

# **CENTAURUS ICE SKATING CLUB INC**

## **CONSTITUTION**

### **CONSTITUTION OF THE CENTAURUS ICE SKATING CLUB INC**

(Incorporated under the Incorporated Societies Act 1908)

Note on Definitions: In this document any gender shall include both genders.

#### **1. NAME**

The name of the society shall be "Centaurus Ice Skating Club Incorporated" (hereinafter called "the Club")

#### **2. REGISTERED OFFICE**

The registered office of the Club shall be situated at such address as may be determined from time to time by the Club Committee (hereinafter called "the Committee")

#### **3. COMMON SEAL**

There shall be a Common Seal of the Club which shall be kept in the custody of the Club Secretary and, only pursuant to a resolution of the Committee, shall be fixed to any document or writing by the Club Secretary in the presence of either the President or Vice President of the Club.

#### **4. OBJECTIVES**

4.1 The objectives of the Club shall be the promotion, encouragement and advancement of ice skating.

4.2 To achieve this objective the Club shall:

- a) promote the study of the theory and practice of ice skating;
- b) promote the maintenance of high standards of conduct and performance in the sport of ice skating;
- c) carry on any other activities which will further the objective of the Club.

#### **5. ACTIVITIES**

The activities of the Club may include:

- a) promotion and conduct of competitions;
- b) sponsoring and maintaining, either alone or in association with other bodies, courses, conferences, seminars or study groups;
- c) publishing magazines or other publications or papers in order to disseminate information concerning ice skating among its members and the public;
- d) liaison with kindred bodies within New Zealand and overseas, and co-operation with such bodies in activities where it is in the interests of ice skating;

e) making awards, recognising outstanding service to the Club.

## 6. MEMBERSHIP

6.1 Membership of the Club shall be open to all persons who are interested in its objective.

6.2 Membership shall be provisional until ratified by the Committee.

6.3 The Committee may terminate the membership of any member whose current subscription remains unpaid after the thirty first day of March in any year.

6.4 Members who have attained the age of sixteen (16) years shall be classified as Senior Members.

6.5 Any member wishing to terminate his membership shall forward a letter of resignation to the Club Secretary.

6.6 Any person acting in a manner considered detrimental to the interests of the Club may be expelled from the Club by a unanimous decision of the Committee which shall give the member concerned at least ten (10) days written notice of the charges and shall permit the member to be heard in defence either in person or by a representative.

## 7. MANAGEMENT

### 7.1 Club Committee

The control and management of the affairs of the Club shall be vested in a committee which shall consist of 6 Club Officers

a President

a Vice President

a Secretary

an Assistant Secretary

a Treasurer

a Club Captain

plus not more than four other members

Each Committee member shall be elected at the AGM of the Club and shall remain in office until the next AGM

### 7.2 Elections

a) nominees for the Committee must be current financial members of the Club

b) if nominations for any position or positions on the Committee are greater than the number required to fill the position or positions then selection shall be by way of a secret ballot.

### 7.3 Vacancies

The office of a Committee member shall become vacant:

- a) if the member fails to attend three (3) consecutive committee meetings without tendering a prior apology;
- b) if the member resigns or dies or becomes disqualified from membership of the Club;
- c) if the Club in General Meeting shall pass a resolution declaring the member's seat vacant or appointing some other person to that seat.

Any casual vacancy occurring on the Committee may be filled by the Committee and pending the filling of such casual vacancy the remaining members of the Committee shall have full power and authority to carry on the business of the Committee.

## 8. PROCEEDINGS OF THE COMMITTEE

### 8.1 Notice of Meeting

On the direction of the president or any six (6) members of the Committee, the Secretary shall summon a meeting of the committee at any time provided that at least seven (7) clear days notice in writing shall be given of all meetings of the Committee.

### 8.2 Conduct of Meetings

- a) Six (6) members present shall constitute a quorum at all meetings of the Committee.
- b) All meetings of the Committee shall be chaired by the President, the Vice President or a Committee member.
- c) At any meeting motions shall be decided by a simple majority of votes and in the event of an equality of votes the chairman for the time being shall have a second or casting vote.

### 8.3 Sub-Committees

The Committee may from time to time delegate to a sub-committee of its members or of Club members, any of its powers and authorities and may make such rules, regulations and bylaws as it may deem desirable for the conduct or the business of such sub-committee. Such delegation may be revoked by the committee at any time. The President and Secretary shall be "ex officio" members of any sub-committee so appointed.

## 9. POWERS, AUTHORITIES AND DUTIES OF COMMITTEE

- 9.1 The Committee may make such rules (not inconsistent with this Constitution) for the conduct of its business and the general management and control of the affairs of the Club, for the custody and protection of the assets of the Club and for the disciplining of members: provided that any such rule may be rescinded by a simple majority resolution of a General Meeting of the Club.

- 9.2 The Committee shall cause proper records to be kept of its proceedings and the proceedings of the Club including a register of members.
- 9.3 Without prejudice to the general powers hereby conferred, it is hereby expressly declared that the Committee shall have the power to do all or any of the following:
- a) institute, conduct, defend, compromise, refer to arbitration and abandon any legal or other proceedings by and against the Club and the Committee and officers of the Club and otherwise relating to the affairs of the Club;
  - b) appoint or employ any solicitor or solicitors in relation to the affairs of the Club;
  - c) enter into all such negotiations, contracts and agreements and rescind, vary and execute all such acts, deeds, matters, and things in the name and on behalf of the Club as it may consider expedient for or in relation to any of the matters aforesaid or otherwise for the purpose of the club;
  - d) with authority given at a General meeting of the Club, purchase, lease or otherwise acquire any land or property that may be necessary or convenient for the purposes of the Club and hold, manage, demise, let, sell, improve and deal therewith;
  - e) purchase, lease or otherwise acquire equipment that may be necessary or convenient for the purposes of the Club and hold, manage, sell, improve and deal therewith;
  - f) with authority given at a General Meeting of the Club, borrow any money for the object of the Club in any form which the Committee may think proper.

