



*Member of the World Cat Congress*

# **New Zealand Cat Fancy Inc.**

## **General Rules and Policies**

## 2. Membership

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Part of the rewrite of the Constitution (accepted at AGM 2010) was removing 'processes' to another document (General Rules & Policies).

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As a result, some topics are covered in both the Constitution (CON) and General Rules & Policies (GR&P) but ideally when covered in both, the GR&P should always **expand** on that in the CON, especially when doing so provides **additional details** and **administrative rules or processes**, all with minimal duplication.

Underlines are coloured for ease-of-reading and will be the standard mid-grey if issued.

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2.1 Membership is open to individuals or clubs in accordance with the Constitution (Section 4 Types of Membership), that:

- a. make an application;
  - b. sign an agreement to abide by the Constitution, rules, regulations, codes, and policies of the NZCF; and
  - c. pay the required membership fee.
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Minor changes to make the reference to the CON more general (easier to maintain) and to improve readability by using a list.

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## Types of Members

2.2 Types of membership are established in the Constitution (Section 4 Types of Membership) and the following additional points apply.

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Removed the introductory list which is covered in CON.

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### Ordinary Members

2.3 Full members may belong to breed sections and take part in all activities of the NZCF.

2.4 Family members may belong to breed sections and take part in all activities of the NZCF. Family member applications must include one full membership per household. Lodgers or friends living at the same address are not eligible for family membership.

2.5 Associate members may belong to breed sections but may not vote.

2.6 Junior members may belong to breed sections but may not vote. All junior members must be under 16 years of age for the whole financial year.

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Removed duplication of CON content. Remaining content is not a duplication.

Breed section membership was only mentioned under full membership but now has been included in all types of membership for clarity.

Associate membership has been moved to be a type of ordinary membership in line with the CON.

Extra paras added as needed. Para numbers in comments refer to new numbering.

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## Affiliate Members

- 2.7 Affiliate members (clubs) must meet the following conditions:
- a. Incorporated Society status must be maintained.
  - b. Clubs must be one of the following types:
    - i. all breeds (long and shorthair cat breeds as recognised by the NZCF), or
    - ii. a specialist club that caters for either longhair breeds or shorthair breeds or stated breeds or stated colours of pedigree cats, or any other NZCF section of domesticated cats.

2.8 Clubs may hold a show or shows as covered by their constitution.

2.9 Clubs have voting rights of one vote per club.

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Removed content already covered in the CON, especially in 2.7 subpara a.

Para 2.7 c. moved to **Admission of Members** as it relates to applications and it was also covered there. Para 2.7 d. made into a new para (2.8) as it is not a condition which must be met but a privilege of membership.

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## Life Members

2.10 A life member may belong to breed sections and take part in all activities of the NZCF.

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Removed duplication of CON content.

Breed section membership was only mentioned under full membership but now has been included in all types of membership for clarity.

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## Honorary Members

2.11 Honorary membership is reviewed on a yearly basis or can be granted for a fixed amount of time.

## Admission of Members

### Ordinary Members

2.12 An ordinary member must send a completed application form each year to the Membership Co-ordinator and make payment of the applicable fee.

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The only item not already covered in the CON is 'send it [the application] with the applicable fee to the Secretary'.

Membership Co-ordinator is used in the next two paras so this reference to the Secretary has been changed to match that.

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- 2.13 The Executive Council may interview the applicant if the Membership Co-ordinator asks for a review of a membership application. All other membership applications shall be approved by the Membership Co-ordinator.
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Deleted 2.14 (former para 2.11); covered by CON para 5.3.

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## Life Members

- 2.14 The process by which an ordinary member becomes a life member is covered in the Constitution (Section 5 Admission of Members). The recommendation provided must describe the ordinary member's years of service, quality of performance, significant events, and their contributions to, and achievements within, the NZCF.
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Most of para 2.14 is covered in the CON, and the new introductory sentence directs users there. The remaining content (recommendation must provide the details of service) has been reworded for clarity.

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## Affiliate Members

- 2.15 To become an affiliate member a club must meet the requirements in the Constitution (Section 4 Types of Membership). A club must supply a copy of their constitution with their first application and supply a new copy to the NZCF when it registers a new or amended constitution to the Incorporated Societies office.
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Added reference to CON rather than duplicate the requirements.

Added in 'first' to application otherwise it could be an annual requirement, even if unchanged.

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- 2.16 The affiliated member must have no less than five of their current voting members that are also current voting members of the NZCF at all times and must also maintain the membership requirements of an Incorporated Society.
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Changed 'financial' (in 'financial members') to 'voting' in line with the wording of the CON. This makes it clear that life members may be included in the numbers.

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- 2.17 The application must also include the geographical area in which their activities are proposed to take place. All breeds clubs will be restricted to 50 km radius of their registered office. Specialist clubs are able to hold events anywhere.
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Second half of the first sentence is the wording from the now deleted 2.7 subpara c. Both covered the same point.

'All other' removed before 'Specialist clubs' as the two sentences are comparing the two types of clubs, not some specialist clubs against others.

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- 2.18 All breeds clubs may apply for exemptions if they wish to hold a show in a new location that is outside their stated area.

