

**New Zealand  
Angling and Casting  
Association (Inc)**



**CONSTITUTION**

**CONSTITUTION**

**of**

**New Zealand Angling & Casting**  
**Association (Inc)**

**Dated FEBRUARY 1998**

Including Amendments  
of March 2001,  
July 2004, March 2006  
and April 2011  
*(shown herein in Italics)*  
Including deletions  
of March 2012  
Plus amendments  
made March 2013

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## **1. NAME**

The name of the Association shall be the “New Zealand Angling and Casting Association (Incorporated)”.

## **2. INTERPRETATION**

In this Constitution and any by-laws made hereunder, if not inconsistent with the context :

**"Association"** means the New Zealand Angling and Casting Association (Incorporated) as herein constituted.

**"Executive Committee"** means the Executive Committee as hereinafter constituted of the Association.

**"Club"** means any Club which has as its primary activity amateur recreational fishing, casting or angling.

**"Sub-Association"** means any combination of Fishing Clubs or Interested Organisations which may unite or may be united for the purposes of promoting the objectives of the Association.

**"Interested Organisations"** means any Organisation or Body of Persons which has either directly or indirectly as one or more of its objects the promotion of amateur fishing in all or any of its phases.

**"Group Member"** means any Club, Sub-Association or Interested Organisation duly becoming a Group Member of the Association with the provisions hereinafter.

**"Affiliated Member"** means any Club, Sub-Association or Interested Organisation duly affiliated with the Association with the provisions hereinafter.

**"Affiliates"** means members of Clubs, Sub-Associations or Interested Organisations which have become affiliated to the Association in accordance with the provisions hereinafter.

**"Associate Member"** means any Club, Sub-Association or Interested Organisation duly becoming an Associate Member of the Association in accordance with the provisions hereinafter.

**"Associates"** means Members of Clubs, Sub-Associations or Interested Organisations who have become Associate Members of the Association in accordance with the provisions hereinafter.

**"Registrar"** means the Registrar of Incorporated Societies under the Incorporated Societies Act of 1908.

**"Incorporated Society"** means a Society duly incorporated under the provisions of the Incorporated Societies

## **3. REGISTERED OFFICE**

The registered Office of the Association shall be at the office for the time being of the Secretary of the Association, or as otherwise determined by the Association from time to time.

## **4. OBJECTIVES**

The Objectives of the Association shall be :

- (a) To encourage, promote and develop the sports of angling and casting throughout New Zealand as applied to all forms of fresh and salt water fishing.
- (b) To organise, encourage and promote the formation of amateur Fishing Clubs and Associations and to develop the better acquaintance, good fellowship and closer comradeship among amateur Fisherpersons.
- (c) To assume the status and responsibility of Official and Parent Body.

#### 4.

- (d) To promote the conservation of the N.Z. Recreational Fishery and associated environment.
- (e) To encourage the observance of all laws governing the conservation and preservation of New Zealand's Recreational Fishery and to co-operate with the appropriate Authorities in the implementation of them, and to press for the amendment or elimination of any law that in the opinion of the Association is not in the best interests of the Objectives of the Association.
- (f) To monitor Government, Commercial and Non-commercial user Groups and act in accordance with these Objectives and the wishes of Membership.
- (g) To promote the sporting welfare of its Members by organising and administering such inter-club, national and international competitions as are decided upon from time to time.
- (h) To foster and promote the sport of fishing throughout New Zealand.
- (i) To foster, promote, encourage, recognise and reward, by the means of administering Record System(s), notable or meritorious catches.
- (j) To encourage the Tourist Industry in New Zealand with particular reference to angling within NZ waters.
- (k) To affiliate with the International Game Fish Association, International Casting Federation and/or any other relevant international association.
- (l) To affiliate with any New Zealand or National Association, Federation or Organisation which by such affiliation fosters the Objectives of the Association.
- (m) To send Delegates to any Club, Affiliated Body, Interested Organisation, national or international conferences.
- (n) To acquire by lease, purchase or otherwise any property real or personal for the purpose of fostering the interests of fishing and to enter into and carry out contracts and agreements for that purpose
- (o) To sell or otherwise dispose of any property real or personal belonging to the Association and to surrender any lease held by it.
- (p) To invest the funds of the Association as deemed by the Executive in any securities authorised by law.
- (q) To borrow or raise or secure the payment of money in such manner as the Association deems fit.
- (r) To advance such monies as the Association deems to Member Clubs, Sub-Associations or Interested Organisations.
- (s) To employ staff on such terms as to best benefit the Association.
- (t) To do all such things as are incidental or conducive to the attainment of the above objectives.

