballot.

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14 SUBSCRIPTIONS

- a) Entrance fees and subscriptions payable by the various categories of members shall be as determined from time to time by the Committee and may include special subscriptions.
- b) Subscriptions shall be for one year from 1 January, provided that for members joining on or after 1 July, the subscription shall be halved for that year only and shall be due on that date;
- c) Renewal subscriptions shall be due and payable on 1 January each year.

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15 PATRONS, PRESIDENT AND VICE-PRESIDENTS

a) At each Annual General Meeting the members may elect to invite such persons as they consider desirable to be:

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- I. Patrons: Persons nominated for Patrons shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The Patrons shall hold office at the members' pleasure.
- II. President: Persons nominated for the President of the Club shall be members of the Club for a number of years, shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The President shall be elected annually and hold office at the members' pleasure.

b) The President may take part in general meetings of the Club and may also attend any meeting of the Committee and participate in the discussions thereat but shall not, per se, carry any entitlement to vote during any general club or committee meeting.

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16 A) MANAGEMENT COMMITTEE

a) The management and control of the Club shall be vested in a Committee elected at the Annual General Meeting in a manner prescribed hereafter, consisting of not less than six nor more than ten Committee Members all of whom shall be:

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- I. Members of the Club for a minimum of one year;
- II. Not less than 21 years of age;
- III. Elected at an Annual General Meeting;
- IV. Shall hold office as hereinafter provided.

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b) At its first meeting, which shall be held within fourteen days of the Annual General Meeting at which it was elected, the Committee shall from among its numbers appoint the following officers of the Club:

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- I. Chairman
- II. Vice-Chairman
- III. Secretary
- IV. Treasurer

16 B) ELECTION OF THE COMMITTEE

a) Nomination of a member for election to the Management Committee shall be made in writing on a prescribed nomination form signed by a proposer and seconder both in good standing, as well as by the nominee, and delivered to the Secretary prior to the commencement of the Annual General Meeting.

b) Retiring Committee Members must indicate their willingness for re-election and be nominated as described above.

c) Election of the committee will be conducted according to voting procedures described in Clause 22.

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16 C) TERMS OF OFFICE

a) The Committee elected at its first Annual General Meeting held under this Constitution shall at its first meeting, determine by lot which members being one-half of the total membership of the Committee, shall retire from office at the end of the next ensuing Annual General Meeting. Except for the Committee members thus chosen to serve for one year only, all Committee members shall be elected to serve for a term of two years. All Committee members upon conclusion of their term of office may offer themselves for re-election provided they remain eligible otherwise.

b) The offices of Chairman, Vice-Chairman, Secretary and Treasurer shall be held from the date of appointment thereto by the Committee, until the close of the next Annual General Meeting.

c) In any event of the Chairman, Vice-Chairman, Secretary or Treasurer elected by the Committee not being

able to serve the full term of office as described above, the Committee will immediately elect a replacement from among themselves.

- d) Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, this may be done at a Committee Meeting presided over by the Club President. Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, and this is not achieved by mutual consent of all Committee members other than the Club official concerned, then this must be approved at a Special General Meeting convened by the Committee in terms of Section 20 b) of the Constitution.

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16 D) VACANCY

- a) A Committee member's seat shall fall vacant if such member:
- I. Dies – from the date of his death;
 - II. Resigns – from the date of such resignation;
 - III. Otherwise ceases to be a member of the Club – from the date his membership ceases;
 - IV. Fails to attend – three (3) consecutive meetings of the Committee without the permission of the Committee – from the day following the date of the third meeting he has failed to attend.
- b) The Committee may appoint a member of the Club to fill any vacancy arising in terms of subsection a) above and such member shall hold office for the remainder of the term of office of the Committee member he has replaced. The replacement Committee member shall be eligible to vote during the remainder of the term of office.

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17 POWERS OF COMMITTEE

- a) The Committee shall have full power and authority to carry out all or any of the objects of the Club save where such powers are expressly reserved for a General Meeting.
- b) In particular, but without prejudice to this general authority, the Committee shall have power and authority:
- I. To make, vary and repeal regulations for the better conduct of the Club;
 - II. To appoint such Sub-Committees as may be found necessary for the efficient administration of the Club for any special purpose and to delegate thereunto such of its powers as it may seem desirable. Sub-Committees shall report back to the Committee;
 - III. To supervise the investment of the funds and assets of the Club and the depositing of Club funds in a Bank or Financial Institution selected by it;
 - IV. To ensure that all cheques and other negotiable instruments shall be approved in writing by not less than three persons, of whom shall be both the Treasurer and the Chairman, and another appointed member of the Committee, provided that neither the Chairman nor the appointed member may be the spouse, close relative or member of the household of the Honorary Treasurer;
 - V. To control the development, sale and issue of the Club's regalia;
 - VI. To take such disciplinary action in terms of this Constitution as may be necessary;
 - VII. To seek the view of members in terms of this Constitution upon any matters by means of a questionnaire, referendum or ballot. Any such questionnaire, referendum or ballot will be conducted in line with rights and privileges outlined in this Constitution and the Constitution of the Republic of South Africa;
 - VIII. To perform all acts and deeds and do all things as are consistent with the Constitution.

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18 DUTIES OF OFFICERS

The Club will not pay any remuneration to any officer of the club. Any remuneration paid to any other person rendering a service to the Club shall not be excessive having regard to what is generally considered reasonable in the sector and in relation to the service rendered.

a) CHAIRMAN AND VICE-CHAIRMAN

- I. It shall be the duty of the Chairman and Vice-Chairman to further the interests and prestige of the Club at all times and to ensure that the provisions of this Constitution and any regulations framed thereunder are complied with and that all decisions of the Club in General Meetings and of the

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Committee are carried into effect;

- II. The Chairman shall preside at all meetings of the Club and of the Committee, and in his absence the Vice-Chairman, if present shall preside. If the Chairman and Vice-Chairman are both absent, the members present shall appoint from among their number a member to preside at such a meeting and the person so appointed shall have and exercise the powers and functions which could have been exercised by the Chairman if present.
- III. The Chairman or in his absence the Vice-Chairman shall, at the Annual General Meeting, report on the activities of the Club during the past year.
- IV. On relinquishment of his Office, to hand all books and records to his successor within 14 days and all responsibilities as defined in Section 8 of this Constitution.

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b) SECRETARY

It shall be the duty of the Secretary:

- I. To attend all general meetings of the Club and all meetings of the Committee and to maintain a correct record of the proceedings and decisions taken thereat. In the event of the Secretary being unable to be present at any meeting he shall ensure that the minute books, correspondence and any other club records which may be required at the meeting are handed to the Chairman or some member of the Committee prior to the meeting. In such event the meeting shall nominate one of its members to act as Secretary at the meeting;
- II. Subject to the control of the Committee, to receive and conduct the correspondence of the Club;
- III. To ensure that all notices required by this Constitution are properly given;
- IV. To maintain up-to-date, a Register of Members and their addresses;
- V. On relinquishment of his Office, to hand all books and records to his successor within 14 days.

