



Athletics Whangarei Incorporated Constitution

1. NAME: The name of the Club is Athletics Whangarei Incorporated.

2. OBJECTIVES: The objectives of the Club are:

(a) To encourage and promote athletics (running/walking/track and Field)

(b) To provide for its members, grounds, equipment and such facilities as deemed necessary for training, competition and social functions.

3. AFFILIATION:

The Club shall be affiliated to Athletics New Zealand.

4. UNIFORM:

The uniform of the Club shall be decided by members in General Meeting and shall be acceptable

To Athletics New Zealand

5. MEMBERSHIP:

1.(a) A person becomes a registered member on completing a membership form and on payment of the appropriate subscription.

1.(b) Lifemembers—life membership may be conferred upon any member for long and exceptional services to the Club. Nominations for life membership shall be approved by five financial members of the Club, and shall be in writing and shall be received by the Secretary not later than one calendar month prior to the Annual General Meeting. Such nominations shall be referred to the Executive Committee for approval.

Nominees shall be elected by a majority ballot of 4/5ths or more of the financial members entitled to vote, present at the AGM. Life members shall be exempt from payment of the annual subscription of the Club, but shall be bound by all other rules of the Club.

(c) Honorary membership shall be conferred upon the Patron for the duration of his/her office.

3 (d) Associate members—associate members are those persons registered with another club wishing to compete for one part of the year (eg, track and field season) with our Club. Such members may compete in Club championships but cannot take Club titles or Club Trophies. A membership form must be completed and the appropriate subscription paid. Associate members may not vote or hold office.

social members: are entitled to compete in club events only, may use facilities and attend club social events.

Friends of the club:

Volunteers may use club facilities and attend social functions but do not compete in events

A membership form must be completed and the appropriate subscription paid.

6. SUBSCRIPTIONS:

- 1.(a) The annual subscription payable by all members shall be decided by a majority of members present at the AGM, and shall fall due on the 1st day of April.

The annual subscriptions will be decided at a committee meeting after the Annual membership fee to athletics New Zealand has been decided. These fees will be placed on the website and notified to all club members via e mail and those not on e mail will be notified either in writing or by phone by the secretary

- 1.(b) The annual subscription shall be paid within 28 days of the due date. After this period of time those members whose subscriptions are in arrears are not entitled to participate in Club events until they renew their subscription. For new members the annual subscription shall be paid within 28 days of first attending a Club event. A membership form must be completed at the same time as the subscription is paid.

7. MANAGEMENT:

8. Control of the affairs of the Club shall be vested in the Executive Committee, elected at the AGM, which shall have the powers of the Club which are not expressly required to be done or exercised by the Club in General Meeting or as otherwise provided by these rules: Provided that no money shall be borrowed on the assets of the Club as security without the approval of the Club in General Meeting.

9. ACCOUNTS:

- 1.(a) The financial year of the Club shall be 1st April to 31st March.
- 1.(b) All money received by the Club shall be paid to its credit into a bank account approved by the Executive Committee. All accounts shall be paid by cheque internet banking and signed/approved by any two of the following: President, Treasurer, Secretary, or a member of the Executive Committee appointed for the purpose.
- 1.(c) No member of the Club shall be empowered to incur any accounts on the Club's behalf or in the Club's name without prior consent of the Executive Committee or the Club in General Meeting.
- 1.(d) The Treasurer shall prepare a statement of the financial affairs and position of the Club which he/she shall submit to an auditor who shall not be a member of the Executive Committee. Such audited statement will be submitted at the AGM.

10. SECRETARY:

The Secretary shall attend all General Meetings of the Club, and all Meetings of the Executive Committee, keep proper minutes of the same, conduct the correspondence of the Club, call meetings, as and when required.

11. MEETINGS:

The AGM of the Club shall be held in August/September, with notice of the date, time and venue plus business to be transacted published on the Club website in July and e mailed

out to all club members Those Club members who do not have access to the website to be notified by the Secretary.

(a) Business to be transacted at the AGM shall be the adoption of reports and balance sheet, notices of motion and remits, the election of officers, setting of subscriptions and honoraria, together with such general business as the meeting may decide.

(b) Nominations for officers of the Club shall be in writing, signed by two financial members entitled to vote, with the written consent of the nominee. Such nominations shall be presented to the Executive Committee in June prior to the AGM. If sufficient written nominations have not been received, nominations from the floor at the AGM may be accepted with the consent of the nominee.

(c) At the AGM of the Club the following officers shall be elected:

Patron, plus the Executive Committee consisting of President, Secretary, Treasurer, Chairpersons of Children's Committee, Harriers Committee and Senior Track and Field Committee, a representative of Masters, one of our Club Representatives on the Athletics Northland Committee plus the Club NAGST Representative.

