



ASSOCIATION RULES AND REGULATIONS

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1. AMWA OBJECTIVES

- 1.1 The organisation to be known as The Alaskan Malamute Working Association, abbreviated to AMWA.
- 1.2 This organisation will operate as an Unincorporated Association.
- 1.3 To encourage people to work their Alaskan Malamute
- 1.4 To encourage co-operation between Alaskan Malamute owners, admirers, and supporters for the good of breed and the exchange of views and information on all subjects appertaining to the breed and to encourage Alaskan Malamute owners to train and work their dogs, so that the breed's primary function may be perpetrated.
- 1.5. Members are encouraged to help novice breed enthusiasts and fully explain to all prospective Alaskan Malamute purchasers the disadvantages as well as the advantages of owning the breed
- 1.6 To promote and support AMWA's associated Registered Charity (AMWA Welfare)

2. COMMITTEE

- 2.1. The management of the Association shall be in the hands of the Committee consisting of three Committee Officers, the Chairperson, Secretary, Treasurer, and a minimum of 6 Committee members to a maximum of 15 including officers. Roles of committee members can be found on the club's web site
- 2.2. All Committee members shall retire bi-annually but shall be eligible for re-election at the Annual General Meeting. The Committee Officers shall retire annually but shall also be eligible for re-election.
- 2.3 Meetings of the Committee shall be held at least three times a year. (a minimum of at least one face to face meeting and the others by means of electronic communications). As many additional meetings as deemed necessary may be called (not including any Special General Meetings called for a specific purpose) and shall consist of a quorum of at least two-thirds of Committee members including officers. All Committee Meetings of any description are only to be called by the Secretary and should give reasonable notice of a minimum 14 days so that all Committee members can have the opportunity to attend. All Officers and committee members are to attend at least two-thirds of Committee Meetings in any one year or they will automatically be removed from the Committee unless

there are exceptional circumstances for non-attendance. In the absence of a Chairperson, a pro tem will be elected by the Committee members present. All Committee Meetings are to have minutes recorded and these shall be sent to all serving Committee members for comment.

- 2.4. After election, the Chairperson will declare to the committee meeting how they intend to use their vote.
 - Option One: To vote on all issues like the rest of the committee but in the event of a tied vote will not have the casting vote. (With this option all proposals would require a decisive vote to be passed).
 - Option Two. To relinquish their right to vote like the rest of the committee but will have the deciding casting vote in the event of a split Committee vote. (With this option the Chairperson would have the decisive vote on tied propositions).
- 2.5 Should a Committee position become vacant between Committee meetings, the remaining Committee members may electronically vote another person to act in a pro-tem position (this could be another Committee member) until a replacement is duly elected at the next Annual General meeting by a majority vote of all members present.
- 2.6. It is the responsibility of the Chairperson to ensure that any vacant position is filled in a timely manner.
- 2.7 In order to ensure that certain functions are fulfilled, the Committee reserve the right to, when appropriate, form a Sub-Committee which will be bound by a 'specific Terms of Reference and will be answerable to the Committee.
- 2.8 Vacancies to fill the positions on a Sub-Committee will be advertised on the official Website. Each member will be elected by the Committee.
- 2.9. Each Sub-Committee member will be eligible for re-election annually at the Annual General Meeting unless the Sub-Committee is dissolved mid-term.
- 2.10 Any financial or legal liability incurred by Committee Officers or Committee members during the course of exercising their bona fide powers shall not be their personal liability but shall be the responsibility of the Club as a whole. This would be subject to a balance sheet being produced for the loss and voted on by the committee as a true record.
- 2.11 The Committee hold the right to amend or change the "Event Rules and Regulations" if it is deemed that an existing rule or regulation could constitute a health and safety risk to competitors, their dogs or any member of the public.
- 2.12. Any matter of dispute or matter of interpretation not provided for in these Association Rules shall be dealt with by the Committee at the appropriate meeting, and whose majority decision shall be final.

- 2.13. *Expenses* – All Committee positions and Support Organisers shall be voluntary, with no payment for services rendered after payment of reasonable expenses. The definition of reasonable expenses shall lie with the Committee, if a person is unsure whether an item is considered to be a reasonable expense, they should consult the Committee for guidance. All claims for expenses must be made on the appropriate expenses claim form and submitted to the Treasurer for approval, then put before the committee for signing off and payment.
- 2.14. The Chairperson will be responsible for making sure any changes to the Associations Rules and Regulations after an AGM are completed within thirty days.
- 2.15. No Committee Officer or Committee member should financially benefit from their position on the Committee while conducting Association Business.

