



Members

Article 1

The Internal Rules of the Association of Veterinary Consultants (AVC) are intended to implement the Constitution of the AVC and shall be consistent with the provisions of that Constitution.

Article 2

The membership of the AVC consists of members, emeritus members and honorary members.

Article 3

Members are veterinarians who are active as independent veterinary consultants.

Article 4

Emeritus members are members who are no longer active as veterinary consultants but still want to maintain contact with the AVC or who have reached the age of 65 years.

Article 5

Honorary members are those members or persons who are considered as having exceptional merit for the AVC. A proposal for honorary membership can be made by the Board or by at least 30% of the membership. The proposal shall be accepted by at least 2/3 of the valid votes at the Annual General Meeting. Honorary members shall have no vote.

Article 6

To obtain membership it is required to apply in writing to the honorary secretary, by providing full information on professional qualifications, fields of



activity and by signing the code of conduct.

Article 7

The membership will be terminated by:

- written notification to the secretary. In that case the membership will terminate at the end of the current association year, provided the notification is received by the secretary before March 1.
- death.
- removal from the membership list in accordance with article 8.

Article 8

Removal from the membership list will take place:

- automatically when the membership fee has not been paid for two successive years within the period stated by the treasurer on his or her invoice
- automatically if the member stops being an independent veterinarian or ceases to meet the qualifications for membership.
- on the proposal of the Board in the case of professional and ethical misconduct in accordance with the provisions of the Constitution.

Board

Article 9

The Board consists of an Honorary President, Honorary Vice-President, Honorary General Secretary and a Honorary Treasurer. The Board is elected in accordance with article 10, and will hold office for two years and may be re-elected immediately afterwards.





Article 10

The Honorary President is elected directly by the membership, while the other Board members will decide how to fill the other positions. The position of Honorary Secretary and Honorary Treasurer may be held by one and the same person.

Article 11

Candidates for the Board are proposed by the Board or by at least three members of the AVC. The names of the candidates shall be mentioned on the agenda of the Annual General Meeting. Members may however propose candidates until the moment that the meeting is opened. Before the vote is taken, candidates shall indicate their willingness to stand, either in person or in writing.

Article 12

Unforeseen vacancies in the board shall be filled during the first coming meeting, by co-option from the AVC membership by the Board. The term of office of the newly elected member of the Board shall end at the same moment as which was envisaged for the replaced board member.

Article 13

The Board can take decisions only when three Board members are present. Decisions are taken by normal majority. If the vote is indecisive the Honorary President will take the decision.





Article 14

The Honorary President calls for a board meeting when he thinks this is necessary or at the request of at least two other members of the Board.

Article 15

The Honorary Vice-President replaces the Honorary President or the Honorary Treasurer when these are not present.

Article 16

The Honorary General Secretary informs the members of days before the date of the meeting. He takes care correspondence, the annual report and the archive. During each meeting he reads the minutes of the previous meeting, unless these minutes were made available to the members in writing at least 30 days before the meeting.

Article 17

The Honorary Treasurer takes care of the collection of the annual membership fees and provides the membership with an annual financial report.

Article 18

The expenses made by the Board will be paid for by the AVC.

Article 19

At the Annual General Meeting the following subjects shall be dealt with, where relevant,

- annual report by the Honorary General Secretary
- annual report by the Honorary Treasurer



- report of the financial auditors
- appointment of new auditors.
- election of board
- budget
- annual membership fee.

Article 20

The Honorary General Secretary shall inform the members of the date, place and agenda of any meeting of the membership at least 4 weeks before the date of the meeting.

Article 21

The Board may call extraordinary meetings and will be obliged to do so at the request of at least 10% of the membership. Such a meeting will be held at least within 3 months after receipt of the request.

Article 22

Voting on persons will always be done by secret ballot. On other matters the ballot will be open except when a request for a secret vote is made by at least 10% of the members that are present.

Article 23

Members are allowed to vote by proxy. No member shall hold more than 3 proxy votes, issued in writing and accepted by the Board. Members may vote in writing provided this vote is received by the Honorary General Secretary before the opening of the meeting.





Article 24

The Association year is from 1 July until 30th June.

Article 25

The entrance fee and annual membership fee is decided by the Annual General Meeting. Persons that become members after January 1 will pay half the annual fee for that current year.

Article 26

Members that reach the age of 65 years pay half the annual fee, beginning from the year after they have reached that age. Honorary members do not pay any fees.

Article 27

Each year the Honorary Treasurer sends an invoice for the annual fee to each member. In the case a member has not paid the fee 3 months after receipt of the invoice for the fee of the following year the membership will be terminated automatically. The member concerned shall be informed in writing by the Honorary Secretary. In case the member wants to retain his or her membership a new entrance fee will be charged.

Article 28

For expenses exceeding the available capital of the AVC, the Board must seek approval of the members for payment by members pro rata.

Article 29

The financial accounts of the AVC will be audited annually by two members appointed as auditors by the Annual General Meeting. On the recommenda-



Internal rules



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tion of the auditors the Annual General Meeting shall approve the accounts and the Honorary Treasurer will obtain his discharge for these accounts.

Termination of the association

Article 30

In case the Association is terminated the remaining assets will be donated to the International Red Cross. Any remaining debts will be borne pro rata by the members at the time of termination.

Amendments to the internal rules

Article 31

Amendments of the Internal Rules can be made when 2/3 of the votes are in favour of the amendment and when the proposal was mentioned on the agenda of the meeting concerned. The amendments take immediate effect.

Final provision

In cases not mentioned or covered by the Internal Rules the Board decides, informing the members of its decision at the next meeting. These decisions may not be in conflict with the Statutes or other decisions taken by the members of the Association.

*Agreed by the Annual General Meeting of the AVC
in Cambridge on October 10, 1998*