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c) TREASURER

It shall be the duty of the Treasurer:

- I. To attend all general meetings of the Club and all meetings of the Committee. In the event of the Treasurer being unable to be present at any meeting, he shall ensure that the financial books and any financial statement or report required at the meeting are handed to the Chairman or a member of the Committee prior to the meeting. In such an event it shall be the duty of the Secretary to inform the Treasurer of all decisions relating to financial matters taken at the meeting;
- II. To maintain up-to-date, financial records and to accurately record the Club's financial transactions and to reflect adequately the financial position of the Club;
- III. Subject to the control of the Committee, to administer the finances of the Club;
- IV. To collect and bank expeditiously all monies owing to the Club and to disburse monies due by the Club without undue delay;
- V. To keep the Committee informed at all times on the general financial position of the Club;
- VI. To prepare a report on the financial transactions of the past financial year for presentation at the Annual General Meeting;
- VII. On relinquishment of his Office, to hand all books and records to his successor within 14 days.

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d) AUDITOR

- I. At each Annual General Meeting an auditor who may not necessarily be a member, but shall hold adequate experience to discharge his duties, shall be elected and he shall verify the assets of the Club, audit the annual accounts and balance sheets and report thereon prior to the Annual General Meeting. A signed copy of the audit report and a signed covering letter by the auditor must accompany the final documents to then be presented at the Annual General Meeting.
- II. No member of the Committee shall be eligible for appointment as auditor.
- III. Should the auditor be unable to fulfil his duties, the committee shall have the power to appoint another person to perform the audit.

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e) OTHER OFFICERS

The Club at an Annual General Meeting or the Committee may appoint any other officers as may deem necessary for the proper functioning of the club and the duty of any other officers appointed by the Club or the Committee shall be laid down by the appointing body.

19 FINANCE AND ACCOUNTS

- a) The financial year of the Club shall be twelve calendar months ending 31st December in each and every year;
- b) No person other than a person acting within the limits of any authority conferred upon him by this Constitution or by the Committee shall have the authority to give receipt for money or otherwise to enter into contract or arrangement having the effect of imposing any liability on the Club or in any other way pledge the credit of the Club;
- c) The books of account to be kept by the Treasurer in terms of Section 18C of this Constitution shall be open at all times to the inspection of any member of the Committee.

20 MEETINGS

a) The Annual General Meeting

- I. The Annual General Meeting shall be held not later than three months after the close of the Club's financial year on a date and at a time and place to be determined by the Committee;
- II. It shall be competent for any member to request that an item other than a proposal to amend, alter or add to the Constitution, be placed on the Agenda provided that such request is in the hands of the Honorary Secretary not later than seven (7) days prior to the date of the meeting.
- III. Notice stating the date, time and place of the Annual General Meeting, including nomination forms for election to the Management Committee any proposals to amend the Constitution shall be posted, or e-mailed with delivery or read request, or SMS if no e-mail address is available, to all members not less than twenty-one (21) days before the date of such meeting;
- IV. The Agenda for such meeting, which shall include the following items, shall be posted, or emailed with delivery, or read request or SMS if no e-mail address is available, to all members not less than ten (10) days before the date of the Annual General Meeting. The Agenda will include:
 - Notice convening the meeting;
 - Minutes of previous Annual General Meeting and of any Special General Meeting held since then;
 - Matters arising from the foregoing Minutes;
 - Chairman's Report for the Year;
 - Treasurer's Report and Audited Balance Sheet and Income and Expenditure Account for the Year;
 - Motions for the amendment of the Constitution as advised in the notice convening the meeting;
 - Matters submitted by the Committee;
 - Matters submitted by Members;
 - Election of the Committee;
 - Appointment of an Auditor;
 - General
- V. Only matters which appear on the Agenda may be discussed as part of the business of the meeting. Should a quorum not be present at the appointed time, the meeting shall stand adjourned for fifteen (15) minutes when those present, if still less than the specified quorum, shall form a quorum but may only consider the following items as required in Clauses 15, 16 and 18D, if they apply:
 - Notice convening the Meeting;
 - Apologies;
 - Chairman's Report;
 - Treasurer's Report, with audited financial statements and any other reports specified in the Constitution;
 - Election of Patrons and President;
 - Election of Committee;

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- Appointment of an Auditor;

b) Special General Meetings

I. Special General Meetings shall be called:

- By the direction of the Committee;
- On a requisition to consider any matter in terms of this Constitution;
- On a requisition (stating clearly in detail the purpose of the meeting) signed by not less than ten (10) members.

II. Notice stating the date, time and place of such a meeting and setting out the business to be transacted thereat shall be posted or emailed with delivery receipt or to each member not less than 30 days prior to the date of such meeting.

III. A Special General Meeting required or requisitioned in terms of subsection b.I above, shall be convened within thirty (30) days of the receipt by the Secretary of such requisition or of the information making such Special Meeting necessary.

IV. No business except that stated in the notice convening the meeting may be transacted at any Special General Meeting.

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c) Committee Meetings

I. The Committee shall meet for the despatch of business as often as is necessary but not less than once every two (2) months. Meetings shall be called by the Chairman, or by the Secretary immediately on receipt of a written request signed by at least five (5) members of the Committee and setting out in full the purpose of the meeting.

II. Not less than seven (7) days' notice or change of prior notice of all meetings of the Committee shall be given.

III. Decisions taken via electronic communication shall require input from all Committee members and such decisions shall be ratified at the time of the next Committee Meeting.

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d) Non-receipt of notice

The non-receipt by a member of a notice convening any meeting of the Club or Committee shall not vitiate the proceedings of such meeting.

21 QUORUMS AT MEETINGS

a) Except where elsewhere provided, the quorum at any:

- Annual or Special General Meeting shall be fifteen (15) members with voting rights
- Committee meetings – five (5) Committee members

b) If at the expiration of fifteen (15) minutes after the scheduled time of commencement of the meeting a quorum is not present, the meeting shall:

- If it is a Special General Meeting called on the requisition of members – be abandoned.
- In all other cases, continue with the people present who will be considered a quorum, except that they shall not be empowered to change the Club's Constitution or dispose of any property.
- If it's an SGM called to hear an appeal from an expelled member, then if no quorum is present the member must be reinstated.

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22 VOTING

- a) Voting by proxy shall not be permissible at any meeting of the Club.
- b) At all General Meetings of the Club every member vested with a vote in terms of Section 10 shall be entitled to one (1) vote. Matters before such meetings shall be decided by a simple majority of the votes of those present except where a specific majority is required in terms of this Constitution.
- c) At an Annual General Meeting:
- i. Conducted on an exclusively face-to-face basis, voting shall be by a show of hands unless three (3) or more voting members demand that such voting be conducted by ballot. If a ballot is so demanded it shall be by secret vote, the decision of the scrutinisers as to spoilt papers and the result of the vote shall be final and the ballot papers shall be destroyed immediately after the meeting. The result of the ballot shall be deemed to be a decision of the meeting at which the ballot was requested.
 - ii. conducted by teleconference or videoconference, whether, or not, in combination with face-to-face attendance, the Secretary shall request each attendant, in turn, to state their vote clearly and unambiguously and shall confirm the results to the meeting after the votes have been recorded.
- b)d) At Committee meetings each Committee member shall have one vote. Matters before the Committee shall be decided upon by a simple majority of the votes of those present and voting except where a specific majority is required in terms of this Constitution.
- e) At all meetings of the Club or the Committee, the Chairman of the meeting shall, in the event of an equal number of votes for and against a motion, have a casting vote in addition to his deliberative vote.
- f) At a Committee Meeting:
- i. conducted on an exclusively face-to-face basis, voting shall be by a show of hands unless three (3) or more voting Members demand that such voting be conducted by ballot. If a ballot is so demanded, it shall be by secret vote and the result of the ballot shall be deemed to be a decision of the meeting at which the ballot was requested.
 - ii. conducted by teleconference or videoconference, whether, or not, in combination with face-to-face attendance, the Secretary shall request each attendant, in turn, to state their vote clearly and unambiguously and shall confirm the results to the meeting after the votes have been recorded.

