

NEW ZEALAND FEDERATION OF SLED DOG SPORTS INCORPORATED

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NEW ZEALAND FEDERATION OF SLED DOG SPORTS INCORPORATED

CONSTITUTION

1 NAME

- 1.1 The name of the federation shall be the New Zealand Federation of Sleddog Sports Incorporated, also known as the NZFSS INC.

2 DESCRIPTION

- 2.1 The NZFSS INC is a federation of national sled dog clubs and other organisations contributing to sled dog sports, whose member clubs communicate regularly but retain their autonomy and independence, within the limits as mentioned in this constitution and any by-laws appertaining thereto.

3 DURATION

- 3.1 The NZFSS INC shall have perpetual existence as a non-profit federation, under its federation name.

4 HEADQUARTERS

- 4.1 The Headquarters of the NZFSS INC shall be where the National Executive decides.

5 OBJECTIVES

- 5.1 The principal objectives and purposes of the NZFSS INC are:

- 5.1.1 To collaborate with organisations having as their objective the promotion of the sled dog sports.
- 5.1.2 Promote the education of the NZFSS INC Members on rules, regulations and procedures, thereby establishing proper conduct of all events which abide by the rules, regulations and procedures.
- 5.1.3 Promote the education of dog drivers and race officials throughout New Zealand.
- 5.1.4 To strive for the uniform development of sled dog sports nation-wide.
- 5.1.5 To promote the use of uniform race rules by members.
- 5.1.6 To maintain the authority and autonomy of its members.
- 5.1.7 To promote closer links between its members and any other sled dog sports organisation.
- 5.1.8 To convey to other organisations it's views and decisions.
- 5.1.9 To co-ordinate and protest the common interests of its members.
- 5.1.10 To collect, collate and circulate information to and among its members.

5.1.11 Inform and educate the members of the proper care and handling of the animals to ensure their humane treatment and to ensure identification and treatment of any health problem, peculiar to the sled dog.

5.2 Other objectives may from time to time be defined by the National Executive.

6 ELIGIBILITY (non-discrimination)

6.1 The NZFSS INC shall by no means, or by any occasion, perform or support rules or regulations that:

6.1.1 Discriminate against any competitor for gender, age, sexual orientation, disability, nationality, ethnicity, religious, or political reasons.

6.1.2 Discriminate against any dog or team because of breed or non-registration (non-registration in this sense refers to New Zealand Kennel Club registration. All dogs must be on the NZFSS INC register for inclusion in any point's tabulation).

7 MEMBERSHIP

7.1 Only the National Executive, with a two-thirds majority, may grant memberships in the Full Members, Associate Members and Sponsors categories. Provisional Membership is granted on receipt of the application by the Secretary in consultation with either the President or Vice-President after having been satisfied that the application meets requirements as detailed below.

7.2 Membership shall only be granted to organisations governed by a management structure elected according to the requirements of their own constitution. This membership shall fall within one of the following classifications:

7.2.1 Full Members

- a. Sled dog sports clubs or other non-discriminatory breed clubs who include sled dog sport in their activities and which hold regular competitions at a national level.
- b.
- c. Full Members shall be organisations which are self governing in any respect concerning sled dog sports and having aims and objectives declared to be and agreed by the National Executive as being beneficial to the aims and objectives of the NZFSS INC. Further they must seek to promote national interest in the sport of sled dog racing and related activities that will foster the safety of the competitors and animals involved.
- d. For a description of an Individual's rights and obligations within a Member Club see section J of the Sanctioning Requirements and Standards.

7.2.2 Associate Members

- a. Groups or associations sympathising with sled dog sport may be granted Associate Membership, provided said groups or associations have aims and objectives declared to be and agreed by the National executive as being beneficial to the aims and objectives of the NZFSS INC.

7.2.3 Sponsors

- a. A sponsor shall be a company or corporation that supports the goals of the NZFSS INC but who shall not vote, hold office or serve as a Chairman.

7.2.4 Provisional Members

- a. Sled dog sport organisations applying for membership, which only partially qualify as members may be granted provisional membership, this

membership is renewed annually by the National Executive with a view to granting full membership.

- b. Organisations applying for membership should in any case serve their first year as a provisional member.
- c. If after five years, the Provisional Member has not qualified to become a full member, the National Executive shall consider whether to extend or withdraw such Provisional Membership.

