

Australian *Statement of Purposes* Highland Cattle Society

STATEMENT OF PURPOSES

1. The name of the proposed incorporated association is AUSTRALIAN HIGHLAND CATTLE SOCIETY INCORPORATED.
2. The purpose for which the proposed incorporated association is established are:-
 - (a) To develop and maintain the purity of the breed of Cattle known as “Highland Cattle” and to promote the breed for commercial purposes;
 - (b) To collect, verify, preserve and publish the pedigrees of Highland Cattle and other useful information relating to them;
 - (c) To establish and maintain a Herd Book in which to register the pedigrees of Highland Cattle;
 - (d) To issue publications on Highland Cattle and generally promote the names and pedigree of Highland Cattle;
 - (e) To grant approval and recognition of Regional Highland Breeder or Promotional Groups;
3. Solely for the purpose of furthering the purposes set out above the Association shall have power:
 - (a) To take over the funds and other assets and the liabilities of the present unincorporated Association known as The Australian Highland Cattle Society and to indemnify all officers and members of the said present Association in respect of any liability that may have occurred or may have arisen from any acts, deeds, or events prior to incorporation;
 - (b) Invest and deal with moneys of the Association not immediately required in such manner as is from time to time thought fit;
 - (c) To raise or borrow money upon such terms and in such manner as it thinks fit;
 - (d) Secure the repayment of moneys so raised or borrowed or the repayment of debt or liability of the Association by giving mortgages charges or securities upon or over all or any of the property of the Association;
 - (e) Do all such things as are incidental or conducive to the attainment of the purposes and the exercise of the powers of the Association;
 - (f) Act as a Trustee and accept and hold upon trust real and personal estate, provided however that the Association shall not have power as Trustee of a trust to do any act or thing that if done by it otherwise than as Trustee would contravene the provisions of the Association Incorporation Act or the Rules of the Association.

RULES

NAME

1. The name of the incorporated association is AUSTRALIAN HIGHLAND CATTLE SOCIETY INCORPORATED (in these Rules called “the Society”).

INTERPRETATION

2. (1) In these Rules, unless the contrary intention appears:-
 - “Council” means the Council of Management of the Society.
 - “Financial year” means the year ending 31st December.
 - “General Meeting” means a general meeting of members convened in accordance with Rule 11.
 - “Ordinary Member of the Council” means a member of the Council who is not an officer of the Society under Rule 21.
 - “The Act” means the Associations Incorporation Act 1981.
 - “The Regulations” means regulations under the Act.
- (2) In these Rules, a reference to the Secretary of a Society is a reference:-
 - (a) where a person holds office under these Rules as secretary of the Society – to that person; and
 - (b) in any other case, to the public officer of the Society.
- (3) Words or expressions contained in these Rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1958 and the Act as in force from time to time.

APPLICATION FOR MEMBERSHIP

3. (1) There shall be five (5) classes of membership:-
 - (a) Full member: A natural person, company or partnership, provided that in the case of a company or partnership a natural person shall be nominated as the person to have voting rights on behalf of that member (hereinafter referred to as the “Nominated Voter”);
 - (b) Associate Member: A natural person, organization, Society or club;
 - (c) Junior Member: A natural person who is under the age of eighteen (18) years or is a full time student at a school, college or university;
 - (d) School Member: An educational institution approved by the Council. A natural person from the institution must be nominated as the person to have voting rights;

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- (e) Life Member: A natural person who the Council determines is worthy of life membership.
- (1A) A School Member or a Life Member has the same rights and privileges under these rules as a Full Member.
- (2) An applicant who is nominated and approved for membership as provided in these Rules is eligible to be a member of the Society on payment of the entrance fee and annual subscription payable under these Rules.
- (3) A person who is not a member of the Society at the time of the incorporation of the Society (or who was such a member at that time but has ceased to be a member) shall not be admitted to membership.
 - (a) Unless he is nominated as provided in sub-clause (4); and
 - (b) His admission as a member is approved by the Council.
- (4) A nomination of a person for membership of the Society:-
 - (a) Shall be made in writing in the form set out in Appendix 1; and
 - (b) Shall be lodged with the Secretary of the Society with the appropriate fee.
- (5) As soon as is practicable after the receipt of a nomination, the secretary shall refer the nomination to the Council.
- (6) Upon a nomination being referred to the Council, the Council shall determine whether to approve or to reject the nomination.
- (7) Upon a nomination being approved by the Council, the secretary shall, with as little delay as possible, notify the nominee in writing that he is approved for membership of the Society and request payment with a period of twenty-eight (28) days after receipt of the notification of the sum payable under these Rules as the entrance fee and the first year's annual subscription.
- (8) The secretary shall, upon payment of the amounts referred to in sub-clause (7) within the period referred to in the sub-clause, enter the nominee's name in the register of members kept by him and, upon the name being so entered, the nominee becomes a member of the Society.
- (9) A right, privilege, or obligation of a person by reason of his membership of the Society:-
 - (a) Is not capable of being transferred or transmitted to another person;
 - (b) Shall terminate upon the cessation of his membership whether such occurs by death, resignation or otherwise.
- (10) A company or partnership may from time to time cancel the appointment of the Nominated Voter and name another natural person as the Nominated Voter of the Company or partnership by notice in writing to the Secretary of the Society.
- (11) Upon the death of one member of a partnership which is a member of the Society, the other member or members of the said partnership shall remain as a member or members of the Society.