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23 AMENDMENT OF THE CONSTITUTION

- a) No alteration, amendment or addition to this Constitution shall:
- I. Be made except at an Annual or Special General Meeting properly convened and then only if not less than two-thirds of the members with voting rights who are present, vote in favour thereof;
 - II. Become effective until it has been approved by the Federal Council of the Kennel Union of Southern Africa.
- b) A proposal to alter, amend or add to this Constitution may be submitted only:
- I. By the Committee, or
 - II. By a requisition signed by not less than ten (10) members addressed to the Secretary.
- c) Notwithstanding section b) above, any member with voting rights may propose an amendment, alteration or addition to this Constitution by submitting such proposal in writing and fully motivated to, the Secretary, who shall lay such proposal before the next meeting of the Committee. The Committee shall have discretion to determine whether or not the proposal will be submitted to a General Meeting.

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24 DISSOLUTION OF THE CLUB

- a) Any proposal to dissolve the Club shall only be considered at a Special General Meeting convened for the purpose, and then only in terms of this section.
- b) No proposal to dissolve the Club shall be considered unless there are present not less than two-thirds of the members with voting rights of the Club at the time of such proposal, of whom not less than three-quarters vote in favour of such proposal.
- c) Immediately after a decision to dissolve the Club has been carefully taken in terms of this section, the Committee shall forthwith liquidate the affairs of the Club and if there is any surplus of assets on realisation,

such surplus shall be disposed of to another body or bodies of similar interests in the manner prescribed by the Special General Meeting at which the decision to dissolve the Club was taken. Should there be no effective membership or committee, any interested party may seek assistance from The KUSA or Provincial Council regarding the liquidation of the Club's affairs including the allocation of any surplus assets.

- d) A proposal to merge with any other Club affiliated to the Kennel Union of Southern Africa shall be dealt with in the same manner as a proposal to dissolve the Club and the terms of such merger shall be approved at the Special General Meeting convened to consider the proposal to merge.
- e) Any trophies in the possession of the Club being dissolved shall be disposed of as follows:
 - I. Donated Trophies – disposed of on the express instructions of the donor.
 - II. Where a donor, his legal representative or Executors in his estate, if deceased, cannot be located, trophies should be made available to another body with similar interests on the condition that any subsequent allocation of such trophies does not conflict in circumstances where the donor has detailed the conditions under which a trophy may be awarded.

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25 POWERS FOR KUSA TO ASSIST IN THE EVENT OF THE CLUB IN DIFFICULTIES AND UPON REQUEST OF THE CLUB OR THE PROVINCIAL COUNCIL.

Should within one year from the required date:

- i) The AGM not have been held
- ii) The Show levies or affiliation fees specified not have been paid
- iii) A valid committee, in terms of this constitution, is not in place, then

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The Executive Committee of the Kennel Union of Southern Africa shall be empowered to approach a person to act in the place of the Chairman of the club. The books and all the records of the Club shall be handed to the nominated person who shall act as Chairman of the club and cause such things to be done as are necessary to remedy the breaches of the rules and if possible resuscitate the club so that it is again in a position of good standing. Should he fail to resuscitate the Club, he shall be empowered, on behalf of KUSA and the Club's members (if any), to expedite the winding up of the Club and the distribution of its assets in terms of this Constitution. In the case of winding up in these circumstances the person delegated by KUSA shall have full power to act as if a valid committee is in place and is indemnified by KUSA for any liabilities arising from his actions as long as he acted in good faith.

26 COPY OF THE CONSTITUTION

A copy of the Constitution of the Club is to be certified by the Chairman and Secretary and may be accepted as evidence for any purpose whatsoever and in all legal proceedings in court and there out.

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27 SAVING

Notwithstanding anything to the contrary hereinbefore stated, membership of the Club shall not derogate from such member's autonomy as a Club member save and except in those cases where the club committee acts in terms of a specific power delegated to it by its Constitution. Nothing in the constitution shall denigrate from the provisions of Article 43 of the Kennel Union Constitution the provisions of which shall apply *mutatis mutandis*.

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For and on behalf of the _____
(Name of Club)

CHAIRMAN'S SIGNATURE

CHAIRMAN'S NAME
(PRINTED)

DATE

SECRETARY'S SIGNATURE

SECRETARY'S NAME
(PRINTED)

DATE

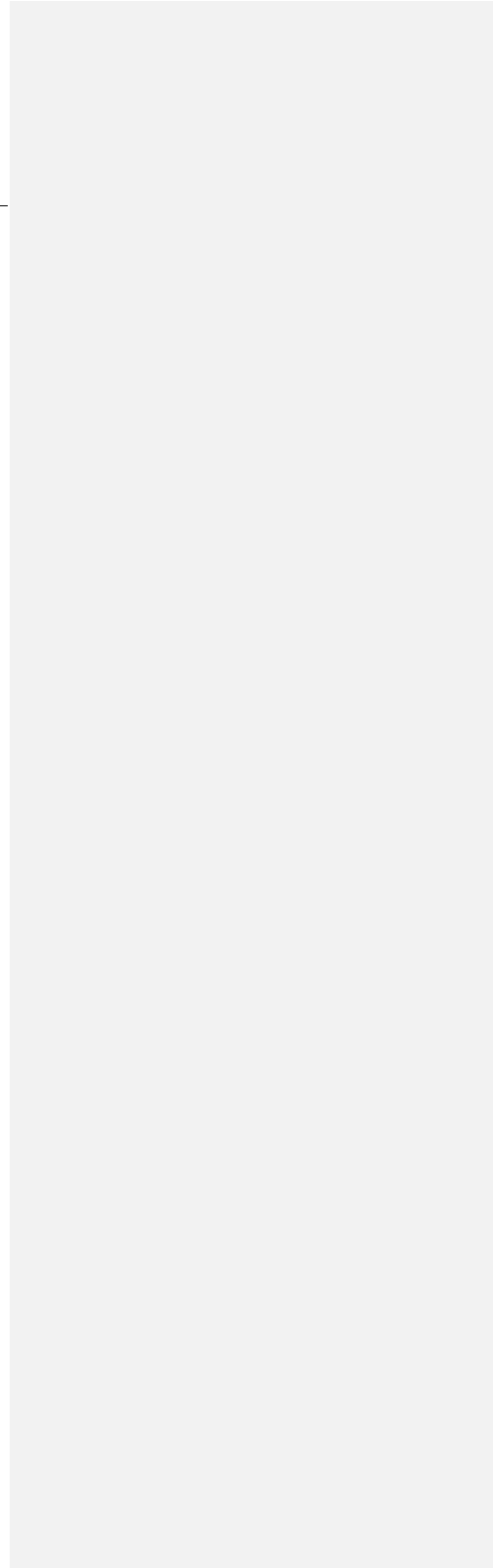
For and on behalf of THE KENNEL UNION OF SOUTHERN AFRICA

PRESIDENT'S SIGNATURE

SECRETARY'S SIGNATURE

DATE

**Please note that each page must be initialled by the Chairman and Secretary of the Club.*



Latest amendments approved:

**At the AGM held on the 6th of March 2020
By the KUSA on ~~22 November 2016~~**

This Constitution, as duly amended from time to time in accordance with the terms thereof, is the only valid Constitution of the Labrador Retriever Kennel Club and replaces all previous Constitutions of this Club that exist, or may previously have existed, under any other name or in any form whatsoever.