7.2.5 New Members

- a. Investigations as to the bona-fides of any applicant organisation shall be conducted by the National Executive Officers but no commitment to the outcome of such an application may be given by any person on behalf of the National Executive.
- b. Applications for membership shall be submitted to the Secretary of the National Executive for consideration of acceptance at least three months prior to the AGM together with:
 - .i A statement of acceptance of the NZFSS INC Constitution, By-laws and race Sanctioning Procedures/Rules.
 - .ii A copy of the applicant club's constitution, stating the purpose and objectives of the organisation.
 - .iii A copy of any other regulations of the applicant.
 - .iv The names, addresses, and telephone numbers of a least two key officials.
 - .v Details of the last competition at a local or national level, organised by the applicant (This may include Single Dog (Bike), Weight Pull or "fun" events).
- c. Candidates for membership shall, if so requested, prove to the satisfaction of the National Executive that the activity which they control does not conflict with or is not in rivalry with an already existing member of the NZFSS INC.

8 THE NATIONAL EXECUTIVE

- 8.1 The supreme authority of the NZFSS INC is the National Executive.
- 8.2 The National Executive shall comprise three to four Officers and the Executive Council
 - 8.2.1 The Officers are the President, Vice-President, Secretary and Treasurer. The Secretary and Treasurer may be combined if required.
 - 8.2.2 The Executive Council shall be comprised of one delegate (Councillor) from each member club.
- 8.3 The Executive Council will meet at an appointed time and place, where they will elect the Officers from the members of the National Executive. Once elected the Officers cannot act as a club delegate and shall act solely in the interest of the objectives of the NZFSS INC. The clubs which they previously represented shall then elect a new delegate to the Executive Council.
- 8.4 All Officers forgo their right to vote except that the President shall have a casting vote.
- 8.5 Officers shall be voted in for a term of two (2) years and club delegates (Councillors) for 1 year.
- 8.6 The National Executive with the co-operation of the Executive Council and subject to this constitution and any by-laws appertaining thereto, shall be empowered to manage the business and purposes of the NZFSS INC.
- 8.7 The National Executive and the Executive Council shall meet at least once during each year of its term of office.

- 8.8 Any amendments to the constitution will be made at the above meeting after discussion and voting at individual club meetings.
- 8.9 Immediate action may be taken by the National Executive at any time provided a majority of the Executive Council members vote for such action by mail, fax or telephone. Telephone votes are to be confirmed by each individual councillor in writing to the Secretary of the Federation. All voting action must be recorded by the Secretary.
- 8.10 A Chairperson for the Junior Division shall be appointed and they shall be responsible for overseeing the development of the Junior Division.
- 8.11 A registered Junior Musher shall be appointed to represent the interests of their peers in the Junior Division at National Executive level.
- 8.12 Between Executive meetings, the President and the Vice-President shall deal with the current affairs in co-operation with the Secretary and Treasurer. They shall be responsible for the day to day running of the Federation, subject to the authority of the National Executive and the Executive Council.
- 8.13 The Executive may appoint committees to handle specific activities for the NZFSS INC. The committees shall have only as much authority as shall be delegated to them by the National Executive.
- 8.14 A Sanctioning Officer shall be appointed and they shall be responsible for completing the IFSS Annual Survey.

9 QUORUMS

- 9.1 The quorum for the meeting of the National Executive shall be the President or Vice-President plus 75% (rounded down) of the Club Representatives.
- 9.2 The quorum for business entailing changes to this constitution or by-laws appertaining thereto, or the dissolution of the NZFSS INC, shall be 75% (rounded down) of the paid-up full members of the NZFSS INC.

10 VOTING AT NATIONAL EXECUTIVE MEETINGS

- 10.1 Club representatives shall each have one vote. The National Executive Officers have no voting rights except that the President/Chairman shall have a casting vote.
- 10.2 Associate and provisional members shall have no votes but shall have the right to be recognised and to make motions.
- 10.3 Voting shall be by show of hands, unless two or more members should request a secret ballot.
- 10.4 The voting majority required for elections and points of order shall be 50% (rounded up) of votes (including proxies).
- 10.5 In all other matters the voting majority required shall be 75% (rounded down) of voting members (including proxies).

11 ELECTIONS

- 11.1 Voting for elections shall always be by secret ballot whenever there is more than one candidate for the post being elected. A secret vote shall also take place, if requested by at least-two members having voting rights, even if there is only one nomination for the office to be filled.

12 RESIGNATION

- 12.1 A member may resign at any time, provided that at the time of resignation, that member has no outstanding liabilities to the Federation and with the return of all NZFSS INC property.

13 SUSPENSION

- 13.1 A member may be suspended from membership by the National Executive for the following reasons:
- 13.1.1 Non-payment of liabilities to the NZFSS INC
 - 13.1.2 Becoming in arrears with any annual levies due to the NZFSS INC (Only following written advice from the National Executive or the Treasurer).
 - 13.1.3 Failure to comply with the provisions of this constitution or the by-laws appertaining thereto.
- 13.2 Suspension of membership by the National Executive may be appealed at the next General Meeting.

