

Rule 1

BRPC INC

ADMINISTRATION BYLAWS

Preamble

These administration by-laws are designed to provide day to day rules for the administration, management, and operation of BRPC Inc affairs by BRPC Inc appointed officers.

They are based on the administration requirements of the Model Rules and are to be viewed as secondary working documents to the Model Rules, and as such may be made, amended or repealed by the BRPC Inc COM during each calendar year refer Model Rule 42(1).

The location of BRPC Inc HQ is Skyring Street, Bundaberg East, 4670

1 BRPC Inc Officers

1.1 BRPC Inc officers include, but are not limited to:

1.1.1 A President/Chairperson, Vice President/Chairperson, Treasurer, Club Secretary and Committee Person (max five in number) will form the BRPC Inc COM and will have voting rights refer Model Rule 23(7).

1.1.2 The officers of the BRPC Inc are non-remunerated positions except for the driver/liberator who will be remunerated. Remuneration is determined yearly by the BRPC Inc COM after the annual general meeting.

1.2. Written (letter or email) nominations/applications for any non-committee position shall be lodged with the club secretary no later than 14 days preceding the AGM, All BRPC Inc COM positions will be nominated as per the Model Rules, refer rule (19).

1.2.1 If no nominations/applications for non-committee position are received, the BRPC Inc COM may appoint a person to fill any casual vacancy.

2 BRPC Inc Race Boundary

2.1 The BRPC Inc has a 50 km radius (from the Bundaberg City GPO) boundary.

2.2 The lofts of all BRPC Inc members competing in association races shall be situated within the 50 km radius.

2.3 The BRPC Inc COM shall determine any issues of location – such decisions shall not be appealed.

3 BRPC Inc Membership

3.1 BRPC Inc membership is defined in the Model Rules refer rule 5.

3.2 Membership fees shall be determined by the BRPC Inc members at a general meeting refer Model Rule 8 (a).

3.2.1 The boundary for membership of the BRPC Inc shall be at the sole discretion of the BRPC Inc COM in line with Model Rule 5 (3).

3.2.2 Payment of membership fees to the BRPC Inc shall be by eligible members to the club treasurer at a time determined by the BRPC Inc COM.

3.3 The BRPC Inc COM may approve affiliate membership for clubs and individuals that wish to participate in the race program.

4 The BRPC Inc COM, BRPC Inc Officers

4.1 The BRPC Inc COM shall be responsible for the orderly administration and operation of activities associated with the objects of the association. The BRPC Inc COM shall determine responsibilities of all BRPC Inc officers as appropriate.

4.2 The president/chairperson shall be responsible for the orderly running of BRPC Inc COM meetings, the annual general meeting, special general meetings, and any other meetings called by the club secretary on behalf of the BRPC Inc COM, the president will also assume the role of chief race steward, key duties include inspecting pigeons for health and condition before races and have the final authority to remove any pigeon that does not comply with regulations – this is a voting position.

4.3 The vice president/chairperson is elected to stand in for the chairman as necessary. The vice chairperson will attend BRPC Inc COM meetings – this is a voting position.

4.4 The club secretary shall be responsible for the day to day administrative, organisational, and operational needs of the BRPC Inc as directed by the BRPC Inc COM - this is a voting position (unless appointed by the BRPC Inc COM under Model Rule (15) (6), then it is a non-voting, non BRPC Inc COM position.

4.5 The treasurer shall be responsible for the administration of the financial affairs of the BRPC Inc – this is a voting position.

4.6 The management committee member is responsible for attending committee meetings – this is a voting position.

The BRPC Inc COM will appoint the following officers from any members nominated on or before the AGM to serve in these roles, the nominated member must indicate to the chair that they are willing to accept the nomination, all nominations will be considered and any previous experience in similar roles will be considered.

4.7 The ring secretary is responsible for efficient and orderly compilation of the BRPC Inc ring register (including special condition races eg Sires), the master ring register is not to be shared with any members, collection of information on lost and or strayed race birds, and notification of owners of traced race birds.