The validity of this Constitution or any amendment thereof from time to time is evidenced by the appending thereto the signatures of the Chairman and Secretary of the Labrador Retriever Kennel Club, for the time being, at a properly constituted Annual General Meeting or duly convened Special General Meeting where such amendment was approved in accordance with the terms hereof.

1 NAME

The name of the Club shall be LABRADOR RETRIEVER KENNEL CLUB hereafter referred to as 'the Club'.

2 AFFILIATION WITH THE KENNEL UNION OF SOUTHERN AFRICA

- a) The Club shall be affiliated with the Kennel Union of Southern Africa (hereinafter referred to as the KUSA) through the Districts of Gauteng and Surrounds Provincial Council (DOGSPC) of KUSA and shall observe the Constitution, Rules and Regulations and pay an affiliation fee to KUSA as determined by KUSA.
- b) The Club shall be a member of the Field Trial Liaison Council (FTLC) of KUSA and shall observe the Constitution, Rules and Regulations and shall pay a membership fee to the FTLC as determined by the FTLC.

3 HEADQUARTERS AND ADDRESS OF THE CLUB

The headquarters of the Club shall be as determined from time to time by the Committee, but shall be in Gauteng Province and Surrounds and the Club's shows shall be held in the Western Districts of Gauteng and Surrounds

4 INTERPRETATION

- a) Throughout this Constitution and in any Regulations framed under it, words importing the singular shall include the plural, words importing the masculine gender shall include the feminine and neuter genders and vice versa unless such interpretation is inconsistent with the context thereof.
- b) When used in this Constitution or any By-laws appended thereto, the following words and phrases shall have the meaning ascribed to them unless the context clearly commands a different meaning:
- c) "Act" means the Animal Improvement Act No. 62 of 1998, as amended from time to time, inclusive of the Regulations issued in terms thereof.
- d) "Breed Assessment" means any activity, however described, in which a dog is physically examined in order to assess its conformity to the Breed Standard for the Labrador Retriever Kennel Club and to determine the dog's quality of character, or temperament. "Breed Survey" has a corresponding meaning.
- e) "Breed Standard" means the breed standard adopted by KUSA for the Labrador Retriever.
- f) "By-laws" mean the standing rules and regulations made by the Club or any sub-committees appointed by the Club, which have been formally adopted by the Club and approved by the Executive Committee of KUSA and duly appended to this Constitution from time to time.
- g) "Constitution" means this constitution of the Club, inclusive of its By-laws, as amended from time to time.
- h) "Dog Show" means any exhibition or show for dogs defined in, and recognised under, the Constitution of KUSA which, for the purposes hereof, includes:
 - i) "Championship Show", being a dog show at which KUSA permits its certificates to be awarded.
 - j) "Non-Championship Show", being an open show, or match meeting; and
 - k) "Specialist Show", being a dog show at which KUSA permits certificates to be awarded which may

apply to the Labrador Retriever breed only.

- l) "Executive Committee" means the Executive Committee of KUSA.
- m) "Federal Council" means the Federal Council of KUSA.
- n) "General Meetings" mean Annual General Meetings and Special General Meetings.
- o) "Labrador Retriever" means a male or female of the Labrador Retriever breed which, like any other canine breed, is classified as an animal under the Act.
- p) "Independent Financial Practitioner" means a person with trusted and proven experience in the examination of accounts and financial records and in the statement of financial results, but who does not necessarily hold the formal qualifications required of an auditor.
- q) "KUSA" means the Kennel Union of Southern Africa.
- r) "Member" means a person who holds one of the categories of membership of the Club.
- s) "Member in Good Standing" means a fully paid-up Member of the Club who is not under investigation for conduct alleged or considered to be harmful, prejudicial, or injurious to the objectives, interests, good order or character of the Club or of KUSA.
- t) "Officers" means Chairman, Vice-Chairman, Secretary, Treasurer of the Club.
- u) "the Club" means the Labrador Retriever Kennel Club.
- v) "Working Disciplines" mean activities and dogsport other than conformation shows conceived for the development of the working abilities of Labrador Retrievers and the training associated therewith

5 OBJECTS

The objects of the Club shall be:

- a) To promote, encourage, foster and advance the well-being of and interest in the Labrador Retriever;
- b) To encourage and advise good breeding practice for Labrador Retrievers and to preserve the type of Labrador so well suited for work;
- c) To observe and adhere to the Breed Standard of the Labrador Retriever, as adopted from time to time by the KUSA, and advise the KUSA regarding interpretation and changes to the Breed Standard of the Labrador Retriever;
- d) To organise and hold Breed Shows, Field Trials and other dog activities recognised by the Kennel Union of Southern Africa, including training for any or all of these activities;
- e) To promote a better understanding of dogs and a wider knowledge of dogs and dog affairs and to promote goodwill both among people interested in dogs and towards dogs.

6 POWERS

For the better attainment of its objects, the Club shall be empowered:

- a) To collect, canvass for and to accept subscriptions, donations, bequests, endowments and benefits of any nature for the Club, from any person or body or from any source whatsoever;
- b) To invest the funds and assets of the Club in securities nominated by the Committee;
- c) Subject to approval of two-thirds majority of members with voting rights present at a General or Special Meeting:
 - I. to acquire or dispose of immovable property;
 - II. to mortgage the immovable property of the Club and to mortgage or pledge the movable property of the Club;
 - III. to create and issue debentures and to mortgage the immovable property of the Club to secure such debentures;
- d) To offer prizes and trophies in connection with any of the Club's activities;
- e) To arrange social functions for members and guests;
- f) To design, register and issue any heraldic arms, badges or uniforms;

- g) Generally to perform all such acts as may be expedient or necessary to further the interests of the Club and objects for which it is formed;
- h) Buy, dispose of, rent, lease and/or hire movable property, goods and services required for the effective conduct of the Club's affairs or for the advancement of the interests of the Club's members.

7 TRADING AND INCOME

The Club shall not engage in any activity or transaction which has as its object the financial gain of any person or persons or any institution other than the Club. The income and property of the Club shall be used solely for the pursuit of the Club's objects. The Club shall carry on its activities in a non-profit manner, in such a way as to conform to the requirements of its tax-exempt status.

8 TRUSTEE

The Chairman of the Club for the time being shall be the Trustee of the Club in whom shall vest all movable and immovable property of the Club and shall be entitled to sue and accept service in the name of the Club. In handling the property of the Club and in dealing with legal issues the Trustee shall always act on behalf of the Club and in accordance with such directions given or decisions made from time to time by the Committee or passed by members in a general meeting of the Club.

9 INDEMNITY

All office bearers and members of the Club shall be indemnified by the Club in respect of any legal liability incurred while acting on behalf of the Club, provided they acted in accordance with directions given or decisions made from time to time by the Committee or passed by members in a general meeting of the Club.