3. ELECTIONS

- 3.1. Each nomination for election shall be proposed and seconded by Adult Association members and shall carry the Candidate's written/electronic consent that they are willing to stand for election or re-election

4. MEMBERSHIP

- 4.1 Anyone interested in Alaskan malamutes and other sled dog breeds.
- 4.2 New members will need a proposer and a seconder, and their applications will be considered by the committee. If no concerns are raised by the committee the members application will be put to the vote and if successful full membership will be granted.
- 4.3. The Committee reserves the right to refuse membership where there is a risk that the proposed new member could bring the Club into disrepute. The majority Committee decision is final.
- 4.4. Members must abide by the Clubs Association Rules and Regulations which includes a Code of Conduct – see club web site

- 4.5. AMWA events are covered by insurance which includes third party public liability. However, members must be aware this covers incidents arising from the 'clubs' negligence only and members are therefore responsible for their own Public Liability Insurance when participating in any Club activity or social event. Each member **MUST** conduct their own risk assessment prior to any activity or event and must have adequate cover (Third party liability and accident insurance) for themselves and their dogs.
- 4.6. If the Committee receive a complaint regarding any member or competitor's behaviour at an AMWA Event, the Committee will investigate any such complaint as per the Associations complaints procedure – see website

5. MEMBERSHIP FEES

- 5.1. Annual membership fees expire on the 31st *December* of each year (Except for new Members who have joined after the 1st October). Members will have until the 31st March each year to renew their existing membership. Failure to renew by this date will result in their membership lapsing and they will have to re-apply as new members which also attracts the higher premium for the first year.
- 5.2. New members paying for the first time after 1st *October* shall have their membership extended for the following year.
- 5.3. Membership fees may be amended at any General Meeting provided there is at least two thirds of the Committee in attendance.
- 5.4. Members who have held a membership for ten years consecutive paid membership will be eligible for free life membership when they reach the age of sixty-five. Event entry fees will remain the same as any other member.

6. ANNUAL GENERAL MEETINGS (AGM)

- 6.1. Annual General Meetings will be held in the month of August (or closest date) and will cover the following.
- To vote the previous years AGM minutes a true record.
 - To inform the meeting of Officers and Committee members resignations.
 - Chairpersons Address.
 - Treasurers Report.
 - Secretary's Report.
 - Membership Report.
 - Events Co-Ordinator Report.

- WSA Report.
- Welfare Report.
- Any other submitted business appertaining to previous season.
- Proposals to close Last seasons business.
- Election of Officers and Committee
- Any Proposals to amend the Rules of the Association
- Any Other submitted business (not to be voted on).

6.2 . Members will receive Two month's notice of an Annual General Meeting.

6.3. The rules of the Association shall not be altered except at an Annual General Meeting or an Extraordinary General Meeting.

6.4. At any meeting, a Proposal or Amendment accepted by the Chairperson and put to the vote shall be decided by a show of hands of those entitled to vote.

6.5. If any member has an item for discussion at the AGM, but is unable to attend the meeting, they may forward that item in writing as set out in rule 6.6 to the Committee for inclusion in the agenda so it may be put forward to the membership.

6.6. Agenda items not of origin from within the Committee shall be lodged with the Secretary at least 30 days preceding the AGM and be signed by a proposing member. Only motions and agenda items duly submitted for the AGM will be eligible for discussion and voting decisions. The AGM's agenda shall be emailed to the membership and placed on the Club website at least 21 days before the AGM.

6.7. All full members recorded as present and have signed the meeting attendance sheet before the AGM are entitled to vote.

6.8. Members may propose alterations or additions alter or add to the Association Rules, at the discretion of the Chairperson at the AGM (or at an EGM if necessary). Any proposed changes shall be lodged with the Secretary at least 30 days before the AGM and be signed by the proposer.

7. Extraordinary General Meeting (EGM)

7.1. The Chairperson, or 3 Committee members, or a petition signed by not less than 20% of the Clubs membership may call an EGM. The EGM notification and statement of purpose of the meeting shall be emailed or posted to the membership at least 21 days before the EGM.