4.8 The liberation committee (sub-committee refer Model Rule 27) is responsible for overseeing the health and welfare of the pigeons, key duties are managing race logistics and ensuring fair competition., managing the current racing schedule and ensuring compliance with the liberation/transport code of practice, they are responsible for the safe release of race pigeons at the race point, they shall review weather forecasts leading up to anticipated race release time, and give timely advice to the liberator, extensive knowledge on reading weather patterns is an absolute must for these positions.

4.9 The calculation committee (sub-committee refer Model Rule 27) is responsible for the production of the race result in line with all current bylaws, this committee will also act as the clock committee and ensure that all clock bylaws are adhered to.

4.10 The BRPC Inc COM is responsible for ensuring BRPC Inc members comply with the BRPC Inc Model Rules, all bylaw rules, club code of practice and any changes to rules as determined by the BRPC Inc COM from time to time. In addition, the BRPC Inc COM is responsible for compliance with QLD Health and Safety protocols for members.

4.10.1 The BRPC Inc COM is responsible to ensure that BRPC Inc bylaws are following Australian and Queensland animal laws and welfare requirements.

4.11 Drivers are responsible for the safe operation of the vehicles they are required to operate. They are responsible in reporting (through the BRPC Inc COM) for any repairs and maintenance required for safe and efficient operation.

4.11.1 Liberators are responsible for the safety and wellbeing of any race pigeons in their care from the time of departure at BRPC Inc HQ to time of race release at the race point. The liberator(s) shall liaise with liberation committee to ensure a safe time of release.

4.11.2 The liberator as to race release time or race holdover or to cancel the race. For a race holdover or race cancellation, the liberation committee shall liaise and discuss race release issues with the BRPC Inc COM.

5 Breach of Rules

5.1 Should any member of the association commit a breach of the Model Rules and or any of the associated bylaws the BRPC Inc COM shall review the breach of rule(s) with the relevant member(s) and shall determine the penalty for that breach or rule(s).

5.2 The BRPC Inc COM shall have power to summon before it any member of the club to give evidence and/or to produce documents in any matter before the BRPC Inc COM in accordance with these rules and regulations.

5.3 The form of inquiry or proceedings conducted by the BRPC Inc COM and the way evidence or statements are given to the BRPC Inc COM shall be at the absolute and clear discretion of the BRPC Inc COM.

5.4 Non-Payment of Fees, should any member of the association fail to pay his or her subscription (grace period after the AGM will be 2 months) or other dues or any part thereof when the same shall be due and payable the member shall be deemed un-financial and be suspended from all BRPC Inc sponsored activity. See Model Rule 10 (3) (c) for termination of membership.

5.5 The decision of the BRPC Inc COM upon any question of admission to membership and termination of membership from the association shall be as per Model Rules 9 & 10(3).

5.6 Reporting - Lost or Strayed Birds Members are responsible for reporting lost or strayed birds when aware of such situations. Reports are to be made to the BRPC Inc Ring Secretary by phone.

5.6.1 Members shall comply with the stray bird management provisions of the BRPC Inc Code of Practice. Any breach shall be dealt with by the BRPC Inc COM.

6 General Meetings – (Roberts Rules) Standing Orders

6.1 Every member when about to speak shall address the chairperson respectfully, and to conduct him or herself in a respectable manner towards the meeting. No member shall be allowed to interrupt the speaker, except through the chairperson, and in explanation of a point of order.

6.2 No member shall be allowed to speak more than once on any subject, for no longer than five minutes (except with the consent of the meeting). Any member who has spoken on a motion shall not be deemed in order if speaking on any amendment - except the mover of the motion. The mover of the motion shall be called on by the chairperson to reply after the debate has closed, and no other member shall speak afterwards on the same motion.