10 MEMBERSHIP

- a) Membership shall be open to any person who is not disqualified or suspended by the KUSA.
- b) There shall be five classes of membership viz:
 - I. **Honorary Life Members** who shall be persons nominated by the unanimous vote of the Committee and subsequently elected at the next Annual General Meeting of the Club by a two-thirds majority of members with voting rights. Persons nominated for honorary life shall be those considered worthy of special recognition for services to the club, to dog affairs or for an outstanding achievement in connection with dogs. An honorary life member shall enjoy the full privileges of membership of the Club, free of entrance fee and subscriptions and shall be entitled to vote as an ordinary member.
 - II. **Ordinary Members** being members over 18 years of age who are not otherwise defined in this section. An ordinary member shall be entitled to vote at all general meetings of the Club.
 - III. **Family/Joint Members** being members over 18 years of age, but limited to two persons per household. Each member shall be entitled to vote as an ordinary member
 - IV. **Senior Citizen Members** being members over 65 years of age who shall pay a reduced membership fee at a rate from time to time decided by the Committee. A Senior Citizen Member shall be entitled to vote as an ordinary member.
 - V. **Junior Members** being persons, who are attending school for so long as they are attending school. Junior members may participate in the discussion of any matter before the Club, but shall not be entitled to vote thereon.
- c) The liability of each member shall be limited to the amount of the annual subscription.

11 APPLICATION FOR MEMBERSHIP

Application for membership shall be made in writing on the form prescribed from time to time and shall be considered by the Committee at its first meeting after the receipt of the application and until acceptance by the Committee has been conveyed to the applicant he shall have no voting rights.

The Committee shall have complete and absolute discretion to accept, refuse or defer any application for membership provided that a written explanation is forwarded to the applicant in terms of the promotion of Access to Information Act (PAIA) if such an explanation is requested.

12 LAPSING OF MEMBERSHIP

Membership will lapse:

- a) Upon failure to pay entry fees and annual subscription within 30 days of the date on which they become due;
- b) Upon failure to pay a renewal subscription within 30 days on which it became due;
- c) Upon the receipt by the Secretary of written notice or resignation. All fees, subscriptions and other monies due prior to the date of receipt of the notice of resignation shall remain due and payable;
- d) Upon the death of a member;
- e) Upon the event of any member, including an honorary life member, being convicted of any offence and sentenced to imprisonment without the option of a fine or being convicted of any offence relating to cruelty or neglect of an animal;
- f) Upon the member being disqualified or suspended by the KUSA.

13 REPRIMAND, EXPULSION OR SUSPENSION OF A MEMBER

- a) Whenever by majority vote of the whole number of its members, the Committee is of the opinion that the behaviour or conduct of a member has been harmful, prejudicial or injurious to the objects, interests, good order or character of the Club or the KUSA, the Committee shall have the power to:
 - I. Reprimand such member in writing;
 - II. Suspend such member from all privileges of membership for a period not exceeding six months in cases where in the opinion of the Committee his conduct was not sufficiently serious to justify expulsion. A member who has been suspended shall not be entitled to the refund of any fee or subscriptions paid or due by him;
 - III. Expel such member who shall thereupon be debarred from all privileges of the Club.
- b) Before deciding to expel or suspend a member, such member shall be notified in writing about all charges against him, be invited to a meeting of the full Committee and President and afforded full opportunity to explain his conduct to the Committee.
- c) A member who has been suspended or expelled shall have the right to appeal against his suspension or expulsion to the members of the Club in a Special General Meeting. Such an appeal must be lodged within thirty (30) days of the receipt of notification of such suspension or expulsion with the Chairman or Secretary who shall take immediate steps to convene the Special General Meeting to be held within thirty (30) days of the receipt of the appeal by the Chairman or Secretary. At this meeting the case against the member shall be put by one member of the Committee on behalf of the Committee and the member shall be given equal opportunity to defend himself. To reverse the Committee's decision will require two-thirds majority of members with voting rights present. The vote shall be taken by ballot.

14 SUBSCRIPTIONS

- a) Entrance fees and subscriptions payable by the various categories of members shall be as determined from time to time by the Committee and may include special subscriptions.
- b) Subscriptions shall be for one year from 1 January, provided that for members joining on or after 1 July, the subscription shall be halved for that year only and shall be due on that date;
- c) Renewal subscriptions shall be due and payable on 1 January each year.

15 PATRONS, PRESIDENT AND VICE-PRESIDENTS

- a) At each Annual General Meeting the members may elect to invite such persons as they consider desirable to be:
 - I. Patrons: Persons nominated for Patrons shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The Patrons shall

hold office at the members' pleasure.

- II. President: Persons nominated for the President of the Club shall be members of the Club for a number of years, shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The President shall be elected annually and hold office at the members' pleasure.
- b) The President may take part in general meetings of the Club and may also attend any meeting of the Committee and participate in the discussions thereat but shall not, per se, carry any entitlement to vote during any general club or committee meeting.

16 A) MANAGEMENT COMMITTEE

- a) The management and control of the Club shall be vested in a Committee elected at the Annual General Meeting in a manner prescribed hereafter, consisting of not less than six nor more than ten Committee Members all of whom shall be:
 - I. Members of the Club for a minimum of one year;
 - II. Not less than 21 years of age;
 - III. Elected at an Annual General Meeting;
 - IV. Shall hold office as hereinafter provided.
- b) At its first meeting, which shall be held within fourteen days of the Annual General Meeting at which it was elected, the Committee shall from among its numbers appoint the following officers of the Club:
 - I. Chairman
 - II. Vice-Chairman
 - III. Secretary
 - IV. Treasurer

16 B) ELECTION OF THE COMMITTEE

- a) Nomination of a member for election to the Management Committee shall be made in writing on a prescribed nomination form signed by a proposer and seconder both in good standing, as well as by the nominee, and delivered to the Secretary prior to the commencement of the Annual General Meeting.
- b) Retiring Committee Members must indicate their willingness for re-election and be nominated as described above.
- c) Election of the committee will be conducted according to voting procedures described in Clause 22.

16 C) TERMS OF OFFICE

- a) The Committee elected at its first Annual General Meeting held under this Constitution shall at its first meeting, determine by lot which members being one-half of the total membership of the Committee, shall retire from office at the end of the next ensuing Annual General Meeting. Except for the Committee members thus chosen to serve for one year only, all Committee members shall be elected to serve for a term of two years. All Committee members upon conclusion of their term of office may offer themselves for re-election provided they remain eligible otherwise.
- b) The offices of Chairman, Vice-Chairman, Secretary and Treasurer shall be held from the date of appointment thereto by the Committee, until the close of the next Annual General Meeting.
- c) In any event of the Chairman, Vice-Chairman, Secretary or Treasurer elected by the Committee not being able to serve the full term of office as described above, the Committee will immediately elect a replacement from among themselves.
- d) Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, this may be done at a Committee Meeting presided over by the Club President. Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, and this is not achieved by mutual consent of all Committee members other than the Club official concerned, then this must be approved at a Special General Meeting convened by the Committee in terms of Section 20 b) of the Constitution.

16 D) VACANCY

- a) A Committee member's seat shall fall vacant if such member:
 - I. Dies – from the date of his death;
 - II. Resigns – from the date of such resignation;
 - III. Otherwise ceases to be a member of the Club – from the date his membership ceases;
 - IV. Fails to attend – three (3) consecutive meetings of the Committee without the permission of the Committee – from the day following the date of the third meeting he has failed to attend.
- b) The Committee may appoint a member of the Club to fill any vacancy arising in terms of subsection a) above and such member shall hold office for the remainder of the term of office of the Committee member he has replaced. The replacement Committee member shall be eligible to vote during the remainder of the term of office.