ENTRANCE FEE AND ANNUAL SUBSCRIPTION

- 4. (1) The initial entrance fee shall be \$110.00 for Full Membership and no fee for Associate Member or Junior Member PROVIDED THAT the Council from time to time may vary or impose such entrance fees as it sees fit for any class of membership.
- (2) The initial annual subscriptions shall be as follows:
 - (a) Full Membership - \$120.00
 - (b) Associate Membership - \$65.00
 - (c) Junior membership - \$33.00
 - (d) Full Overseas Membership -\$160.00
 - (e) Associate Overseas Membership - \$60.00

The Council may from time to time vary the annual subscription as it sees fit.

- (3) All subscriptions shall be due annually in advance on the 1st day of January in each year.
- (4) The Council may from time to time impose additional fees by way of levies on the various categories of members as the Council sees fit.

REGISTER OF MEMBERS

- 5. The Secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of the name of each member and the register shall be available for inspection by members at all reasonable times at the address of the secretary.

RESIGNATION AND EXPULSION OF MEMBER

- 6. (1) A member of the Society who has paid all money due and payable by him to the Society may resign from the Society by first giving one (1) month's notice in writing to the secretary of his intention to resign and upon the expiration of that period of notice, the member shall cease to be a member.
- (2) Any member whose membership fees shall be in arrears twelve (12) months shall cease to be a member of the Society.
- (3) Upon the expiration of a notice given under sub-clause (1) or upon the expiration of the period of twelve (12) months, as provided for under sub-clause (2), the secretary shall make in the register

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of members an entry recording the date on which the member ceased to be a member.

7. (1) Subject to these Rules, the Council may by resolution:-

- (a) Expel a member from the Society;
- (b) Suspend a member from membership of the Society for a specified period; or
- (c) Fine a member in accordance with The Regulations if the Council is of the opinion that the member –
 1. has refused or neglected to comply with these Rules; or
 2. has been guilty of conduct unbecoming a member or prejudicial to the interests of the Society.

(2) A resolution of the Council under sub-clause (1).

- (a) Does not take effect unless the Council, at a meeting held not earlier than fourteen (14) and not later than twenty-eight (28) days after the service on the member of a notice under sub-clause (3) confirms the resolution in accordance with this clause; and
- (b) Where the member exercises a right of appeal to the Society under this clause does not take effect unless the Society confirms the resolution in accordance with this clause.

(3). Where the Council passes a resolution under sub-clause (1), the secretary shall, as soon as practicable, cause to be served on the member a notice in writing:-

- (a) Setting out the resolution of the Council and the grounds on which it is based;
- (b) Stating that the member may address the Council at a meeting to be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice;
- (c) Stating the date, place and time of that meeting;
- (d) Informing the member that he may do one or more of the following:-
 1. Attend that meeting;
 2. Give to the Council before the date of that meeting a written statement seeking the revocation of the resolution;
 3. Not later than twenty-four (24) hours before the date of the meeting, lodge with the secretary a notice to the effect that he wishes to appeal to the Society in general meeting against the resolution.

(4) At a meeting of the Council held in accordance with sub-clause (2), the council:-

- (a) Shall give to the member an opportunity to be heard;

(b) Shall give due consideration to any written statement submitted by the member; and

(c) Shall by resolution determine whether to confirm or to revoke the resolution.

(5) Where the secretary receives a notice under sub-clause(3), he shall notify the council and the council shall convene a general meeting of the Society to be held twenty-one (21) days after the date on which the secretary received the notice.

(6) At a general meeting of the Society convened under sub-clause (5):-

- (a) No business other than the question of the appeal shall be transacted;
- (b) The Council may place before the meeting details of the grounds for the resolution and the reasons for passing of the resolution;
- (c) The member shall be given an opportunity to be heard; and
- (d) The members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(7) If at the general meeting:-

- (a) Two-thirds of the members vote in person or by Postal Vote in favour of the confirmation of the resolution, the resolution is confirmed; and
- (b) In any other case, the resolution is revoked.

