

CONSTITUTION

CITY OF SAILS ROCK 'N' ROLL REVIVAL CLUB INCORPORATED As Amended after Annual General Meeting held 25 March 2000

1 NAME

The Club shall be called the "CITY OF SAILS ROCK 'N' ROLL REVIVAL CLUB INCORPORATED".

2 OBJECTS

- a) To encourage the enjoyment of rock and roll music and dancing at all levels.
- b) To act in co-operation with any other associations, committees, societies or institutions for the promotion of rock and roll music and dancing.
- c) To promote a high standard of team work and comradeship in all phases of club activities.
- d) To arrange hops, promotions and other social activities for the benefit of the club members.
- e) To acquire real and personal property for the purpose of the club and to dispose of property no longer needed.

3 CLUB COLOURS

The colours of the club shall be Royal Blue and White

4 MEMBERSHIP

Membership shall be for a 12 month period from the date of joining the Club.

The members of the club shall consist of:

i) MEMBERSHIP MAY BE HELD IN THE FOLLOWING MANNER:

1. Individual (Senior 18 years and over)
2. Double - Specified Partner (Seniors)
3. Family - (Family consists of one or two Senior members and their offspring/s 17 years and under, i.e. Junior members).
4. Junior - Junior is deemed to be from five years to seventeen years of age

ii) LIFE MEMBERS

Any member/members who has/have given outstanding service to the club over a period of not less than eight cumulative years, may on the recommendation of the committee, be elected at an Annual General Meeting by two thirds majority of the members at that meeting.

iii) HONOURARY MEMBERS

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Individual persons who have given outstanding service may be elected at the Annual General Meeting on being nominated and seconded by a financial club member.

iv) MODE OF MEMBERSHIP

- a) Subject to the discretion of the committee, any person may become a member of the Club, by being proposed and seconded in writing by duly elected members of the club at either general or committee meetings.
- b) On the election of a member, the secretary shall at once give him/her notice thereof and shall at the same time furnish him/her with a copy of the constitution of the club. Every member shall be deemed to agree to be bound by the constitution and by-laws of the club.
- c) Junior Membership
Junior members shall be under the age of 18 years. Junior members shall have such benefits of membership as an adult and may attend all competition dances, but may not vote in club affairs.

5 **RESIGNATION FROM MEMBERSHIP**

- a) A member wishing to resign membership during the club financial year must do so in writing.
- b) A member so resigning, or otherwise ceasing to be a member of the club, shall thereupon forfeit all rights to, and claims upon, the club and its property and funds, but shall not be discharged or freed from any liabilities to the club, which may then have been accrued by that member. The committee, however, may remit the whole or any part of the subscription paid by the member so resigning or ceasing to be a member.

6 **EXPULSION OF MEMBERS**

The committee shall have the power to suspend or expel any member who shall wilfully break the by-laws and/or sections of the constitution of the club, or whose conduct in its opinion renders him/her unfit for membership of the club.

No member shall be suspended or expelled without first being summoned before a meeting of the committee, or which he/she shall receive at least three days notice to explain his/her conduct and unless a majority of two thirds of its members thereof shall vote for his/her suspension or expulsion. Any expelled member shall forfeit all rights or claims upon the property of the club but is still liable under Section 5b.

7 **SUBSCRIPTIONS**

The annual subscription shall be as follows:

- a) A sum to be decided on at a general meeting
- b) The financial year of the club shall be deemed to be from 1st March to the 28th of February.

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- c) Should any member, after receiving from the committee not less than 28 days notice in writing, fail to pay his/her subscriptions to the club then overdue, he/she shall, failing payment by that time, cease to be a member.

8 **PATRON**

The patron of the club shall be elected annually by the club members at the annual general meeting. It will be the duty of the patron to guide and help benefit the club.

9 **OFFICERS**

The City of Sails Committee shall consist of:

President
Vice President
Secretary
Treasurer
Five Committee Members
Total Committee shall be Nine

10 **DUTIES OF OFFICERS**

PRESIDENT

To preside over the club at all times, controlling all committee, general and special meetings. The president is the chairperson of all meetings but in his/her absence one of the vice president shall be delegated as chairman. In chairing a meeting it is the duty of the president to:

- a) See that a quorum is present before he/she declares the meeting open
- b) Be completely impartial
- c) Preserve order and conduct the meeting in a business like manner in accordance with the constitution
- d) Ensure that speakers keep to the point under discussion
- e) Prevent private chatter or heckling and call speakers to withdraw and apologise if they make offensive statements

SECRETARY

The secretary shall attend and keep correct minutes of all general, special and committee meetings. Keeping a record of members present at such meetings, issue notices of meetings when directed, conduct correspondence and keep copies of same, keep a register of names and addresses of members and year elected to the club, and shall do all acts and things required by any regulation or by the committee to be done by the secretary. The secretary shall control all books and records applicable to his/her position, and ensure that they are properly filed and cared for and that on his/her retirement from office are handed to his/her successor immediately.