17 POWERS OF COMMITTEE

- a) The Committee shall have full power and authority to carry out all or any of the objects of the Club save where such powers are expressly reserved for a General Meeting.
- b) In particular, but without prejudice to this general authority, the Committee shall have power and authority:
 - I. To make, vary and repeal regulations for the better conduct of the Club;
 - II. To appoint such Sub-Committees as may be found necessary for the efficient administration of the Club for any special purpose and to delegate thereunto such of its powers as it may seem desirable. Sub-Committees shall report back to the Committee;
 - III. To supervise the investment of the funds and assets of the Club and the depositing of Club funds in a Bank or Financial Institution selected by it;
 - IV. To ensure that all cheques and other negotiable instruments shall be approved in writing by not less than three persons, of whom shall be both the Treasurer and the Chairman, and another appointed member of the Committee, provided that neither the Chairman nor the appointed member may be the spouse, close relative or member of the household of the Honorary Treasurer;
 - V. To control the development, sale and issue of the Club's regalia;
 - VI. To take such disciplinary action in terms of this Constitution as may be necessary;
 - VII. To seek the view of members in terms of this Constitution upon any matters by means of a questionnaire, referendum or ballot. Any such questionnaire, referendum or ballot will be conducted in line with rights and privileges outlined in this Constitution and the Constitution of the Republic of South Africa;
 - VIII. To perform all acts and deeds and do all things as are consistent with the Constitution.

18 DUTIES OF OFFICERS

The Club will not pay any remuneration to any officer of the club. Any remuneration paid to any other person rendering a service to the Club shall not be excessive having regard to what is generally considered reasonable in the sector and in relation to the service rendered.

- a) **CHAIRMAN AND VICE-CHAIRMAN**
 - I. It shall be the duty of the Chairman and Vice-Chairman to further the interests and prestige of the Club at all times and to ensure that the provisions of this Constitution and any regulations framed thereunder are complied with and that all decisions of the Club in General Meetings and of the Committee are carried into effect;
 - II. The Chairman shall preside at all meetings of the Club and of the Committee, and in his absence the Vice-Chairman, if present shall preside. If the Chairman and Vice-Chairman are both absent, the members present shall appoint from among their number a member to preside at such a meeting and the person so appointed shall have and exercise the powers and functions which could have been exercised by the Chairman if present.

- III. The Chairman or in his absence the Vice-Chairman shall, at the Annual General Meeting, report on the activities of the Club during the past year.
- IV. On relinquishment of his Office, to hand all books and records to his successor within 14 days and all responsibilities as defined in Section 8 of this Constitution.

b) SECRETARY

It shall be the duty of the Secretary:

- I. To attend all general meetings of the Club and all meetings of the Committee and to maintain a correct record of the proceedings and decisions taken thereat. In the event of the Secretary being unable to be present at any meeting he shall ensure that the minute books, correspondence and any other club records which may be required at the meeting are handed to the Chairman or some member of the Committee prior to the meeting. In such event the meeting shall nominate one of its members to act as Secretary at the meeting;
- II. Subject to the control of the Committee, to receive and conduct the correspondence of the Club;
- III. To ensure that all notices required by this Constitution are properly given;
- IV. To maintain up-to-date, a Register of Members and their addresses;
- V. On relinquishment of his Office, to hand all books and records to his successor within 14 days.

c) TREASURER

It shall be the duty of the Treasurer:

- I. To attend all general meetings of the Club and all meetings of the Committee. In the event of the Treasurer being unable to be present at any meeting, he shall ensure that the financial books and any financial statement or report required at the meeting are handed to the Chairman or a member of the Committee prior to the meeting. In such an event it shall be the duty of the Secretary to inform the Treasurer of all decisions relating to financial matters taken at the meeting;
- II. To maintain up-to-date, financial records and to accurately record the Club's financial transactions and to reflect adequately the financial position of the Club;
- III. Subject to the control of the Committee, to administer the finances of the Club;
- IV. To collect and bank expeditiously all monies owing to the Club and to disburse monies due by the Club without undue delay;
- V. To keep the Committee informed at all times on the general financial position of the Club;
- VI. To prepare a report on the financial transactions of the past financial year for presentation at the Annual General Meeting;
- VII. On relinquishment of his Office, to hand all books and records to his successor within 14 days.

d) AUDITOR

- I. At each Annual General Meeting an auditor who may not necessarily be a member, but shall hold adequate experience to discharge his duties, shall be elected and he shall verify the assets of the Club, audit the annual accounts and balance sheets and report thereon prior to the Annual General Meeting. A signed copy of the audit report and a signed covering letter by the auditor must accompany the final documents to then be presented at the Annual General Meeting.
- II. No member of the Committee shall be eligible for appointment as auditor.
- III. Should the auditor be unable to fulfil his duties, the committee shall have the power to appoint another person to perform the audit.

e) OTHER OFFICERS

The Club at an Annual General Meeting or the Committee may appoint any other officers as may deem necessary for the proper functioning of the club and the duty of any other officers appointed by the Club or the Committee shall be laid down by the appointing body.

19 FINANCE AND ACCOUNTS

- a) The financial year of the Club shall be twelve calendar months ending 31st December in each and every year;
- b) No person other than a person acting within the limits of any authority conferred upon him by this Constitution or by the Committee shall have the authority to give receipt for money or otherwise to enter into contract or arrangement having the effect of imposing any liability on the Club or in any other way pledge the credit of the Club;
- c) The books of account to be kept by the Treasurer in terms of Section 18C of this Constitution shall be open at all times to the inspection of any member of the Committee.

20 MEETINGS

a) The Annual General Meeting

- I. The Annual General Meeting shall be held not later than three months after the close of the Club's financial year on a date and at a time and place to be determined by the Committee;
- II. It shall be competent for any member to request that an item other than a proposal to amend, alter or add to the Constitution, be placed on the Agenda provided that such request is in the hands of the Honorary Secretary not later than seven (7) days prior to the date of the meeting.
- III. Notice stating the date, time and place of the Annual General Meeting, including nomination forms for election to the Management Committee any proposals to amend the Constitution shall be posted, or e-mailed with delivery or read request, or SMS if no e-mail address is available, to all members not less than twenty-one (21) days before the date of such meeting;
- IV. The Agenda for such meeting, which shall include the following items, shall be posted, or emailed with delivery, or read request or SMS if no e-mail address is available, to all members not less than ten (10) days before the date of the Annual General Meeting. The Agenda will include:
 - Notice convening the meeting;
 - Minutes of previous Annual General Meeting and of any Special General Meeting held since then;
 - Matters arising from the foregoing Minutes;
 - Chairman's Report for the Year;
 - Treasurer's Report and Audited Balance Sheet and Income and Expenditure Account for the Year;
 - Motions for the amendment of the Constitution as advised in the notice convening the meeting;
 - Matters submitted by the Committee;
 - Matters submitted by Members;
 - Election of the Committee;
 - Appointment of an Auditor;
 - General
- V. Only matters which appear on the Agenda may be discussed as part of the business of the meeting. Should a quorum not be present at the appointed time, the meeting shall stand adjourned for fifteen (15) minutes when those present, if still less than the specified quorum, shall form a quorum but may only consider the following items as required in Clauses 15, 16 and 18D, if they apply:
 - Notice convening the Meeting;
 - Apologies;
 - Chairman's Report;
 - Treasurer's Report, with audited financial statements and any other reports specified in the Constitution;
 - Election of Patrons and President;
 - Election of Committee;
 - Appointment of an Auditor;

b) Special General Meetings

- I. Special General Meetings shall be called:
 - i. By the direction of the Committee;