ANNUAL GENERAL MEETING

8. (1) The Society shall in each calendar year convene an annual general meeting of its members.

(2) The annual general meeting shall be held on such day as the Council determines.

(3) The annual general meeting shall be specified as such in the notice convening it.

(4) The ordinary business of the annual general meeting shall be:-

- (a) To confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
- (b) To receive from the Council reports upon the transactions of the Society during the last preceding financial year;
- (c) To elect members of the Council; and
- (d) To receive and consider the statement submitted by the Society in accordance with Section 30 (3) of the Act.

(5) The annual general meeting may transact special business of which notice is given in accordance with these Rules.

(6) The annual general meeting shall be in addition to any other general meeting that may be held in the same year.

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SPECIAL GENERAL MEETING

9. All general meetings other than the annual general meetings shall be called special general meetings.
10. (1) The Council may, whenever it thinks fit, convene a special general meeting of the Society and where, but for this sub-clause, more than fifteen (15) months would lapse between annual general meetings, shall convene a special general meeting before the expiration of that period.
 - (2) The Council shall on the requisition in writing of any ten (10) members of the Society, convene a special general meeting of the Society.
 - (3) The requisition for a special general meeting shall state the objects of the meeting and shall be signed by the members making this requisition and be sent to the address of the secretary and may consist of several documents in a like form, each signed by one or more of the members making the requisition.
 - (4) If the Council does not cause a special general meeting to be held within one (1) month after the date on which the requisition is sent to the address of the secretary, the members making the requisition, or any of them, may convene a special general meeting to be held not later than three (3) months after that date.
 - (5) A special general meeting convened by members in pursuance of these Rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Council and all reasonable expenses incurred in convening the meeting shall be refunded by the Society to the persons incurring the expense.

NOTICE OF MEETING

11. (1) The Secretary of the Society shall, at least thirty (30) days before the date fixed for holding a general meeting of the Society, cause to be sent to each member of the Society at his address appearing in the register of members, a notice by pre-paid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
 - (2) No business other than that set out in the notice convening the meeting shall be transacted at any general meeting.
 - (3) A member desiring to bring any business before a meeting may give notice of that business in writing to the secretary, who shall include that business in the notice calling the next general meeting after the receipt of the notice.

PROCEEDINGS AT MEETINGS

12. (1) All business that is transacted at a special general meeting and all business that is transacted at the annual general meeting with the exception of that specially referred to in these Rules as being the ordinary business of the annual general meeting shall be deemed to be special business.

- (2) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these Rules to vote is present during the time when the meeting is considering that item.
 - (3) A quorum for the transaction of the business of a general meeting shall be constituted by the presence either personally or by proxy of not less than ten (10) members entitled under these Rules to vote at a general meeting.
 - (4) If within half an hour after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time and (unless another place is specified by the Chairman at the time of the adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place and if at the adjourned meeting the quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than three (3)) shall be a quorum.
13. (1) The President, or in his absence, the Vice-President, shall preside as Chairman at each general meeting of the Society.
 - (2) If the President and the Vice-President are absent from a general meeting, the members present shall elect one of their number to preside as Chairman at the meeting.
 14. (1) The Chairman of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
 - (2) Where a meeting is adjourned for fourteen (14) days or more, a like notice of the adjourned meeting shall be given as in the case of the general meeting.
 - (3) Except as provided in sub-clauses (1) and (2), it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.
 15. A question arising at a general meeting of the Society shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the Chairman that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, and an entry to that effect in the Minute Book of the Society is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

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16. (1) Upon any question arising at a general meeting of the Society, each Full Member shall have one (1) vote only and neither Associate Members or Junior Members shall have voting rights.
 - (2) All votes shall be given by person or by postal vote for motions submitted prior to the general meeting:
 - (a) Motions and mover's explanation (not exceeding 200 words) to be submitted to the Secretary at least 60 days prior to a general meeting;
 - (b) Motions are posted to members with the notice of the general meeting;
 - (c) Members have 30 days to provide the Secretary with a written response to the motion (not exceeding 200 words);
 - (d) At the expiration of 30 days copies of all responses and a ballot paper are sent to members;
 - (e) Ballot papers must reach the Secretary's office on the last working day prior to the meeting. As an alternative members may cast their vote at the general meeting;
 - (f) Results of the ballot are announced at the general meeting and the decision becomes effective from that date.
 - (3) In the case of an equality of voting on a question, the Chairman of the meeting is entitled to exercise a second or casting vote.
 - (4) In the case of joint membership and in the absence of a Notice of Nominated Votes, the vote of the senior who tenders a vote whether in person or by Postal Vote shall be accepted to the exclusion of the vote of the other joint member, and for this purpose seniority shall be determined by the order in which the names stand in the Register of Members.
17. (1) If at a meeting a poll on any question is demanded by not less than three (3) members, it shall be taken at that meeting in such manner as the Chairman may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.
 - (2) A poll that is demanded on the election of a Chairman or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct.
18. A member is not entitled to vote at any general meeting unless all moneys due and payable by him to the Society have been paid, other than the amount of the annual subscription payable in respect of the current financial year being in arrears for a period of less than three (3) months.