- 7.2. Motions for discussion at EGM, not of origin from within the Committee, shall be lodged with the Secretary, and be signed by a proposing and seconding member and include the names of the 20% of the petition membership who called the meeting. Only motions and agenda items duly submitted for the EGM will be eligible for discussion and voting decisions. The EGM's agenda shall be emailed or posted to the membership at least 21 days before the EGM. .
- 7.3 All full members present and have signed the meeting attendance sheet before the EGM are entitled to vote. In the event of an on-line meeting the Secretary will record all members present.
- 7.4. An EGM shall be quorate provided at least two-thirds of the Committee are in attendance and any number of notified full members present.

8. SPECIAL GENERAL MEETING (SGM)

- 8.1. Special General Meetings will be convened by the committee to investigate allegations of lapses in a members or competitors conduct or judgement, or where a written complaint has been filed against a particular member or competitor.
- 8.2. The committee will, where appropriate and following the SGM, evoke AMWAs complaint procedure to deal with complaints, disputes, or serious untoward incidents – for complaint procedure, see club website
- 8.3. Should the Committee uphold the complaint they would then vote on how to deal with the member or competitor in question. All available options would be considered.
- 8.4. If a Proposition to expel the member or competitor is passed by a two-thirds majority of the committee members present, the members name shall be erased from the membership list for a period of twelve months from the date of the Special General meeting, after which the member is entitled to re-apply for membership. For a competitor that is not a member of the Association they would be suspended from our events for twelve months from the date of the Special General Meeting.
- 8.5. Subscription is forfeited for any membership that is suspended or expelled by the committee at a Special General Meeting.

9. ASSOCIATION ACCOUNTS

- 9.1. A bank account shall be opened in the name of the Association into which all revenue of the Association shall be paid and managed by the Treasurer. Withdrawals and payments shall only be made by the Treasurer with the agreement or counter signature of either the Secretary or Chairperson.
- 9.2. The Association accounts shall be kept up to date by the Treasurer. Auditors shall be appointed by the Committee at a General meeting, who will audit the Association's accounts for the ensuing year and be presented before the Associations AGM.
- 9.3. The Association's accounts shall run from 1st June to 31st May annually.
- 9.4. Under no circumstances can any profit from the Association accounts be distributed to members, but any surplus income earned shall be contributed to the Association account for furthering the objectives of the Club.

10. ASSOCIATION PROPERTY

- 10.1. The property of the Association shall be vested in the Committee Officers and in the event of the Association being unable to function, an Extraordinary General Meeting shall be called. A proposition will be sent out that the Associations assets should be disposed of and a decision will be made by a vote of the membership at the EGM. Any monies received from the sale of the Association assets will be donated to Malamute Welfare or another Animal Charity.
- 10.2. All trophies and cups donated to the Association will be accepted at the discretion of the Committee. Cups to be returned to the donator or sponsor (Where possible) in the event of the Association ceasing to exist.
- 10.3. A Trophy Steward will be appointed each year by the Committee. Any member receiving a trophy or cup must first sign and submit a contact email address in the Association Log to be kept by the Trophy Steward. Any member not returning the trophy or cup at least one month before the following years event for which the cup was donated, will be subject to any cost, incurred by the Association in its course of retrieving, repairing, or replacing the trophy or cup.
- 10.4. All Association property will be itemised for insurance & Audit purposes and the quantities updated annually and reported back to the Committee by the Equipment Officer. Condition of the equipment will also be reported such as any damage. repairs required or replacement of items. Any Servicing or maintenance records will also be kept updated.

11. CODE OF ETHICS

- 11.1. Members will follow the rules of good sportsmanship in all Alaskan Malamute and sled dog activities.
- 11.2. The Association shall strongly discourage "commercial" breeding, the excessive production of Alaskan Malamute puppies, and the cross breeding of dogs.
No mating of dogs may take place at any organised AMWA event.
- 11.3 The Association views any act of ignorance, neglect or cruelty to Alaskan Malamutes or any other dog with serious concern, and where relevant, may instigate action under the rules for "Complaints and Expulsion of Members" if grounds for such action are deemed sufficient by the Committee
- 11.4. Cases of cruelty or neglect of Alaskan Malamutes or any other dog by owners outside the Association's membership, but brought to its attention, shall be closely monitored with a view to constructive advice or assistance to the relevant bodies and Authorities if requested or required.

