

THE INCORPORATED SOCIETIES ACT 1908

RULES OF

THE WAIPU BOAT AND FISHING CLUB INCORPORATED

NAME

1. The name of the Club shall be The Waipu Boat and Fishing Club Incorporated; hereinafter referred to as the Club; and shall be registered under the Incorporated Societies Act 1908.
2. The objects for which the Club is established are:
  - (a) For recreation of the members by the encouragement of yachting, cruising, swimming, fishing, encouragement of general water safety, and aquatics generally.
  - (b) For such other purposes connected with the aforesaid objects, and developments of the Club as members shall from time to time determine.
  - (c) To acquire or dispose of mortgage, lease, charge or otherwise deal with, any real or personal property for any of the aforesaid purposes or objects.

REGISTERED OFFICE

3. The Registered Office of the Club shall be the Club House, 100 Nova Scotia Drive, Waipu or at such other place that the Club from time to time may determine.

MEMBERSHIP

4. The Club shall consist of members who have agreed to form this Club and have subscribed their names to these rules and shall consist of such persons who shall hereafter be admitted in accordance with these rules of the Club for the time being in force.
5. The membership roll of the Club shall consist of:  
Life Members, Honorary Members, Ordinary Members and Junior Members.

An Honorary Member is a person who on account of valuable services rendered to the Club is elected as such by the Club (by two-thirds majority vote in general meeting) and such Honorary Member shall be entitled to all privileges of the Club (except that he/she shall not be eligible to vote at meetings or to hold office) free of further costs until the next general meeting when he/she shall be eligible for re-election as an Honorary Member.

A Life Member is a person elected as such by the Club (by two-thirds majority vote in general meeting) and such Life Member shall be entitled to all privileges of the Club without further costs. A Life Member which is a company, club or partnership shall appoint one adult representative to be entitled to all privileges of the Club.

An Ordinary Member is a person elected as such by the Committee as an active member of the Club.

Categories of Ordinary Membership include Senior, Associate and Family.

- (a) A Senior Member on payment of the appropriate subscription is entitled to all privileges of the Club including a single vote at meetings and be eligible to hold office.
- (b) An Associate Member is the partner of a Senior Member and on payment of the appropriate subscription is entitled to all privileges of the Club including a single vote at meetings and be eligible to hold office.
- (c) A Family Membership is for two adults and their dependents under the age of 16 years and on payment of the appropriate subscription entitles one adult to all the privileges of the Club including a single vote at meetings and the eligibility to hold office.

A Junior Member is a person who is elected as such by the Club and who is under the age of 16 years. Upon attaining the age of 16 years, a Junior member shall automatically become a Senior Member.

- 6. A person intending to become an Ordinary Member or Junior Member of the Club may upon application and upon approval by a majority of the committee at a meeting thereof, be elected a Member. A person so elected upon payment of subscription appropriate to his or her membership shall have his or her name entered in the Register of Members.
- 7. Should any member wilfully or negligently ignore the rules or bylaws of the Club or otherwise act to the detriment of the interests thereof, such member may be expelled from the Club at a Special General Meeting called for that purpose and by resolution carried by at least two-thirds majority of those present at such meeting. Such person when expelled shall cease to be a member and shall have no claim on the property or funds of the Club but shall not thereby be released from any antecedent liability of the Club.
- 8. A Member may resign from the Club by handing his or her resignation in writing to the Secretary, provided that such resignation shall not release such member from payment of the current year's subscription or from any other pecuniary obligation he or she may be under to the Club.  
The General Committee shall from time to time revise the roll of Members by removing therefrom the names of Members who are in arrears with their subscriptions.
- 9. Any Member whose current year's subscription shall be unpaid for a space of one month after the due date shall lose all privileges of membership until such subscriptions shall have been paid.

#### OFFICERS

- 10. The Officers of the Club may consist of a:  
Patron, Vice Patron, Commodore, Vice Commodore, Rear Commodore, Secretary and Treasurer and these Officers (other than the Patron and Vice Patron) together with four other persons shall constitute the General Committee.  
Any two offices may be held by one person.  
An extraordinary vacancy in the Committee may be filled by the remaining Members of the Committee by appointing another Member in place of the Member retiring or vacating office, and such substitute shall hold office until the next Annual General Meeting of the Club. Should any Member of the Committee fail to attend three consecutive meetings without furnishing a reasonable cause or excuse for his or her absence, he or she shall ipso

facto cease to be a Member of the Committee and the vacancy so caused shall be deemed to be an extraordinary vacancy.

#### COMMITTEE

11. The General Committee shall control and administer the affairs of the Club and shall have power to make by-laws for the general conduct of matters of details of the management of the affairs of the Club and such by-laws shall remain in force until revoked.  
All Committee meetings shall be held as the Committee shall deem necessary, but not less than once each quarter.  
A quorum shall consist of Five Members. The Committee shall determine its own procedure for its meetings.
12. The Secretary shall be charged with the duties usually entrusted to a Secretary, including the conduct of all correspondence, the giving of notice of meetings, the keeping of all records of the Club (other than books of Account) and the delivering to the Registrar of Incorporated Societies of the Annual Financial Statement and any other returns required by him.

#### TREASURER

13. The Treasurer of the Club shall be charged with the duties usually entrusted to a Treasurer, including the receipt and disbursement of all monies and keeping of proper books of account and preparation of Balance Sheets.

#### FINANCIAL REVIEW

14. The Committee shall appoint a person not being a Member of the General Committee to perform a review of the finances of the Club and certify to the Statements of Account and Balance Sheet for the year.

#### REGISTER

15. A Register shall be kept by the Secretary in which shall be entered the names, addresses and contact details of all Members of the Club and shall show respective dates on which persons become, or shall cease to be, Members of the Club.