COUNCIL OF MANAGEMENT

19. (1) The affairs of the Society shall be managed by a Council of Management constituted as provided in Rule 21.
 - (2) The Council, subject to such regulations may be prescribed by the Society in general meeting:-
 - (a) Shall control and manage the business and affairs of the Society including without limiting the generality of the foregoing determine and vary from time to time the Rules for registration of Highland Cattle with the Society;
 - (b) May, subject to these Rules, the regulations and the Act, exercise all such powers and functions as may be exercised by the Society other than those powers and functions that are required by these Rules to be exercised by general meetings of the members of the Society; and
 - (c) Subject to these Rules, the regulations and the Act, has power to perform all such acts and things as appear to the Council to be essential for the proper management of the business and affairs of the Society.
 - (d) May grant approval and recognition to Regional Highland Breeder or Promotional Groups and deal with said groups in accordance with the Regional Highland Breeder or Promotional Groups rules as provided in Rule 36
20. (1) Subject to Section 23 of the Act, the Council shall consist of nine (9) members duly elected at a general meeting of the Society.
 - (2) Each member of the Council shall subject to these Rules, hold office for a period of three (3) years but shall be eligible for re-election, provided that at the end of the first year of the Society, one-third of the Council (selected by ballot) shall retire but shall be eligible for re-election and at the end of the second years of the Society, a further three(3) members of the Council (selected by ballot from the initial Council) shall retire but shall be eligible for re-election and at the end of the third (3) year of the Society, the third group of three (3) members from the original Council shall retire and shall be eligible for re-election.
 - (3) In the event of a casual vacancy in the office of a member of the Council, the Council may appoint a member of the Society to fill the vacancy and the member so appointed shall be subject to retirement at the same time as if he had become a member of the Council on the same day on which the member in whose place he is appointed was last elected a member of the Council.

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21. (1) The officers of the Society shall be:-

- (a) a President;
- (b) a Vice-President;
- (c) a Treasurer;
- (d) a Minute Secretary.

- (2) At the first meeting of the Council held after the annual general meeting each year and to be held within ninety (90) days of same, Councillors shall elect from their number the officers of the Society PROVIDED THAT if it deems fit the Council may elect to appoint a person or persons not being a member or members of the Society to carry out the duties of Secretary and/or Treasurer and further if the Council deems fit the same person or persons may be appointed to carry out the duties of both positions.
- (3) In the event of a casual vacancy in any office referred to in sub-clause (1), the Council may appoint one of its members of the vacant office and the member so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of his appointment.

ELECTION OF OFFICERS AND VACANCY

22. (1) Nomination of candidates for election as members of the Council:-

- (a) Shall be made in writing, signed by two (2) members of the Society and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - (b) Shall be delivered to the secretary of the Society not less than forty-two (42) days before the date fixed for the holding the annual general meeting.
- (2) If there be only the requisite number nominated to fill the vacancies the Chairman at the annual general meeting shall declare those nominated as duly elected.
 - (3) If there shall not be sufficient number of candidates nominated the names of those nominated shall be set out in the notice convening the annual general meeting and further nominations may be verbally made and consented to at the annual general meeting and if necessary an election shall be held at the annual general meeting.
 - (4) (a) If there be more than the requisite number nominated a list of candidates shall be circulated by the secretary by notice to all members entitled to vote so that each member should receive such list at least thirty (30) days before the annual general meeting.

Such list shall indicate in the case of a member of the Council his attendance record at meetings of the Council during the preceding twelve (12) months.

- (b) With the list of candidates the secretary shall enclose a ballot paper containing the names of the candidates only in alphabetical order.
 - (c) Each member entitled and proposing to vote must complete the ballot paper and return it to the Society so that the ballot paper is received by the Returning Officer at least seven (7) days prior to the annual general meeting.
 - (d) The result of the ballot shall be announced at the annual general meeting and recorded in the Minute Book.
- (5) A Returning Officer and two (2) scrutineers shall be appointed by the Council. Such Returning Officer shall not be a member of the Society entitled to vote.
 - (6) The decision of the Returning Officer as to formality or informality of any vote shall be final.
 - (7) If two (2) or more candidates for a vacancy obtain an equal number of votes the Chairman of the annual general meeting shall determine between them by lot which of them shall be excluded.
 - (8) In the case of a member who is a company or a partnership the Nominated Voter shall be entitled to stand as a candidate for election to the Council.
23. For the purpose of these Rules, the office of an officer of the Society or of an ordinary member of Council becomes vacant if the officer or member:-
- (a) Ceases to be a member of the Society;
 - (b) Becomes an insolvent under administration within the meaning of the Companies (Victoria) Code; or
 - (c) Resigns his office by notice in writing given to the secretary.