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TREASURER

The treasurer shall attend and keep correct accounts and books showing the financial affairs of the club, and pay into such bank that the committee may from time to time direct, to the credit of the club, all monies he/she may receive and he/she shall submit a statement of all financial affairs of the club at the annual general meeting. All payments out of funds of the club shall be made by the order of the committee.

COMMITTEE MEMBERS

The committee members will be mediators between the members and the committee. All remits from the members shall be presented in person to the committee members. They are expected to encourage and help fellow members in every possible way. It is their duty at all social functions to ensure good conduct at all times. They have full control over fellow members at every club activity which the club attends, or any such activity under the club's name. They will attend wherever possible, group activities connected with the club. Also to supervise the issue of the clubs equipment and be responsible for all equipment under their care.

COMMITTEE

- a) There shall be an executive committee of the club consisting of no less than President, Secretary, Treasurer and Senior Vice President elected at the annual general meeting of the club.
- b) The committee shall meet once a month during the financial year or at any other time upon notice being given to the secretary, that such a meeting is necessary.
- c) No member, other than committee shall attend a committee meeting, without first applying to the President and obtaining permission to do so, or being invited by the committee.
- d) In the case of voting being equal in committee, the chairperson has the casting vote, ie: a second vote.
- e) Any member of the committee, absenting himself/herself from three consecutive meeting without furnishing a satisfactory explanation to the committee shall be deemed to have vacated his/her office.
- f) The committee shall have the power to co-opt two additional club members to the committee if and when necessary for the well being of the club.
- g) Within the financial year, the committee shall elect the vice-secretary and vice-treasurer.

11 MANAGEMENT

The management and control of the affairs of the club shall be vested in the committee, who may exercise all powers and perform all acts which may be exercised or done by the club at a general meeting or otherwise provided by these rules.

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- a) The committee shall have the power to nominate any member of the club as sub-committee for any specific purpose they may deem necessary.
- b) Without prejudice to the general powers of the committee it is hereby expressly directed that the committee shall be entrusted with, and must exercise and perform the following powers and duties:-
 - i) To prepare and present annually, a general report of the affairs of the club, together with a duly audited balance sheet and full accounts of its financial position as at the end of each year at the annual general meeting.
 - ii)
 - a) To award annually, cups, shields and trophies that are the property of the club.
 - b) Perpetual trophies shall be returned when called for.
 - iii) To have full control of the funds of the club, and make such arrangements as it deems advisable for the opening of current or deposit accounts with any bank and/or investments and shall from time to time authorize cheques, bills and promissory notes or other negotiable instruments to be signed made or endorsed on behalf of the club by such members.
 - iv) All acts done at any meetings of members of the committee, shall, notwithstanding that it may afterwards be discovered that there was some defect in the appointment of such committee, sub-committee or persons acting as aforesaid, or that they or he/she or any of them were disqualified, be as valid as if every such person had been duly appointed and been qualified to act.
 - v) The decision of the committee on the construction or interpretation of any rule or by-laws shall be conclusive and binding on the members of the club.
 - vi) Should the committee wish to borrow, they must obtain approval of two thirds of the financial members present at a special meeting.
 - vii) The official seal of the club shall be held by the secretary and may only affixed in the presence of the president and secretary and one other executive member.
 - viii) The registered office of the club will be the address of the present secretary.

12 MEETINGS

- a) The annual general meeting of the club shall be held each year not later than the 30th of July, at such time and place as shall be decided by the committee. Notice of this meeting shall be sent by the secretary by post to all financial members addressed to the last known place of abode or business supplied by them to the secretary at least 42 days prior to the date for meeting to be held.