## Breed Section Membership

- 2.19 A breed section shall be established by the Executive Council for each NZCF recognized breed or breed group (as set out in Registration Rules, Appendix A). There shall be a breed representative for any breed section which has five or more active breeder members. An active member is one who has bred and registered with NZCF a minimum of two litters in the past two years.
- 2.20 A breed section shall also be established for members who show or have an interest in cats in the Domestic Division. There shall also be a breed representative for the Domestic breed section if there are 10 or more members.
- 2.21 A breed section shall lose its individual breed representative if the above criteria are not met for three successive years. A breed section which does not meet the criteria for an individual breed representative will be linked with another breed section or represented by the general breed representative as recommended by the Breed Standards Advisory Council to the Executive Council.
- 2.22 As part of their membership fee, NZCF members are eligible to belong to the breed sections of the breeds they own, and breeder members to belong to the breed sections of all breeds they are actively breeding. Any member may belong to additional breed sections, to a maximum of six sections in total for all classes of membership except affiliate. Affiliate members may belong to all breed sections provided that such breed sections are to be relevant to their constitution. Application for breed section membership can be made at the time of application for membership, or at any later date, by applying for membership and by paying any prescribed additional fee.
- 2.23 Members of each breed section shall sponsor the breed and be responsible for assisting in the development of a comprehensive standard for the breed, and proposing amendments and revisions of the standard for the breed.

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Small changes for clarity. Large opening para split and reordered for ease of reading.

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## Register of Members

- 2.24 As required by the Constitution (Section 6 The Register of Members) a register of members shall be kept and maintained in a secure manner in accordance with the Privacy Act.
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- Removed duplicated content.
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- 2.25 Members must advise the Secretary of changes to their contact details, address, or telephone number as soon as reasonably possible.

## Membership Fee

- 2.26 An application for membership must be completed each year at the beginning of the NZCF financial year which is the 1<sup>st</sup> of January and the membership fee paid on or before the 31<sup>st</sup> of January in the same year.
- 2.27 On the 1<sup>st</sup> of February, if no membership fee has been paid by the member, all rights and privileges shall cease.
- 2.28 A member whose membership has been terminated because their membership fee is overdue as described in paragraphs 2.26 and 2.27 is required to pay the current fee for the type of membership that they apply for as well as any late payment fees applicable at time to become a financial member again.

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Small changes for clarity.

Heading **Overdue Membership** removed as para 2.28 fits well within the heading 'Membership Fee'. Para 2.28 wording reordered for clarity.

Changed para 2.27 'all rights and privileges will be terminated' to 'all rights and privileges shall cease' because 'termination' is carried out by EC resolution according to the next section.

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## Cessation of Membership

Removed **Resignation** and **Dispute or Discipline**, both covered in the CON.

In **Dispute or Discipline**, the additional comment about members being 'subjected to penalties as listed' is covered more appropriately in either the Constitution (13A Disputes), or the Disputes and Discipline manual.

Section on Resignation and **Removal from Office of Officers and Officials** moved to **Management of the NZCF** (paras 3.23A – 3.23C.) as it relates to cessation of office not membership.

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- 2.29 In addition to the reasons for termination of membership mentioned in the Constitution, the Executive Council may, by a unanimous vote, terminate the membership of any member for breach of the provisions of the constitution or any other rules or bylaws including the codes of conduct, or non-payment of fees, or any other indebtedness to the NZCF. A member may also have their membership suspended or terminated where a member is charged or convicted under the Animal Welfare Act 1999 and subsequent amendments.
- 2.30 Any member who may be liable to be removed from membership under para 2.29 shall be entitled to appear before the Executive Council to offer a verbal or written explanation in mitigation. At least 14 days written notice of the Executive Council meeting shall be given to the member concerned.
- 2.31 Any member that has their membership terminated for any reason other than as stated in

para 2.32 has the right to appeal within 14 days of the termination by submitting their appeal in writing to the Secretary.

- 2.32 The Executive Council may by ordinary resolution terminate the membership of any member whose membership fees are more than 1 month and 7 days overdue without written notice or the right to appear before the Executive Council.
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Joined paras 2.30 and 2.31; same subject.

Moved original para 2.34 (and deleted heading **Appeal**) to follow original para 2.30 as para 2.32 is better being last as it does not relate to the other paras.

Removed heading **By the Executive Council** as this applies to all remaining items and is clear in the text.

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Removed **Obligation of Members**; duplication of CON content.

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### 3. Management of the NZCF

## **Resignation and Removal from Office of Officers and Officials**

- 3.23A Any elected officers or appointed officials of the NZCF shall cease to hold office upon:
- a. death;
  - b. a written resignation from the officer or official;
  - c. they become incapable of holding office by reason of infirmity or otherwise;
  - d. being lawfully removed from their office;
  - e. being declared bankrupt;
  - f. conviction of any criminal offence with subsequent imprisonment exceeding three (3) years;
  - g. being absent as a member of the Executive Council from more than two (2) consecutive meetings of the Executive Council, without the prior leave of the Executive Council; or
  - h. conviction of an offence involving the neglect of or cruelty to animals.

3.23B All property and documents obtained or produced during their term remain the property of the NZCF and must be returned to the NZCF when they cease to be an official or officer of the NZCF.

3.23C Resignation of an officer or officials will take effect at a date that is either mutually agreed on or at the date that the letter of resignation is received or dated or a date in the future that is stated in the letter of resignation.

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**Resignation and Removal from Office of Officers and Officials** moved from **Membership** as it deals with the cessation of office not membership.

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