PROCEEDINGS OF COUNCIL

- (1) The Council shall meet as often as deemed expedient with a minimum of two (2) meetings in each year, at such place and at such times as the Council may determine.
- (2) Special meetings of the Council may be convened by the President or by any four (4) of the members of the Council.
- (3) Notice shall be given to members of any special meeting specifying the general nature of the business to be transacted and no other business shall be transacted at such meeting.

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- (4) Any five (5) members of the Council shall constitute a quorum for the transaction of the business of a meeting of the Council.
- (5) No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.
- (6) At meetings of the Council:-
 - (a) The President or in his absence the Vice-President shall preside; or
 - (b) If the President and the Vice-President are absent, one of the remaining members of Council as may be chosen by the members present shall preside.
- (7) Questions arising at a meeting of the Council or of any sub-committee appointed by the Council shall be determined on a show of hands or, if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.
- (8) Each member present at a meeting of the Council or of any sub-committee appointed by the Council (including the person presiding at the meeting) is entitled to one vote and, in the event of any equality of votes on any question, the person presiding may exercise a second or casting vote.
- (9) Written notice of each Council meeting shall be served on each member of the council by delivering it to him at a reasonable time before the meeting or by sending it by pre-paid post addressed to him at his usual or last known place of abode at least two (2) business days before the date of the meeting.
- (10) Subject to sub-clause (4) the Council may act notwithstanding any vacancy on the Council.
- (11) The Council shall have an Executive to handle the day to day business of the Council consisting of the President, Vice-President, Treasurer and Secretary and such others as may be appointed from time to time.
- (12) In addition to the Executive Council, the Council shall have the power to appoint Committees and Inspectors as it sees fit.
- (13) The Council shall have the power to co-opt to the Council or to a sub-committee thereof such persons as it sees fit, but such co-opted persons shall not have voting rights.

SECRETARY

25. (1) The secretary of the Society shall keep minutes of the resolution and proceedings of each general meeting and each Council meeting in books provided for that purpose together with a record of the names of persons present at Council meetings.
- (2) The secretary shall be the corresponding and recording officer of the Society. He shall receive, scrutinize and report to the Council on all applications for entry of cattle. He shall be subject to direction through the President of the Council and shall be responsible for the carrying out of all acts, decisions and transactions determined by the Council. He shall issue notices of all meetings and shall send a written or printed copy by mail to the postal address of each member entitled to such notice setting for the matters to be discussed.

TREASURER

26. (1) The Treasurer of the Society will:-
 - (a) Be responsible for cash, funds and securities belonging to the Society;
 - (b) Collect and receive all monies due to the Society and make all payments authorized by the Society, such payments to be made by cheque; and
 - (c) Keep correct accounts and books showing the financial affairs of the Society with full details of all receipts and expenditure connected with the activities of the Society.
- (2) The accounts and books referred to in sub-clause (1) shall be available for inspection by members.

REMOVAL OF MEMBER OF COUNCIL

27. (1) The Society in general meeting may by resolution remove any member of the Council before the expiration of his term of office and appoint another member in his stead to hold office until the expiration of the term of the first mentioned member.
- (2) Where the member to whom a proposed resolution referred to in sub-clause (1) makes representations in writing to the secretary or President of the Society (not exceeding a reasonable length) and request that they be notified to the members of the Society, the secretary or the President may send a copy of the representations to each member of the Society or, if they are not so sent, the member may require that they be read out at the meeting.

CHEQUES

28. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any two (2) of four (4) members of Council nominated by the Council.

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SEAL

29. (1) The Common Seal of the Society shall be kept in the custody of the secretary.
- (2) The Common Seal shall not be affixed to any instrument except by the authority of the Council and the affixing of the Common Seal shall be attested by the signatures either of two (2) members of the Society or of one (1) member of the Council and of the Public Officer of the Society.

ALTERATION OF RULES AND STATEMENT OF PURPOSES

30. (1) These Rules and the Statement of Purposes of the Society shall not be altered except in accordance with the Act
- (2) Subject to the provisions of the Act, the Society shall have the power at its annual general meeting or any adjournment thereof to enact, renew, alter or add to the Rules and Statement of Purposes of the Society provided that no change either by way of addition or alteration shall be made unless with the approval of not less than three-quarters (3/4) of the members of the Society attending a general meeting of the Society with notice to the secretary of the Society having been given not less than sixty (60) days prior to the meeting, which said meeting shall be called in accordance with these Rules.

