

**RULES OF THE DONKEY & MULE SOCIETY
OF NEW ZEALAND INC.**

1. The Society shall be known as the DONKEY & MULE SOCIETY OF NEW ZEALAND INCORPORATED.”

OBJECTS

2. The objects for which the Society is established are: -
 - (a) To encourage the selective breeding of donkeys and mules, to open and maintain a Stud Book for the registration of donkeys and mules, and to open and maintain a list of Donkey and Mule Studs and other premises which are officially approved by the Society.
 - (b) To promote research into all matters relating to donkeys and mules.
 - (c) To encourage and support the exhibition of donkeys and mules, to organise and hold shows or exhibitions of donkeys and mules, to promote donkey and mule classes at Horse, Pony and Agricultural Shows and to support the same financially or by presentation of trophies.
 - (d) To prevent cruelty to donkeys and mules, to co-operate with any other Society engaged in preventing cruelty, to improve the treatment of donkeys or mules, and to obtain and support legislation promoting such objects.
 - (e) To promote the public image of the donkey and mule and to provide education in connection with donkeys and mules.
 - (f) To borrow from time to time any moneys required for the purposes of the Society upon such security as the Society shall determine.
 - (g) To purchase, take on lease, hire or otherwise acquire, any real or personal property and rights or privileges. To construct, maintain and alter any buildings or erections necessary or convenient for the work of the Society, to sell, let, mortgage, dispose of or turn to account all or any of the property or assets of the Society. To invest the moneys of the Society not immediately required or its purposes in or upon such investments, securities, or property as the Society shall think fit, and to employ and remunerate any person for services rendered to the Society.
 - (h) To do all such other things as are necessary to the attainment of any foregoing objects.

MEMBERSHIP

3.
 - (a) Any person interested in donkeys or mules is eligible to apply for membership, which must be confirmed by the Committee. The officers may refuse membership to any person without assigning a reason for such refusal.
 - (b) Any member whose subscription is more than three months overdue shall cease to be a member without being released from liability to pay such overdue subscription.
 - (c) The officers shall have power to expel any members if after investigation it is satisfied that such a member has behaved in a manner prejudicial to the interests of the Society.
 - (d) Resignations from membership shall be in writing delivered to the Secretary.

SUBSCRIPTIONS

4. The amount of the annual subscription shall be fixed by the Annual General Meeting and shall be due for payment on the 1st day of July following the Annual General Meeting.

ADMINISTRATION

5.
 - (a) The business of the Society shall be managed by a Committee consisting of the officers.
 - (b) The officers of the Society shall be the President, Vice President, North Island Representative, South Island Representative, Secretary, Treasurer, Registrar Miniature Donkey Registrar, Webmaster, and Donkey & Mule Society Driving Representative and two other persons.
 - (c) The North Island Representative shall reside in the North Island and shall be elected by members residing in the North Island and the South Island Representative shall reside in the South Island and shall be elected by members residing in the South Island.
 - (d) Subject to sub-clause (e) of this clause, the committee shall be elected for the ensuing year at the Annual General Meeting and shall hold office until retirement or removal from Office or election of successors.
 - (e) In the event of there being present in person or by proxy at any Annual General Meeting less than five members eligible to elect either the North or South Island Representative, then they shall be elected at an Extraordinary General Meeting of those members eligible to vote, thereon convened and conducted in the manner provided by these Rules for Extraordinary General Meetings of the Society. Such Extraordinary General Meeting to be held within one month after the conclusion of the Annual General Meeting.
 - (f) Retiring committee members shall be eligible for re-election.
 - (g) The committee may from time to time and at any time appoint any member of the Society to fill any casual vacancy in any office, and any person so appointed shall hold office until the next ensuing Annual Meeting. Each Island Representative shall co-opt such number of members of the Society as he thinks fit to serve on a Regional Sub-Committee to manage, subject to the directions and control of the committee, the affairs of the Society within the territorial area represented by each Island Representative and each such regional Sub-Committee shall meet not less than once during each year at such time and place as called by the Island Representative having responsibility. The committee shall exofficio be members of all sub-committees.
 - (h) The committee may appoint sub-committees and may co-opt members of the Society to serve on sub-committees as required and all sub-committees shall submit their Minutes and recommendations to the Committee.
 - (i) The committee shall meet when called by the Secretary at the direction of the President or on the requisition of not less than two committee members. The quorum for a meeting of the committee shall be three.
 - (j) It shall not be necessary for the Committee to hold formal meetings and any resolution in writing signed by all of the committee shall be as valid and effectual as if passed at a formal meeting.

DUTIES OF OFFICERS

6. **President:**

At all General Meetings and Committee Meetings the President shall preside and if he should be absent the meeting shall elect a chairman. At all meetings the chairman shall have a deliberate vote and in the event of equality of voting a casting vote in addition. The chairman's ruling on any point of order shall be final.

Vice President

To become familiar with the administrative workings of the Society and stand for President when the current President retires.

Registrar:

To keep the Stud Book when opened and in the meantime to maintain a register of donkeys and studs, to record changes of ownership and other changes and generally to perform all other work in connection with the Stud Book and associated registers.

Miniature Donkey Registrar

To maintain breeding records in a Register for all miniatures registered with the Society

Secretary:

To call and attend all meetings and all committee meetings, to take minutes, submit correspondence and reply thereto as directed by the meeting, to keep a register of the names and addresses of members of the Society, to keep all records, and generally perform all the clerical work of the Society.