(d) A Special General Meeting of the Club may be called at any time by

i The President and Secretary, or

ii The Executive Committee, or

iii The Secretary following receipt of a requisition signed by 10 members of the Club. This to be done within 14 days.

(e) Fourteen days notice of any Special General Meeting, stating the business to be done, must be posted on the Club website. Those members entitled to vote who do not have internet access shall be informed by the Secretary.

(f) At any General Meeting of the Club **TEN** members must be present before proceeding to business. Should there not be a quorum the members present may at the expiration of thirty minutes from the time appointed for assembly, adjourn the meeting for one week.

(g) At General Meetings of the Club, the President or in his/her absence a member selected from the members present, shall chair the meeting.

(h) Apart from honorary members, all members whose subscriptions are not in arrears, shall be entitled to vote at any General Meeting of the Club. No person shall have more than one vote except the President who shall have a deliberative vote as well as a casting vote.

(i) i voting at all General Meetings shall be by a show of hands, or a secret ballot shall be taken if any three members so desire.

(ii) at all General Meetings the majority of members present shall decide all questions except those specifically otherwise provided for.

(ii) at every meeting at which a ballot or vote in writing shall take place two scrutineers shall be chosen by a show of hands from among the members present and they shall conduct the ballot or vote in writing and shall certify to the Chairman the name(s) elected, or the results of the vote in writing.

(j) (i) At any assembly of the Executive Committee four shall form a quorum.

(ii) Voting at all Executive Committee meetings shall be done by voice or show of hands. Each member present shall have one vote, save the Chairman who shall have a deliberative vote as well as a casting vote.

(iii) The Executive Committee shall meet at regular intervals providing that not more than two months elapse between any two meetings. The chair is to be taken by the President, or in his/her absence by a member elected by those present.

Chairpersons of the sub committees (Senior and Junior track and Field, Harriers) will be decided at the AGM.

Matters arising from aspects of the various sections will be brought to the executive committee for discussion and then voted on and documented in the minutes.

11. MISCONDUCT:

Any member whose conduct, to the Executive committee, appears to endanger the character, good order or welfare of the Club, shall be required to explain his/her actions to a Sub-committee appointed by the Executive Committee for that purpose. The Sub-committee shall report to the Executive Committee which shall resolve:

(a) To take no further action; (b) To censure the said member; or (c) To expel the said member.

12. REMOVAL OF COMMITTEES:

The members of the Executive Committee shall be removable as carried by at least 3/4th majority of the members present at a Special General Meeting called for that purpose, and in the case of such removal the members can, at that same meeting, elect others to fill the vacancies so caused.

13. ALTERATION OF RULES:

These rules may be repealed or amended or substituted or added to at a Special General Meeting of the Club called for that purpose by the Executive Committee. Notice of proposed alterations, additions, amendments or substitutions together with the names of the proposer and seconder thereof should be submitted to the Secretary and published on the Club website 14 days before the date of the meeting. Those Club members without internet access to be notified personally by the Secretary. Any resolution altering the rules shall require the votes of 2/3rds of those present who are entitled to vote.

14. SAVING CLAUSE: Any matters not otherwise specially provided for in the rules and which may arise at a meeting of

the Club shall be decided by the Club, whose decisions shall be final, subject to any right of appeal as provided in the Rules of Athletics NZ.

15. INVESTMENT OF FUNDS:

The Executive Committee may from time to time invest and re-invest in such securities, and upon such terms as permitted by the Incorporated Societies Act 1908, the whole or any part of the funds which shall not be required for the immediate business.

17. WINDING UP:

1. The Club may at any time be wound up by resolution passed by the Executive Committee in accordance with the foregoing rules and confirmed at a subsequent General Meeting called together for that purpose and held not earlier than 30 days after the date on which the resolution so to be confirmed was passed. In the event of such resolution being passed and confirmed, or in the event of the dissolution of the Club by the Registrar, the funds and property of the Club shall be applied first in payment of all debts and liabilities of the Club, and the surplus, if any, shall be given to Athletics NZ and Athletics Northland, in equal parts.
2. Every member of the Club undertakes to contribute to the assets of the Club in the event of the same being wound up during the time that he/she is a member or within one year afterward for the payment of the debts or liabilities of the Club contracted before the time at which he/she ceases to be a member, and the costs and charges and expenses of winding up the same, and for the adjustment of the rights of the contributors among themselves, such amount as may be required, but not exceeding a full year's subscription as herein defined.

Dated: 18th September 2019