NOTICES

31. (1) A notice may be served by or on behalf of the Society upon any member either personally or by sending it by post to the member at his address shown in the Register of Members.
- (2) Where a document is properly addressed pre-paid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

WINDING UP OR CANCELLATION

32. (1) The Society may be wound up if it shall be deemed expedient by a special resolution proposed at an extraordinary general meeting of the Society called specially for that purpose by notice in accordance with these Rules and provided such resolution is carried by a majority of not less than three-quarters of the Full Members of the Society.
- (2) In the event of the winding up or the cancellation of the incorporation of the Society, the assets of the Society shall be disposed of in accordance with the provisions of the Act. Subject to those provisions, the assets shall be disposed of in such a way as the majority of the full Members of the Society may determine by resolution.

CUSTODY OF RECORDS

33. (1) Except as otherwise provided in these Rules, the secretary shall keep in his custody or under his control all books, documents and securities of the Society.
- (2) All books, documents and securities of the Society shall be made available for inspection by any financial member of the Society upon such member giving the secretary three (3) days notice of his/her desire to inspect the same.

FUNDS

34. The funds of the Society shall be derived from entrance fees, annual subscription, levies, donations and such other sources as the Council determines.

CHANGES

35. That changes to the rules and regulations of the Australian Highland Cattle Society Inc (AHCS) which are made by the Council, be circulated to all members for a period of 30 days prior to implementation.
If within 30 days of being circulated to all members objections are received from at least ten (10) financial members of the A.H.C.S. the rule is referred to the next Special General Meeting of the A.H.C.S. for consideration and resolution

REGIONAL HIGHLAND BREEDER OR PROMOTIONAL GROUP RULES

- 36 The members of the Australian Highland Cattle Society Inc. within a State or region thereof, may with the approval of the Council of the Australian Highland Cattle Society Inc. form a Regional Highland Breeder or Promotional Group.
 - (a) The Council of the Australian Highland Cattle Society shall not unreasonably withhold approval to any application for the formation or recognition of a Regional Highland Breeder or Promotional Group; moreover
 - (b) A Regional Highland Breeder or Promotional Group shall be primarily responsible for the local promotion of the breed of Highland Cattle and the furtherance of the objectives of the Society in the region or state in which the Breeder and Promotional Group operates.
 - (c) A Regional Highland Breeder or Promotional Group will primarily comprise, but not be restricted to members of the Australian Highland Cattle Society Inc., A Council representative shall liaise between the Regional Highland Breeder or Promotional Group and the Council of the Australian Highland Cattle Society Inc.

Australian Highland Cattle Society **Statement of Purposes**

- (1) A Regional Highland Breeder or Promotional Group may be permitted to invite any other interested parties & associates in the view to the gaining or creating a greater public interest and exposure of the breed whilst having regard and respect to the objectives of the Australian Highland Cattle Society Inc.
- (d) A Regional Highland Breeder or Promotional Group may raise such funds as required to fund the activities of the Group, provided that those arrangements do not conflict with existing or potential sponsorships and/or fund raising activities of the Australian Highland Cattle Society Inc. The nominated Council Representative will be responsible for liaison with Council on such matters.
- (1) Notwithstanding the aforementioned, a Regional Breeder and Promotional Group will be able to make application to the AHCS for assistance in the running of Field Days and other promotional activities. An application for funding will be subject to a submission to Council by the approved Council Representative for inclusion in the annual budget.
- (e) A Regional Highland Breeder or Promotional Group shall at all times conduct its affairs in accordance with the statutory obligations that it has to the Australian Highland Cattle Society Inc through its rules as well as the Victorian Act under which the Society is Incorporated.
- (f) A Regional Highland Breeder or Promotional Group will be entitled to use the logo of the Australian Highland Cattle Society Inc in its advertising and publications on the provision that its use is in accordance with the intent of the Society.
- (g) The Australian Highland Cattle Society Inc will not be liable for any debts, monies or contractual arrangements entered into by a Regional Highland Breeder or Promotional Group.
- (h) The Council Representative of each of the Regional Highland Breeder or Promotional Groups shall be subject to review in accordance with the rules of election of the Council of the Australian Highland Cattle Society Inc, a new representative may be appointed if deemed necessary.

Australian *Registration Rules* Highland Cattle Society

REGISTRATION RULES AS AT 08/12/2007

1. (1) Applications for the Registration of Highland Cattle shall only be accepted from:-
 - (a) Financial Full Members of the Australian Highland Cattle Society Incorporated;
 - (b) Junior Members of the Australian Highland Cattle Society Incorporated to a maximum number of five (5) registrations per Junior Member.