- ii. On a requisition to consider any matter in terms of this Constitution;
 - iii. On a requisition (stating clearly in detail the purpose of the meeting) signed by not less than ten (10) members.
- II. Notice stating the date, time and place of such a meeting and setting out the business to be transacted thereat shall be posted or emailed with delivery receipt or to each member not less than 30 days prior to the date of such meeting.
 - III. A Special General Meeting required or requisitioned in terms of subsection b.I above, shall be convened within thirty (30) days of the receipt by the Secretary of such requisition or of the information making such Special Meeting necessary.
 - IV. No business except that stated in the notice convening the meeting may be transacted at any Special General Meeting.

c) Committee Meetings

- I. The Committee shall meet for the despatch of business as often as is necessary but not less than once every two (2) months. Meetings shall be called by the Chairman, or by the Secretary immediately on receipt of a written request signed by at least five (5) members of the Committee and setting out in full the purpose of the meeting.
- II. Not less than seven (7) days' notice or change of prior notice of all meetings of the Committee shall be given.
- III. Decisions taken via electronic communication shall require input from all Committee members and such decisions shall be ratified at the time of the next Committee Meeting.

d) Non-receipt of notice

The non-receipt by a member of a notice convening any meeting of the Club or Committee shall not vitiate the proceedings of such meeting.

21 QUORUMS AT MEETINGS

- a) Except where elsewhere provided, the quorum at any:
 - I. Annual or Special General Meeting shall be fifteen (15) members with voting rights
 - II. Committee meetings – five (5) Committee members
- b) If at the expiration of fifteen (15) minutes after the scheduled time of commencement of the meeting a quorum is not present, the meeting shall:
 - I. If it is a Special General Meeting called on the requisition of members – be abandoned.
 - II. In all other cases, continue with the people present who will be considered a quorum, except that they shall not be empowered to change the Club's Constitution or dispose of any property.
 - III. If it's an SGM called to hear an appeal from an expelled member, then if no quorum is present the member must be reinstated.

22 VOTING

- a) Voting by proxy shall not be permissible at any meeting of the Club.
- b) At all General Meetings of the Club every member vested with a vote in terms of Section 10 shall be entitled to one (1) vote. Matters before such meetings shall be decided by a simple majority of the votes of those present except where a specific majority is required in terms of this Constitution.
- c) At an Annual General Meeting:
 - I. Conducted on an exclusively face-to-face basis, voting shall be by a show of hands unless three (3) or more voting members demand that such voting be conducted by ballot. If a ballot is so demanded it shall be by secret vote, the decision of the scrutinisers as to spoiled papers and the result of the vote

shall be final and the ballot papers shall be destroyed immediately after the meeting. The result of the ballot shall be deemed to be a decision of the meeting at which the ballot was requested.

- II. conducted by teleconference or videoconference, whether, or not, in combination with face-to-face attendance, the Secretary shall request each attendant, in turn, to state their vote clearly and unambiguously and shall confirm the results to the meeting after the votes have been recorded.
- d) At Committee meetings each Committee member shall have one vote. Matters before the Committee shall be decided upon by a simple majority of the votes of those present and voting except where a specific majority is required in terms of this Constitution.
 - e) At all meetings of the Club or the Committee, the Chairman of the meeting shall, in the event of an equal number of votes for and against a motion, have a casting vote in addition to his deliberative vote.
 - f) At a Committee Meeting:
 - I. conducted on an exclusively face-to-face basis, voting shall be by a show of hands unless three (3) or more voting Members demand that such voting be conducted by ballot. If a ballot is so demanded, it shall be by secret vote and the result of the ballot shall be deemed to be a decision of the meeting at which the ballot was requested.
 - II. conducted by teleconference or videoconference, whether, or not, in combination with face-to-face attendance, the Secretary shall request each attendant, in turn, to state their vote clearly and unambiguously and shall confirm the results to the meeting after the votes have been recorded.

23 AMENDMENT OF THE CONSTITUTION

- a) No alteration, amendment or addition to this Constitution shall:
 - I. Be made except at an Annual or Special General Meeting properly convened and then only if not less than two-thirds of the members with voting rights who are present, vote in favour thereof;
 - II. Become effective until it has been approved by the Federal Council of the Kennel Union of Southern Africa.
- b) A proposal to alter, amend or add to this Constitution may be submitted only:
 - I. By the Committee, or
 - II. By a requisition signed by not less than ten (10) members addressed to the Secretary.
- c) Notwithstanding section b) above, any member with voting rights may propose an amendment, alteration or addition to this Constitution by submitting such proposal in writing and fully motivated to, the Secretary, who shall lay such proposal before the next meeting of the Committee. The Committee shall have discretion to determine whether or not the proposal will be submitted to a General Meeting.

24 DISSOLUTION OF THE CLUB

- a) Any proposal to dissolve the Club shall only be considered at a Special General Meeting convened for the purpose, and then only in terms of this section.
- b) No proposal to dissolve the Club shall be considered unless there are present not less than two-thirds of the members with voting rights of the Club at the time of such proposal, of whom not less than three-quarters vote in favour of such proposal.
- c) Immediately after a decision to dissolve the Club has been carefully taken in terms of this section, the Committee shall forthwith liquidate the affairs of the Club and if there is any surplus of assets on realisation, such surplus shall be disposed of to another body or bodies of similar interests in the manner prescribed by the Special General Meeting at which the decision to dissolve the Club was taken. Should there be no effective membership or committee, any interested party may seek assistance from The KUSA or Provincial Council regarding the liquidation of the Club's affairs including the allocation of any surplus assets.
- d) A proposal to merge with any other Club affiliated to the Kennel Union of Southern Africa shall be dealt with in the same manner as a proposal to dissolve the Club and the terms of such merger shall be approved at the Special General Meeting convened to consider the proposal to merge.
- e) Any trophies in the possession of the Club being dissolved shall be disposed of as follows:
 - I. Donated Trophies – disposed of on the express instructions of the donor.
 - II. Where a donor, his legal representative or Executors in his estate, if deceased, cannot be located,

trophies should be made available to another body with similar interests on the condition that any subsequent allocation of such trophies does not conflict in circumstances where the donor has detailed the conditions under which a trophy may be awarded.

25 POWERS FOR KUSA TO ASSIST IN THE EVENT OF THE CLUB IN DIFFICULTIES AND UPON REQUEST OF THE CLUB OR THE PROVINCIAL COUNCIL.

Should within one year from the required date:

- i) The AGM not have been held
- ii) The Show levies or affiliation fees specified not have been paid
- iii) A valid committee, in terms of this constitution, is not in place, then

The Executive Committee of the Kennel Union of Southern Africa shall be empowered to approach a person to act in the place of the Chairman of the club. The books and all the records of the Club shall be handed to the nominated person who shall act as Chairman of the club and cause such things to be done as are necessary to remedy the breaches of the rules and if possible resuscitate the club so that it is again in a position of good standing. Should he fail to resuscitate the Club, he shall be empowered, on behalf of KUSA and the Club's members (if any), to expedite the winding up of the Club and the distribution of its assets in terms of this Constitution. In the case of winding up in these circumstances the person delegated by KUSA shall have full power to act as if a valid committee is in place and is indemnified by KUSA for any liabilities arising from his actions as long as he acted in good faith.

26 COPY OF THE CONSTITUTION

A copy of the Constitution of the Club is to be certified by the Chairman and Secretary and may be accepted as evidence for any purpose whatsoever and in all legal proceedings in court and there out.