## 10. **GENERAL AND SPECIAL MEETINGS**

### 10.1 **Notice of Meeting**

- a) Notice of all general meetings of the clubs shall be given to each member at least fourteen (14) days before the date fixed for the meeting, by posted letter or postcard, and such notice shall be deemed to be duly given if such notice is posted to the last known postal address of business or residence of each member or member family
- b) The accidental omission to give to any member, or non-receipt by any member of, any such notice shall not invalidate any resolution passed at the meeting to which such a notice related.

### 10.2 **Annual General Meeting**

- a) The Annual General Meeting of the Club shall be held by no later than the 30<sup>th</sup> day of November on a date to be decided by the Committee.
- b) The business of the AGM shall be:
  - to elect a Patron for the ensuing year;
  - to receive and consider the annual statement or accounts and Auditor's report thereon;
  - to receive and consider the report of the President;
  - to elect officers and Committee members for the ensuing year;

- to appoint an Auditor;
- to set the subscription for the ensuing year;
- to transact and other business which lies within the object of the Club.

### 10.3 Special General Meetings

Special General Meetings of the Club may be convened by the President or at the request of not less than six (6) members of the Committee or at the request of not less than twelve (12) members of the Club.

The notice of any such meeting shall indicate the nature of the business to be considered.

### 10.4 Conduct of Meetings

- a) Twelve voting members present shall constitute a quorum at all special general meetings or AGMs.
- b) If within one half hour past the time appointed for the meeting a quorum is not present, the meeting, if convened by the requisition of members shall be dissolved. In any other case the meeting shall stand adjourned to the same day in the following week at the same time and place, and if at the adjourned meeting a quorum is no present it shall be adjourned sine die.
- c) The Chairman may, with the consent of the meeting, adjourn any meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- d) Only those members who have attained the age of sixteen (16) years on or before the date of a meeting shall be eligible to vote at that meeting.
- e) Voting: Every question submitted to the meeting shall, unless otherwise covered by this constitution be decided on a simple majority by show of hands or ballot as directed by the chairman provided however that if in respect of any question three or more members present and voting so demand, a ballot shall be held to decide that question.
- f) Votes may be exercised by proxies authorised in such form as the Committee may from time to time prescribe, but no person shall be permitted to act as a proxy who is not a Club member in such person's own right and further no person shall be entitled to act as proxy for more than one other member at any meeting.
- g) In the case of any equality of votes on any question the Chairman shall have an additional casting vote on that question.

## 11. FINANCE

- 11.1 The Committee shall cause to be kept accounts of the assets and liabilities and of income and expenditure of the Club and these books of account shall be held at such places as the Committee shall decide.

- 11.2 The financial year of the Club shall end on 30 September.
- 11.3 The annual accounts and financial statement of the Club shall be audited by the Auditor who shall be appointed at the AGM and who shall hold no other office in the Club.
- 11.4 The funds of the Club shall be devoted solely to the furtherance of the objective of the Club as set out in the Constitution and shall be under the sole control of the Committee.
- 11.5 The funds of the Club shall be lodged to the credit of the Club with such bank as the Committee may from time to time determine and all sums approved for payment by the Committee shall be drawn on that bank account.
- 11.6 The trustees of the Club bank account shall be the President, Secretary and Treasurer and the signature of any two shall be required on all cheques or other documents.
- 11.7 All funds not needed immediately for the purposes of the Club may be invested in the name of the Club in such manner as the Committee may determine.

## 12. **AWARDS**

### 12.1 **Life Membership**

On the unanimous recommendation of the Committee, any person may be elected a Life Member of the Club at any AGM in recognition of outstanding services rendered to the Club. Any resolution proposing an election to life membership shall require the assent of three fourths of the votes cast on the matter. A Life Member shall be entitled to all the privileges of Club membership without payment of annual subscriptions or any special payment for life membership.

### 12.2 **Honorary Membership**

The Committee may elect any person an honorary Club Member in recognition of services rendered to the Club. Each election to honorary membership shall be for a period of up to one year and will expire on and from the day after the AGM following election. An Honorary Member shall be entitled to all the privileges of Club membership without payment of an annual subscription.

## 13. **DISPOSITION OF PROPERTY IN WINDING UP**

In the event of the winding up of the Club the assets of the Club shall be disposed of as decided at a special general meeting called for that purpose.

## 14. **INDEMNITY**

No member of the Committee, the Patron or the Auditor shall be liable for any loss or expense happening to the Club unless such loss or expense arises from that person's wilful default.

## 15. **ALTERNATION OF CONSTITUTION**

This constitution or any part thereof may be altered, added to or rescinded by resolution passed at any AGM or any Special General Meeting of the Club by a two thirds majority of the members present or represented by proxy and voting at such meeting provided that notice of the intention to propose such a resolution shall have been contained in the notice calling such meeting and such resolution shall be approved by the Registrar of Incorporated Societies.