#### RULES

16. Any two or more members entitled to vote may submit to the Secretary in writing a proposed alteration to the Rules. The Rules of the Club may be altered, added to, or rescinded only by the vote of the majority of the Members present and voting at an Annual or Extraordinary Special Meeting wherefore at least seven days written notice shall have been sent to each Member by the Secretary stating shortly the nature of the proposed alteration, addition or rescission. Fourteen days prior to such meeting particulars of any proposal for such alteration, addition or rescission shall be given to the Secretary and such alteration, addition or rescission shall not be valid until same shall have been registered in accordance with the provision of the Incorporated Societies Act 1908.

#### MEETINGS

17. An Annual General Meeting of the Club shall be held in the month of June in each year (on a day to be fixed by the Committee) for the election of Officers and Members of the General Committee of the Club, to receive the report of the outgoing Committee and the Treasurer's Statement, to fix the subscriptions of the ensuing year, and for any other general business.

Seven days (not clear days) notice of such Meetings shall be given to the Members by notice published in the local media.

18. All other General Meetings of the Club shall be summoned by notice in writing by the Secretary, posting the same to the Members at their registered addresses no less than seven days (not clear days) before the date of such Meetings, but the accidental omission to notify any Member shall not invalidate the Meeting if this rule be substantially complied with.
19. A quorum at any General Meeting shall consist of ten members of the Club. No Member shall be allowed to vote at any Meeting unless all his or her subscriptions due have been paid. If at the end of thirty minutes after the appointed time for any General Meeting a quorum is not present such Meeting shall stand adjourned to the same day in the next week at the same time and place and if at such adjourned Meeting a quorum is not present those Members who are present shall form a Quorum and may transact the business for which the Meeting was called.
20. The notice calling any General Meeting of the Club shall specify therein the place and time at which such meeting is to be held.
21. The Secretary shall call a Special General Meeting of the Club immediately upon request being made to him/her by the resolution of the Committee or upon receipt of a requisition signed by not less than five members of the Club and stating the purposes for which such Special General Meeting is required. The notice summoning the Meeting shall specify the business to be transacted thereat and no business shall be dealt with other than that specified in the notice.
22. Voting at Meetings of the Club shall be by show of hands except in the case of the election of Officers or the expulsion of a Member when the voting may be by ballot. Voting shall be by ballot if required by the chairman or if demanded by four members present and entitled to vote. The Commodore or in his absence the Vice Commodore or in the absence of both Commodore and Vice Commodore, then the Rear Commodore or if all are absent a Member appointed by the Meeting shall chair all Meetings of the Club and shall have a deliberative and in case of equality of votes a casting vote.
23. At the Annual Meeting, a Statement of Accounts and a Balance Sheet for the then past year which shall have been duly reviewed and certified, shall be submitted by the Committee. The financial year shall end on the last day of May each year and the Annual Accounts and Balance Sheet shall be made up at that date accordingly.
24. The Club at its first General Meeting and at the Annual General Meeting each year shall fix:  
The Subscription payable by Ordinary Members and Junior Members, for the ensuing year. A surcharge may be added to each subscription which surcharge shall be deducted if such subscription is paid on or before the due date of payment.

#### SEAL

25. The Club shall have a Common Seal which shall be kept in the custody of the Secretary and shall be affixed to documents requiring authentication by the Club. The Common Seal shall

be affixed to a deed Document, writing or other instrument, only at the direction and pursuant to a resolution of the Committee and a minute of such resolution shall be made and entered by the Secretary, and the Secretary and Two Members of the Committee, or the Commodore and Two Members of the Committee shall attest the fixing of the Common Seal.

#### CONTROL OF ASSETS

26. The Committee shall have the right to control and invest the funds of the Club. Such funds may be invested in any manner authorised by the Law of New Zealand relating to the investment of Trust Funds and shall not be invested in any other manner save for the purchase of real or personal property for the general purposes of the Club.
27. All funds of the Club shall be paid into a Bank to the credit of the Club, and no payment shall be made except by order of the Committee. Signatories to the bank account shall include the Commodore, the Secretary, and the Treasurer.
28. A reserve fund shall be created and at every Annual General Meeting an amount shall if possible be allocated to the same. Such funds shall not be used for any purpose except such purpose that may be decided upon the vote of the majority of three-fourths of the Members of the Club voting in person at an Annual General Meeting.
29. The Bankers of the Club shall be such Bankers as the Committee from time to time may determine.
30. No land owned by the Club shall be sold or otherwise disposed of without the prior consent of the Club in a General Meeting and no such land shall be let or leased for more than 14 days without such consent.

#### BORROWING POWERS

31. The Club in addition to the other powers vested in it shall have power to borrow or raise money from time to time by debentures, bonds, mortgages or any other security pledged on all or any of the property, and or rights of the Club, or without any security and upon such terms as to priority, and otherwise as the Club shall think fit, but the powers of so borrowing or raising money shall not be exercised except pursuant to a resolution of the Club duly passed by two thirds majority of the Members present at a General Meeting called for that purpose.

#### INSURANCE

32. The Club shall take out a Public Liability Insurance Policy.

#### WINDING UP

33. The Club may be wound up in accordance with the provisions in that behalf contained in the Incorporated Societies Act 1908. In the event of the Club being wound up voluntarily all its assets shall as soon as practicable be sold and realised and the net proceeds of such realisation shall be applied:
  - (a) In payment of the costs and expenses of the winding up.

- (b) In payment of all debts, liabilities and engagements of the Club.
- (c) As to the balance thereof the same shall be paid to and expended by such sporting or local organisation of a public recreational nature as the Waipu Boat and Fishing Club Incorporated shall determine.