27 SAVING

Notwithstanding anything to the contrary hereinbefore stated, membership of the Club shall not derogate from such member's autonomy as a Club member save and except in those cases where the club committee acts in terms of a specific power delegated to it by its Constitution.

Nothing in the constitution shall denigrate from the provisions of Article 43 of the Kennel Union Constitution the provisions of which shall apply *mutatis mutandis*.

For and on behalf of the _____
(Name of Club)

_____ CHAIRMAN'S SIGNATURE	_____ CHAIRMAN'S NAME (PRINTED)	_____ DATE
_____ SECRETARY'S SIGNATURE	_____ SECRETARY'S NAME (PRINTED)	_____ DATE

For and on behalf of THE KENNEL UNION OF SOUTHERN AFRICA

_____ PRESIDENT'S SIGNATURE	_____ SECRETARY'S SIGNATURE	_____ DATE
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**Please note that each page must be initialled by the Chairman and Secretary of the Club.*



LABRADOR RETRIEVER KENNEL CLUB

(A F F I L I A T E D T O T H E K U S A)

ADDENDUM 1: NOMINATIONS FOR LRKC MANAGEMENT COMMITTEE

EXTRACT FROM THE CLUB'S CONSTITUTION

16 B) ELECTION OF THE COMMITTEE

- a) Nomination of a member for election to the Management Committee shall be made in writing on a prescribed nomination form signed by a proposer and seconder both in good standing, as well as by the nominee, and delivered to the Secretary prior to the commencement of the Annual General Meeting.
- b) Retiring Committee Members must indicate their willingness for re-election and be nominated as described above.
- c) Election of the committee will be conducted according to voting procedures described in Clause 22.

16 C) TERMS OF OFFICE

- a) The Committee elected at its first Annual General Meeting held under this Constitution shall at its first meeting, determine by lot which members being one-half of the total membership of the Committee, shall retire from office at the end of the next ensuing Annual General Meeting. Except for the Committee members thus chosen to serve for one year only, all Committee members shall be elected to serve for a term of two years. All Committee members upon conclusion of their term of office may offer themselves for re-election provided they remain eligible otherwise.
- b) The offices of Chairman, Vice-Chairman, Secretary and Treasurer shall be held from the date of appointment thereto by the Committee, until the close of the next Annual General Meeting.
- c) In any event of the Chairman, Vice-Chairman, Secretary or Treasurer elected by the Committee not being able to serve the full term of office as described above, the Committee will immediately elect a replacement from among themselves.
- d) Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, this may be done at a Committee Meeting presided over by the Club President. Should the Committee feel the need to replace the Chairman, Vice-Chairman, Secretary or Treasurer, and this is not achieved by mutual consent of all Committee members other than the Club official concerned, then this must be approved at a Special General Meeting convened by the Committee in terms of Section 20 b) of the Constitution.

MANAGEMENT COMMITTEE MEMBERS THAT HELD OFFICE UNTIL END OF TERM FOR 2020

Mr Dwayne Malcolm	(Chairman)
Mr Pierre Nicholson	(Vice Chairman)
Mrs Jane Pott	(President)
Mrs Marie Wynne	(Treasurer)
Mrs Sandy Borralho	(Secretary)
Mr Dwayne Malcolm	(Field Trial Secretary)

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr AD Wynne;

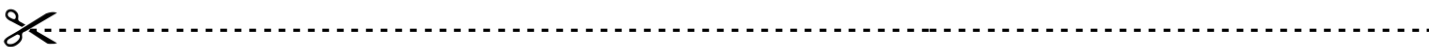
Secretary: Mrs S Borralho; **Treasurer:** Mrs MA Wynne

Mrs Genevieve Alberts
Mrs Thania Rowan
Mr Tony Wynne
Mr Renier Jansen van Vuuren
Mr Chester Smant
Mrs Marietjie Nicholson

In terms of the Constitution, the following Management Committee Members have reached the end of their two-year term, Mrs Jane Pott, Mr Dwayne Malcolm, Mrs Sandy Borralho and Mr Renier Jansen van Vuuren.

Mrs Jane Pott, Mr Dwayne Malcolm, Mr Renier Jansen van Vuuren and Mrs Sandy Borralho have indicated that they are available for another term of office and have been nominated for re-election. Mr. Chester Smant has indicated that he will step down and is not available for another term of office.

Further nominations can be made by completing the Nomination Form attached and mailing it to the Chairman or Secretary by Wednesday 3rd March 2021 to enable the Committee to prepare these for the AGM on 6th March 2021. Please note that all members, Nominees, Proposers and Seconders must be in good standing (paid up members of the LRKC). All members in good standing may vote at the time of the AGM.



NOMINATION FORM FOR ELECTION TO THE MANAGEMENT COMMITTEE FOR 2021

NAME OF NOMINEE

SIGNATURE

PROPOSED

SIGNATURE

SECONDED

SIGNATURE

Please return your nomination form by e-mail to dwayne@tecfin.co.za or sandy@lonspeare.co.za by 3rd March 2021.

Please note that all members, Nominees, Proposers and Seconders must be in good standing (paid up members of the LRKC). All members in good standing may vote at the time of the AGM.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr AD Wynne;

Secretary: Mrs S Borralho; **Treasurer:** Mrs MA Wynne



LABRADOR RETRIEVER KENNEL CLUB

(A F F I L I A T E D T O T H E K U S A)

Addendum 2: NOMINATIONS FOR PATRONS, PRESIDENT AND VICE-PRESIDENT OF THE LRKC

EXTRACT FROM THE CLUB'S CONSTITUTION:

7 PATRONS, PRESIDENT AND VICE-PRESIDENTS

- a) At each Annual General Meeting the members may elect to invite such persons as they consider desirable to be:
 - I. Patrons: Persons nominated for Patrons shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The Patrons shall hold office at the members' pleasure.
 - II. President: Persons nominated for the President of the Club shall be members of the Club for a number of years, shall be those considered worthy of special recognition for services to the Club, to dog affairs or for an outstanding achievement in connection with dogs, or have made significant contribution to Club activities and Labrador Retrievers in general. The President shall be elected annually and hold office at the members' pleasure.
- b) The President may take part in general meetings of the Club and may also attend any meeting of the Committee and participate in the discussions thereat but shall not, per se, carry any entitlement to vote during any general club or committee meeting.

President: Mrs J Pott

Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard

Chairman: Mr D Malcolm; **Vice Chairman:** Mr AD Wynne;

Secretary: Mrs S Borralho; **Treasurer:** Mrs MA Wynne

**NOMINATION FORM FOR ELECTION AS PRESIDENT, VICE-PRESIDENT
OR PATRON OF THE LRKC**

NAME OF NOMINEE

SIGNATURE

NOMINATED FOR: **PRESIDENT**
 VICE-PRESIDENT
 PATRON

PROPOSED

SIGNATURE

SECONDED

SIGNATURE

Please return your nomination form by e-mail to dwayne@tecfin.co.za or sandy@lonspeare.co.za by 3rd March 2021.

President: Mrs J Pott
Patrons: Mrs R Cabion; Mrs C Copestake; Ms D Fabian; Mrs P Harrison; Mrs D Holman; Mrs E Howard
Chairman: Mr D Malcolm; **Vice Chairman:** Mr AD Wynne;
Secretary: Mrs S Borralho; **Treasurer:** Mrs MA Wynne