

Bylaws for Hobart Canine Obedience Club

(Trading as Hobart Dog Training Club)

Adopted on 1/12/13

Bylaw 1. Annual Subscription

The annual subscription shall be determined in accordance with Clause 13 of the Constitution and shall be in respect of the period 1st July to 30th June of the year immediately following the Annual General Meeting.

The Annual Subscription and Joining Fees will be subject to regular review For the Year 2013 they shall be:-

	Membership Type	Made up of the following fees:
A	Single \$20	Annual Subscription \$15 + TCA insurance \$ 5
B	Family \$25	Annual Subscription \$20 + TCA insurance \$ 5
C	Concession (Student or pensioner) \$15	Annual Subscription \$10 + TCA insurance \$ 5
D	Annual Renewal	Annual Subscription \$5 + TCA insurance \$ 5

Bylaw 2. Membership

The membership of the club shall consist of

- A. Ordinary Membership
 - B. Family Membership
 - C. Life Member
- I. Any person who has been a member for at least eight (8) years and has rendered meritorious service to the Club or toward the objects of the Club, may at any Annual General Meeting, General Meeting or Special General Meeting, on the unanimous recommendation of the Committee and on receiving the votes of at least three quarters of the Members present at such meeting, be elected a Life Member of the Club with full privileges and without payment of any subscription.
 - II. A Life Member shall not be relieved of any other financial obligation other the Annual Subscription.
 - III. Provided always that not more than one award be made in any one year.

Bylaw 3. Office Bearers and Committee

The office Bearers shall consist of:-

President
Vice President
Secretary
Treasurer

The committee of the Club shall not consist of the office bearers plus not less than four nor more than fourteen members.

Bylaw 4. Tenure of Office

The Office Bearers shall be appointed for period of one (1) year.

The Committee shall be appointed for a period of two (2) years, half of whom shall vacate their office each year, subject to Clause 39 of the Constitution but shall be eligible for re-election.

Bylaw 5. Quorum

The Quorum for a meeting shall be:-

- A. Committee meeting – 50% of the members of the Committee plus one
- B. Sub Committee meeting – 50% of the Sub Committee
- C. General Meeting of Members – five financial members
- D. Annual General Meeting – a number equal to half the committee members appointed by the club at such time

Bylaw 6. Head Instructor

1. The Head Instructor shall be appointed yearly, by vote at a joint meeting of Committee members and Instructors, each person having one vote. The newly elected H.I. must be present at the election of Deputy H.I. which may be held at the same meeting or specially called meeting at the earliest possible date.
2. The H.I. may not also be an office bearer of the Club.
3. The H.I. shall act as liaison officer between Committee and Instructors and shall report to Committee decisions Instructors wish implemented. Normally the H.I. or D.H.I will be present at Committee meetings.

4. The H.I. shall be responsible for organising classes, rosters for classes and tests, and may delegate any duties he/she sees fit.
5. The H.I. shall be responsible for all aspects of training on the ground and may make interim decisions as needed, provided that he/she refers to the Committee and Instructors as soon as possible for ratification of such decisions.
6. The H.I. may request an Instructor to cease any action, e.g. handling another person's dog, or to change the methods he/she is teaching a class. Such requests will be made in private initially and without the knowledge of the class but should an Instructor refuse to comply with the request the H.I. may replace that Instructor for the training session. In this event the Instructor involved may elect to call an Instructor's meeting at the completion of training or within 7 days, and if no satisfactory agreement is reached the matter shall then be referred to a joint meeting of Committee and Instructors.
7. If the H.I. and D.H.I are to be absent from a training session the H.I. or D.H.I is to appoint a substitute prior to that session.
8. If the H.I. and D.H.I will be absent from a training session for three or more consecutive sessions or notifies the Committee they will be absent then the Instructors and Committee will jointly appoint a substitute.
9. A joint meeting of Committee and Instructors may remove the H.I. or D.H.I. from office at any time during the year.

Bylaw 7. Instructors

1. People wishing to train as Instructors at The Club will firstly have to fulfil the training requirements determined by the club which may change from time to time.
2. Each Instructor is responsible for the running of his/her own class and may refer to the H.I. or D.H.I. a handler and/or dog if in his/her opinion their presence or actions are detrimental to the handler's own dog or to the other handlers/dogs in the class. The H.I. may either change that handler/dog to another class or debar the handler/dog from classes until the following week. If the latter action is taken the position must be referred to a joint meeting of instructors and committee members present on the day.
3. Instructors will not train other people's dogs when they are instructing unless exceptional circumstances arise.
No instructor will train another member's dog unless permission has been specifically given by the handler/owner.
4. Disputes between Instructors shall be referred to the H.I. who may then refer it to an Instructor's and/or Committee meeting.

5. Instructor's meetings will be held as follows
 - a. The H.I. may call a meeting either on a training day or during the week
 - b. Any three instructors may call a meeting.
6. Decisions of Instructors about changes in training methods used and organisation of classes etc. need not be approved by the Committee unless such changes involve spending of Club money.

Bylaw 8. Training

1. All dogs to have current distemper/parvovirus/hepatitis vaccinations, with proof required on joining the club. Owners of dogs older than 12 months may provide proof of current titre testing and immunity.
2. Puppy class is for dogs between 12 weeks and 6 months of age
3. No dog will be admitted to the Beginner's Classes under the age of 5 months.
4. No spike collars to be used
5. Hitting or physical punishment **WILL NOT BE TOLERATED**
6. Bitches in season will be excluded from training ground for full duration of season
7. Should a dog soil the training area, owner/handler is responsible for cleaning up without delay
8. Handlers will train their dogs in the class appropriate to their stage of training as shown by tests, except instructors who may choose their class according to their instructing commitments.
9. Handlers are required to listen to instructions and requests of the Instructor while the class is in operation.
10. Children under the age of twelve (12) years may be members as part of a family membership but will only be allowed to handle dogs in classes at the discretion of the H.I.
 - I. Parents are requested to keep their children under control at all times
 - II. Children, unless engaged in a class are not permitted on the training area whilst training is in progress.
11. Jumps may only be used by dogs over 12 months of age and if supervised by an instructor.
12. Club members may be held responsible for any damage caused to club equipment due to misuse.
13. Dog are not permitted off leash in the training area during training hours unless under instruction.

Bylaw 9. Class Progression, Testing, Titles and Awards

1. A new handler who claims their dog is advanced beyond Initial Beginners whether supported by another Club's grading test or not, will be tested by the Head Instructor (H.I.) or Deputy Head Instructor (D.H.I.) or an instructor nominated by the H.I. or D.H.I. to decide the commencing class
2. Tests will be offered at regular intervals to allow progression through classes.
3. To be eligible for club titles or awards a member must
 - a. actively participate in classes or activities (Approximately 30% or as determined by the committee)
 - b. Submit relevant results or documents to the H.I. by the closing date specified by the club.