Each application shall be made on the understanding that:-

- (i) The entrant agrees to inspection, if deemed necessary by the Council;
 - (ii) The entrant agrees to pay the cost of such inspection; and
 - (iii) The entrant agrees to accept the decision of the Council after receiving its Inspector's report.
- (2) An Associate Member of the Australian Highland Cattle Society Incorporated shall not be entitled to apply for registration of Highland Cattle with the Society.

2. Each application for Registration must be made on an official form supplied by the Society and lodged, together with the prescribed fees, with the Secretary. When the entries are in order the Secretary will record the registrations and allot the Herd Book numbers.

If the Secretary should question the eligibility of any animal submitted for registration, the matter shall be referred to the Council. The onus shall rest on the entrant in all cases of satisfying the Council of the eligibility of animals submitted for registration, and as to the correctness of pedigrees and any additional information required. The Council shall have discretionary power to accept or reject any application for registration.

3. Every member shall be required to register a separate Fold Prefix for use exclusively in connection with the name of animals bred by that fold for a fee set by Council.

4. (1) Every member shall be required to register a separate tattoo brand.
- (2) All animals born prior to 1 January 2004 must be marked with the tattoo brand, together with appropriate figure for degree of purity. Viz.
C for at least 1/2 pure
B for at least 3/4 pure
A for at least 7/8 pure

and the appropriate year letter, and a separate identification number, within 60 days of birth and before being entered in the Herd Book; such numbers to be applied in order of Date of Birth commencing at one (1) on the 1st January in each year. Tattoo brands shall be composed of letters

only, no figures. Symbols or conjoined letters will be accepted. The year letter will be determined by Council.

- (3) From 1 January 2004, all calves born in Victoria and South Australia are required to be identified by way of an NLIS tag appropriate to the property on which they are born. Calves must be so tagged within 90 days of birth and before application is made for their registration and entry in the Herd Book. If sold within 90 days of birth, they must be tagged prior to dispatch from the property of birth.
- (4) From 1 January 2004, all calves born in states other than Victoria and South Australia must either be marked with a tattoo brand (as described in clause 4(2)) or be tagged with an approved NLIS tag appropriate to the property on which they are born (as per Clause 4(3)).

Where a calf is identified by way of NLIS tag, the breeder may elect to tattoo brand the calf also. If the breeder chooses to do so, the tattoo brand that is applied must conform with the requirements of Clause 4(2), must be applied in the opposite ear to that in which the NLIS tag is required to be applied, and must be advised at the time that application is made for registration of the calf and entry into the Herd Book. The calf's tattoo and NLIS number will in such instances both appear on the animal's registration certificate and in the Herd Book.

- (5) From 1 January 2004, where an NLIS tag is applied to any animal already entered in the Herd Book, the NLIS number must be advised to the Secretary of the AHCS within 30 days of application of the tag. This applies to the application of post-breeder tags, or where an animal loses its original tag and must be retagged.
- (6) From 1 January 2009, for breed data collection and parentage verification purposes, all applications for registration of bulls must be accompanied by the appropriate DNA test results. The required type and level of testing may vary from time to time as deemed appropriate for breed data collection and animal parentage verification purposes.

5. The Herd Book which may be in book or computer form shall be known as the "Australian Highland Cattle Herd Book" and when referred to in pedigrees shall be denoted by the letters "AHCHB".

6. Classes of Registration

- (1) Definitions

For the purpose of these Registration Rules:

"The AHCHB" means the Australian Highland Cattle Herd Book.

"an Approved Herd Book" means, either the Herd Book of any one of these societies:

Australian *Registration Rules* Highland Cattle Society

- (a) The Highland Cattle Society (U.K.)
- (b) The Canadian Highland Cattle Society
- (c) American Highland Cattle Association
- (d) New Zealand Highland Cattle Society or
- (e) Any other Herd Book approved by Council.

(2) One Class per animal.

Animals may only be registered in the AHCHB in one class.

(3) Registration Requirements

Animals may only be registered in the AHCHB in a class if they comply with the conditions of the class and if they are tattooed or identified by NLIS tag in accordance with these Registration Rules.

(4) Classes

The classes under the AHCHB and the conditions applicable to those classes are:

Pure Bred Class – identification in the AHCHB: Herd Book Number only.

Bulls and Cows, whose sires are registered in Pure-Bred Class in the AHCHB or an Approved Herd Book and whose dams are registered in Pure-Bred Class in the AHCHB or an Approved Herd Book, including animals imported into Australia which are so registered, and the direct progeny of animals so registered.

Cows whose sires are registered in Pure-Bred Class in the AHCHB or an Approved Herd Book and whose dams are registered in Class A in the AHCHB.

Bulls whose sires are registered in Pure-Bred class in the AHCHB or an Approved Herd Book and whose dams are registered in Class A in the AHCHB and born before 1 January, 1996.