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- i) Any amendment to the constitution must be in the form of a remit which must be in the hand of the secretary no later than 21 days before a special or annual general meeting. A copy of the remit together with the agenda of the meeting must be forwarded by post to all financial members at least 7 days prior to the date set for the meeting to be held.
 - ii) The business for the annual general meeting shall be to receive from the committee, a report and balance sheet duly audited for the preceding year, to elect officers and members of the committee, to transact such other business as shall have been specified in the agenda convening the meeting.
 - iii) At all meeting of the club or committee, the methods of voting shall be determined by the president except for the election of officers which shall be by ballot.
 - iv) All voting at annual general, special and committee meetings shall include proxy vote.
- b) A special meeting of the club may be called by direction of the committee at any time and shall be called by the secretary within one (1) calendar month after receipt of a requisition to that effect signed by not less than ten financial members of the club, specifying the object or objects of such a special meeting. Notice of such meeting specifying the time and place thereof, and matters to be discussed thereat, be sent by post to all members at least 7 days prior to the date set for the meeting. No business shall be transacted at any special meeting except that of which notice has been given as aforesaid.

13 CHAIRPERSON

The president shall take the chair at all general and/or special meetings of the club. If at any such meeting the president shall not be present, the members present shall choose one of the vice presidents as under section 10.

14 VOTING

At all meetings of the club, annual or special general, the Patron, vice president, life and financial senior members shall be entitled to one vote, and in the event of an equality of votes, the chairman of the meeting shall be entitled to a casting vote.

15 SUB-COMMITTEES

All sub-committees shall, subject to the supervision of the committee, conduct and manage such functions or activities, as and when directed to do so by the committee, and shall as soon as practicable thereafter, prepare a profit and loss account of each function or activity, for presentation to the committee and shall account to the treasurer for all proceeds therefrom.

16 EMERGENCY COMMITTEE

There will be an emergency committee consisting of president, treasurer, two vice-presidents and any decision made by this committee is to be answerable to the committee, at the following meeting.

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17 QUORUM

- a) The quorum of the executive committee will be three (3). Committee meetings shall consist of three (3) executive members and three (3) committee members and at all annual and special meetings 20 financial members being present.
- b) Unless 20 senior financial members are present within 30 minutes after the time appointed for the meeting the meeting shall be carried over to such date and time as the chairperson may direct, and unless the required 20 members are present by the time appointed for the adjourned meeting, those present shall constitute a quorum.

18 AUDITOR

At least once in every year, the books, accounts and vouchers of the club shall be examined by an auditor appointed for the purpose by the committee. The auditor shall be required to certify to the correctness of the balance sheet, or if she/he is unable to do so, to report to members accordingly. The auditor shall, at reasonable times, have access to all books, accounts and records of the club, and he/she may examine any officer of the club with reference thereto. The auditor shall be a member of the New Zealand Society of Accountants and must not be a member of the committee.

19 WINDING UP

Should the purposes for which the club was created cease to exist or the members determine that the club is to be wound-up, the net assets of the club shall not be paid to the member, but applied for charitable purposes within New Zealand.

20 AMENDMENTS TO THE RULES AND REGULATIONS

The rules and regulations of the club may be altered, added to, or rescinded in the following manner:-

- a) By the way of remit sent in writing to the secretary within 21 days of an annual general meeting or special meeting.
- b) The remit must be passed or rescinded by two thirds majority of the members present at that meeting.
- c) An application is to be made to incorporated societies and is subject to the provisions of the act before any rule may be changed.
- d) Provided no additions to or alteration of, to the alteration to rules clause, pecuniary profit clause or winding-up clause shall be approved without the consent of the Inland Revenue Department.

21 BY-LAWS

- 1 Before financial members can invite non-members to a function they must first obtain permission from the function organiser.

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- i) After receiving permission they must ensure that non-members be signed in with them.
 - ii) The maximum number of non-members per member will normally be two (2) but could be varied at the discretion of the function organiser.
- 2 All financial members will be held fully responsible for the actions of their guest/s that they sign in.
 - 3 The committee reserves the right of admission to any function.
 - 4 There will be no smoking on the dance floor at any function.
 - 5 Any person suspected of being under the influence of drugs, will immediately be ejected from the function and forfeit their membership.
 - 6 Should any member or their guest/s cause damage to the club, or property for which the club is responsible for, the member will make full restitution for that damage and may be subjected to Clause 6 of the Constitution - Expulsion of Members.

22 INCOME, BENEFIT OR ADVANTAGE

No member or person associated with a member of the club shall derive any income, benefit or advantage from the club, where they can materially influence the payment of the income, benefit or advantage, except where that income, benefit or advantage is derived from:

- a) Professional services to the club rendered in the course of business charged at no greater rate than market rates; or
- b) Interest on money lent at no greater rate than correct market rates.