Treasurer:

To keep proper books of account, and to prepare and submit to the Annual General Meeting a duly audited statement of the Society's financial affairs.

The same person may be elected to be both Secretary and Treasurer

North and South Island Representatives:

To preside at all meetings of members represented by each respective Island Representative with power to co-opt any of such members to serve on a Regional Sub-Committee.

Webmaster:

To maintain, update and promote the Society's website. The Webmaster will retain editorial freedom to publish material on the website.

Donkey & Mule Society Driving Representative:

To inform, co-ordinate, encourage and promote the driving of donkeys and mules to the membership, and other driving enthusiasts and practitioners.

AUDITOR:

At each Annual General Meeting an auditor shall be appointed for the ensuing year and the auditor shall audit the accounts of the Society for the year previous to the Annual General Meeting.

GENERAL MEETINGS

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- (a) The Society shall hold its Annual General Meeting at such time and place between 1 April and 30 June each year as the officers shall determine.
- (b) The officers may whenever they deem fit convene an Extraordinary General Meeting and shall on receiving a request in writing signed by not less than fifteen members of the Society convene an Extraordinary General Meeting within two months from the date of receipt of such request. Any such request shall state the purpose of the meeting and shall be delivered to the Secretary and may consist of several documents in like form each signed by one or more persons.

- (c) If the officers do not within two months after receipt of any such request proceed duly to convene a meeting, the persons requesting the meeting may themselves convene a meeting in the same manner as nearly as possible as that in which meetings are to be convened by the officers but any such meeting shall not be held after the expiration of four months from the delivery of the request to the Secretary.

NOTICES

9.

- (a) Not less than fourteen days notice in writing of every General Meeting (exclusive in every case of the day on which it is served or deemed to be served and of the day for which it is given) specifying the place, the day and the hour of the meeting and the general nature of the business to be transacted shall be given to all members of the Society.
- (b) All notices shall be served upon a member either personally or through the post in a pre-paid letter addressed to such member at his address as appearing in the register of members or at his last known address and all notices so sent by post shall be deemed to have been delivered in due course of post.
- (c) The accidental omission to give notice of a meeting to, or the non-receipt of such notice by, a member of the Society shall not invalidate any proceedings or any resolution passed at any meeting.

PROCEEDING AT GENERAL MEETINGS

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- (a) No business shall be transacted at any General Meeting unless a quorum is present when the meeting proceeds to business. The quorum of members at such a meeting shall be seven. The start of the meeting may be delayed by half an hour from the appointed time and if no quorum is then present the meeting shall be adjourned for one week. If at such adjourned meeting a quorum shall not be present within half an hour from the appointed time then the meeting may proceed to business and all proceedings and resolutions passed at such meeting shall be as valid as if a quorum had been present.
- (b) At any General meeting a resolution put to the vote shall be decided by a show of hands unless a poll is demanded by the chairman or at least three members present in person. The declaration of the chairman shall be conclusive as to the result of the show of hands.
- (c) Every member shall have one vote on every resolution put to the meeting either in person or by proxy. Proxy forms signed by the members shall be lodged with the Secretary prior to the commencement of the meeting, and shall appoint by name some member personally present at the meeting or in the absence of such express appointment or if the member named shall be absent, the chairman of the meeting as the proxy of the member signing the proxy form to vote on behalf of such member either as directed or in the proxy's discretion.

ALERTATION OF RULES

- 11. The rules of the Society shall not be altered; except at a General Meeting after notice of any proposed alteration has been given to each member, not less than seven days before the date of the meeting, and by the approval of not less than two-thirds of the members eligible to vote at such meeting.

12. FUNDS

- (a) All monies received by the Society shall be placed to the credit of one of the Society's accounts in banks approved by the officers. All disbursements of the Society's funds shall be by cheque signed by two persons approved by the officers.

No money from the Society's account shall be paid except pursuant to a resolution of the officers or a General Meeting.

- (b) The income and property of the Society from whatever source derived shall be applied solely towards the promotion of the objects of the Society.
- (c) No member of the Society shall derive any pecuniary gain (except as a salaried officer or by way of honorarium for services rendered voted by a General Meeting) from any property or operations of the Society provided that nothing herein shall prevent the payment of any prize or the giving of any trophy to any exhibitor at a show who may be a member of the Society or prevent the payment of interest on any money borrowed by the Society from any member.
- (d) The books of the Society shall close on 31 December in each year.

WINDING UP

- 13. On the event of the dissolution of the Society or the Society through any other cause ceasing to exist, the funds and property thereof after the discharge of all liabilities shall be handed over to such other similar or kindred society or organisation as the officers shall determine.

GENERAL

- 14. The officers are empowered to deal with any matter not provided for in the rules.

INTERPRETATION

- 15. In these rules unless repugnant to the context the singular shall import the plural, the plural shall import the singular, male shall import the female and persons shall include corporations.

THE COMMON SEAL

- 16. The Common Seal of the Society shall be that appointed by the officers who shall be responsible for its safe custody and control. Whenever the Common Seal is required to be affixed to a Deed, document, writing or other instrument the same shall be affixed pursuant to a Resolution of the officers or of the Society by two of the officers thereby authorised to affix the Seal, and the persons so affixing the Seal, shall at the same time sign the document to which the Seal is so affixed.

Registered 27 October 1977
Amendments registered 28 February 1979
Amendments registered 25 May 2001
Amendments registered 27 September 2002
Amendments registered 27 August 2003
Amendments registered August 2006