Class A

(7/8 pure) – identification in the AHCHB: Herd Book Number and the letter A.

Cows only – either cows whose sires are registered in Pure-Bred Class in the AHCHB or an Approved Herd Book and whose dams are registered in Class B in the AHCHB.

or

Cows whose ancestry is obviously Highland and who have been granted Class A status by an Inspector of the Society prior to 1st January 1999.

Class B

(3/4 pure) – identification in the AHCHB: Herd Book Number and the letter B.

Cows only – either cows whose sires are registered in Pure-Bred Class in the AHCHB or

an Approved Herd Book and whose dams are registered in Class C in the AHCHB.

or

Cows whose ancestry is obviously Highland and have been granted Class B status by an Inspector of the Society prior to 1st January 1999.

Class C

(1/2 pure) – identification in the AHCHB: Herd Book Number and the letter C.

Cows only – cows whose sires are registered in Pure-Bred Class in the AHCHB or an Approved Herd Book and whose dams are either less than 1/2 pure or of any other breed of cattle, as specified.

7. Each animal must be named by its breeder, and such name must not exceed three words or 16 characters in addition to the breeders Fold prefix, which must be used. (Fold prefix also a maximum 16 characters.) No name that has already appeared in the Herd Book may be duplicated, and, if this Rule is not observed, the Council has the right of renaming the animals if the applicant refuses to do so.
8. The name and address of the breeder of each animal must be given. The breeder of an animal is the owner of its dam at the time of calving.
9. Date of Birth, sire and dam and name of present owner must be given together with particulars of tattoo marks and/or NLIS tag number. At the time of registration the colour of the animal should be recorded as one of:- white, dun, yellow, red, brindle, black, parti.
10. All members who use Artificial Insemination must maintain an appropriate record keeping system i.e., possess an Insemination Certificate Book which is in duplicate. The original to be retained by the centre, veterinarian or "B" Class technician or equivalent who performed the insemination, the duplicate being retained in the Book and kept in a safe place by the member.
The particulars to be recorded on this certificate are:-
Member's name, Date of Insemination, name or registered number of person performing insemination, centre (if applicable), cow name and identification, bull's name and identification.
11. Should any doubt arise about the parentage of any animal the Society may demand that the Sire, Dam and Calf be blood or DNA typed in order to qualify the Sire and Dam as possible parents, at the member's cost.
12. The fee for the entry of stock in the Herd Book and all fees relating to registration, transfer and export shall be set annually by Council.
13. (1) All live calves must be entered for the Herd Book within 12 months of birth by the breeder. Any exception to this Rule will be considered by the Council. Their decision and any late fees they demand will be final.

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- (2) Registration of cattle three years of age and older requires parentage verification (via blood type or DNA) and is at the discretion of Council.

It shall be the duty of all members to keep proper records of their breeding activities, such records to be open for inspection at any time by any person appointed by the Council.

14. It shall be compulsory for the vendor to officially transfer all registered stock sold.
15. A Bull having a defect known as "Crop Ear" shall **not** be eligible for registration. No degree of Crop Ear whatsoever is acceptable.

TRANSFER RULES

1. All transfers of registered stud Highland Cattle must be recorded with the Australian Highland Cattle Society Inc.
2. It is compulsory for the vendor to officially transfer all registered stock sold as stud animals.
3. Applications for the transfer of registered Highland Cattle shall only be accepted from the vendor, who must be the current owner of the animal as recorded with the Society.
4. Subject to the above, applications for transfer may be accepted from non-members as well as from members.
5. Each application for transfer must be made on an official form supplied by the Society and lodged, together with the prescribed fees, with the Secretary. The name and address of the vendor and of the new owner of the animal subject to the transfer must be given.
6. The fees relating to transfer shall be set by Council. The fee applying to transfers notified outside three months of the date of sale shall incur an additional penalty fee. The fee applying to transfer applications from vendors who are not current financial full members or junior members may incur an additional penalty fee.

EMBRYO TRANSFER RULES

1. Dam and Sire to be blood or DNA typed before the embryo transfer process is initiated.
2. Parentage of the calf to be verified by blood or DNA typing of the calf within 90 days of birth.
3. If the owner of the calf at the time of birth is not the owner of the donor dam, at registration evidence of the transfer of ownership of the embryo must be provided to the Society.
4. Only one embryo may be transferred to a recipient female.
5. An embryo transfer calf when registered shall carry the suffix "ET".
6. Responsibility for registration rests with the owner of the embryo at the birth date of the calf.

SEMEN RULES

1. As at 1st April, 2008 the Progeny from custom collected semen are eligible for registration only upon the Society having received official notification of the sale, transfer or gifting of the custom collected semen via the Society supplied form.