14 EXPULSION

- 14.1 A member shall be expelled from membership of the NZFSS INC on a resolution passed by the National Executive in a general or extraordinary meeting for the following reasons:
- 14.1.1 Refusal to pay any levy due to the NZFSS INC.
 - 14.1.2 Non-payment of any levy fees due to the NZFSS INC for two or more years.
 - 14.1.3 Refusal to comply with the provisions of this constitution or the by-laws appertaining thereto.
 - 14.1.4 After having been suspended for at least one year and the reason for suspension still prevails.

15. VOTE OF NO CONFIDENCE

- 15.1 Any financial member club of the NZFSS INC who feels an officer of the National Executive has not performed their duties to a satisfactory level or in a manner detrimental to the sport, may propose a vote of no confidence at an Extraordinary meeting called for that purpose. If more than 75% of voting members including proxies are in favour of the proposed vote of no confidence then the officer who the vote was against shall stand down from their position. Nominations from the National Executive and Executive Council for the position shall then be called.

16 ANNUAL GENERAL MEETINGS

- 16.1 The NZFSS INC's Annual General Meeting shall be held not less than 15 and not more than 42 days after the end of the financial year.
- 16.2 Remits for discussion at the AGM shall be submitted to the NZFSS INC Secretary not less than 3 months prior to the AGM.

- 16.3 The NZFSS INC Treasurer is to formulate a budget (including proposed subscription) for the coming financial year at least 2 months prior to the AGM.
- 16.3 The Remits and proposed budget are to be forwarded to the NZFSS INC Councillors 2 months prior to the AGM.
- 16.5 If at the AGM, quorum requirements are not met, the AGM may be rescheduled or an extraordinary meeting called with a minimum of 7 days notice. Business conducted at said meeting must have met notice period requirements.

17 EXTRAORDINARY MEETINGS

- 17.1 At the request of the National Executive or upon receipt, by the Secretary, of a written request from at least one half of the full members of the Executive Council, an extraordinary meeting may be convened of which a minimum of 30 days notification shall be given to the members by Fastpost mail.
- 17.2 The notification shall include the details of the reasons for convening the extraordinary meeting. No business other than that specified in the notification shall be conducted at an extraordinary meeting.
- 17.3 Voting may be conducted for such a meeting by mail or fax.

18 SUBSCRIPTIONS (Levies)

- 18.1 All member clubs of the NZFSS INC shall pay an annual levy related to the number of NZFSS INC registered members per club.
- 18.2 The amount of the levy will be established by the National Executive. All dues shall be payable before the AGM.
- 18.3 The National Executive may, for just cause, grant associate members free membership or reduced subscription.

19 FINANCES

- 19.1 The NZFSS INC shall be financially bound within the limits of the approved budget by the joint signatures of the President and Secretary or Treasurer, or the Vice-President and Secretary or Treasurer.
- 19.2 The NZFSS INC officers have approval to spend up to \$100 on any one item. Amounts over \$100 must be approved by a two-thirds majority vote of the Executive Council.
- 19.3 Members, associate and provisional, shall only be financially bound within the limits of their annual levies to the NZFSS INC.
- 19.4 The financial year of the NZFSS INC shall be from the first day of March to the last day of February the following year.
- 19.5 The financial record of the NZFSS INC shall be audited annually by one independent auditor. The report shall be presented to the National Executive and the members following the close of the financial year.

20 INTERPRETATION

20.1 The authority for interpreting any dispute arising out of this constitution, or the by-laws appertaining thereto, shall reside in the President who shall seek the advice of the National Executive Officers before making the final decision.

21 MODIFICATION

21.1 Notwithstanding the regulations given in this constitution, this constitution may only be modified by the National Executive with the consensus of the full member clubs through the authority vested in their Club Representatives. Nevertheless, such modification shall never alter the major principles in this constitution. No addition, alteration or recession of the rules shall be approved if it affects the personal benefit clause or the winding up clause.

22 PECUNIARY GAIN

22.1 No member of the NZFSS INC or any person associated with a member shall participate in or materially influence any decision made by the NZFSS INC in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever.

23 DISSOLUTION OF THE NZFSS INC

23.1 The NZFSS INC may be dissolved by a unanimous decision at a Special General Meeting called for the express purpose of dissolving the NZFSS INC.

23.2 On the decision to dissolve the NZFSS INC, a majority decision must be made as to how to dispose of the NZFSS INC's assets remaining after payment of all its debts and liabilities.

23.3 Such remaining assets shall not be paid to or distributed among the individual members of the NZFSS INC, but shall be given or transferred to full member clubs (or any other body) which are non profit organisations and have objectives similar to the objectives of the NZFSS INC, or used for some

APPENDIX I

Diagrammatic Structure of NZFSS INC