6.3 Not more than two members shall speak in succession, either for or against any motion or amendment, and if, at the conclusion of the second speaker's remarks, no member rises to speak on the other side, the question shall be put to the meeting after the mover has replied.

6.4 The time for discussing any matter shall not exceed twenty (20) minutes, unless an extension of time has been agreed upon by a two-thirds majority of the members present, and the time for such extension must be stated.

6.5 On any member raising a point of order during the debate, the speaker shall stop speaking and the person so raising the point of order shall state his/her point concisely. The chairperson shall rule thereon with the chairperson's ruling being final, unless challenged by a formal motion submitted to the meeting.

6.6 Should any member disagree with the ruling of the chairperson, he/she will at once challenge the same, and on this action being taken, the chairperson shall vacate the chair, and the question put to the meeting without discussion - it shall require a two-thirds majority to have the ruling disagreed with.

6.7 The chairperson may speak for or against any motion or amendment. In the event of the votes on any subject being equal, the chairperson shall have a casting vote, as well as a primary vote, refer Model Rule (38)(2). The chairperson shall decide on all points of order.

6.8 All notices of motion under Model Rule 42 (2) (set aside a bylaw) shall be in writing, all notices to be submitted at a general meeting and will be placed on the agenda and heard at the next available general meeting, providing that meeting is at least seven (7) days after being tabled

6.9 On the adoption of any amendment, such amendment shall become the motion.

6.10 No motion or amendment shall be entertained or discussed until it has been seconded, and one amendment only shall be before the meeting at one time.

6.11 Should a member desire to move a further amendment he/she shall give notice of and indicate it before the vote is taken on the original motion. A motion or amendment becomes the property of the meeting and can only be withdrawn by a vote of two-thirds of the members present.

6.12 Minutes shall be rescinded by a majority of the members present – A rescission terminates the original approval from the date of the original approval. Where it is desired to retract a matter previously approved by the members, it is permissible to rescind the whole or part of the original minute. The effect of a rescission is to nullify the original approval of the matter as if it never occurred.

6.13 Decision(s) arrived at by a ballot shall only be rescinded by ballot.

6.14 In the event of a motion to rescind a resolution or a minute being defeated the said resolution or minute will remain effective up to the date of the next annual general meeting.

6.15 A resolution minute shall remain effective until its purpose has been fulfilled or for no longer than 12 months.

6.16 Members bringing motions from the floor have a responsibility of due diligence to ensure that motions placed before the meeting for consideration do not contravene/contradict any rules, bylaws, or resolutions already in place, any breaches may be subject to Rule 1, Admin Bylaw clause 5.1.

Participation by non-voting members in general meetings

Non-voting members of the club may speak on but must not move, second or vote on any nomination, motion, or an amendment to a motion,

General Meeting Agenda

The BRPC Inc COM requests that all non-urgent matters for General Business items be placed on the General Meeting agenda, members can do this by sending email to the club secretary brpci.secretary@gmail.com (preferred method) or club PO box 6090, Bundaberg East, Qld, 4670. Members have until 14 days before the next General Meeting notice date to have the matter placed on the agenda, General Business agenda items will have priority at the General Meeting.

7 Current Standing Orders

7.1 Capital Expenditure limit

7.1.1 The current limit for capital expenditure by the BRPC Inc COM is \$2,000 for any item or plan.

7.1.2 Members of the association at a General Meeting may allow additional expenditure over the \$2,000 amount following relevant discussion.

7.2 Invitation or requirement to attend BRPC Inc COM meetings.

7.2.1 The BRPC Inc COM may at its sole discretion invite or require any person(s) to attend meetings of the BRPC Inc COM.

7.2.2 The standing orders may be suspended in the following manner only:

7.2.3 By majority of the members present at any general meeting being in favour of said suspension, and the time of such suspension must be stated.

8 Grievance Procedure

8.1 The BRPC Inc COM refers to Model Rule 12A – 12F when dealing with any grievance brought before the committee.

End.