#### **5. MEMBERSHIP**

There shall be three categories of General Membership. These will be :

- 5.1 Group Members
- 5.2 Affiliated Members
- 5.3 Reserved

#### **5.1 GROUP MEMBERS**

- (a) Any Club, Sub-Association or Interested Organisation as hereinbefore defined which is an Incorporated Society shall be eligible for membership of the Association under the category of "Group Member"

- (b) That Annual Fees payable by Members of the Association joining under clause 5.1(a) be set by the Executive Committee and ratified by the Annual General Meeting of the Association each year, being based on a set fee payable for the total Club, Sub-Association or Interested Organisation regardless of the number of individual members within the said Club, Sub-Association or Interested Organisation. The Membership Year will be from the 1st.June to the 31st.May of the following year.
- (c) That Members joining under the provisions of clause 5.1(a) be entitled to two Delegates at Annual, Special or General Meetings of the Association, but only one of those Delegates be entitled to one vote; and that the other provisions as set out in Clause 15 hereinafter shall so apply.
- (d) That individual Members of Clubs, Sub-Associations or Interested Organisations which have become Members of the Association under the provisions of clause 5.1(a) will not be eligible for Association awards or competitions. However such individual members will be eligible to stand for Office and serve on the Executive Committee.
- (e) Clubs, Sub-Associations or Interested Organisations wishing to become Members of the Association under the provisions of clause 5.1(a) shall do so by application in writing to the Secretary of the Association who will present such application to any meeting of the Executive Committee or the Association and such application shall be approved by the majority of those present.
- (f) Clubs, Sub-Associations or Interested Organisations who are Members under the provisions of 5.1(a) shall cease to be Members of the Association if such Clubs, Sub-Associations or Interested Organisations are wound up, their activities cease to be compatible with the Objectives of the Association or if Membership Fees payable are not paid within three calendar months from the time on which they were so due.

## **5.2 AFFILIATED MEMBERS**

- (a) Any Club, Sub-Association or Interested Organisation which is not an Incorporated Society, or is an Incorporated Society but not a member of the Association as under the provisions of clause 5.1(a) as hereinbefore; or not a member of the Association under the provision of clause 5.3(a) hereinafter, will be eligible for membership under the category "Affiliated Member".
- (b) Clubs, Sub-Associations or Interested Organisations who seek membership under the provisions of clause 5.2(a) will become such members on the payment of Affiliation Fees and subject to the following special provisions :
- (i) Affiliation Fees will be payable based on the total financial membership of the said Club, Sub-Association or Interested Organisation and payable for each member of the said Club, Sub-Association or Interested Organisation.
  - (ii) There will be two classes of Affiliation Fees - these being Family and Individual.
  - (iii) A list of members shall be filed with the Association by such Clubs, Sub-Associations or Interested Organisations and such individual or family members shall be classed as registered Affiliates of the Association.
  - (iv) Affiliation Fees will be set by the Executive Committee and ratified by the Annual General Meeting of the Association each year who will also have discretionary authority to set within the Individual Fee class two sub-classes of Juniors and Pensioners if it so thinks fit to do so. The fees are to be less than those set for other categories of membership.
  - (v) The Affiliation year will run from the 1st.June each year to the 31st May of the following year.
  - (vi) That they will cease to be "Affiliated Members" of the Association if and when the Club, Sub-Association or Interested Organisation itself becomes an Incorporated Society and is elected to membership of the Association under the provisions of clause 5.1(a) and that they will cease to

be "Affiliated Members" of the Association if and when full and complete Affiliation Fees based on their total membership are not received by the 30th September of each year; or if their Club, Sub-Association or Interested Organisation is wound up or their activities cease to be compatible with the Objectives of the Association.

(c) Affiliated Members shall be entitled to attend Annual, Special or General Meetings of the Association. They will be entitled to two Delegates and will be eligible for votes according to the total membership of the said Club, Sub-Association or Interested Organisation on the basis of one vote for up to ten members, two votes for up to 50 members, three votes for up to 100 members and four votes for membership over 100 members; and that the other provisions as set out in clause 15 hereinafter shall so apply.

(d) All individual/family Members of Clubs, Sub-Associations or Interested Organisations who become Affiliated Members under the provisions of clauses 5.2(a) as hereinbefore shall be deemed to be Affiliates of the Association and shall be eligible for Association awards and competitions and to hold office and serve on the Executive Committee on the proviso that the provisions of clause 5.2(b) are fulfilled. Such "Affiliates" shall be entitled to representation at meetings of the Association only through the Club, Sub-Association or Interested Organisation of which they are members.

(e) The appropriate membership fees must be received at the Association Office on or before the date of the qualifying catch before an application for an Association award or trophy will be considered, and prior to competing in competitions.

(f) Affiliates who belong to more than one Club, Sub-Association or Interested Organisation are only required to pay one Affiliation Fee and credits will be provided, on request, for multiple membership.

(g) That such individual and family members (Affiliates) of said Clubs, Sub-Associations or Interested Organisations shall cease to be affiliates of the Association if and when their Club, Sub-Association or Interested Organisation shall cease to be affiliated Members with the Association.

(h) That all notices of communication required by this Constitution to be served upon or given to Members of the Association shall be deemed to have been so served upon or given to such individual/family members of Affiliated Member Clubs, Sub-Associations or Interested Organisations if served upon the Secretary or other representative of their Club, Sub-Association or Interested Organisation as this Constitution may require.

### **5.3 RESERVED**

*Original clause deleted as per decision of AGM dated 28th March 2012*

### **5.4 OTHER MEMBERSHIP**

The Executive Committee shall be empowered to grant other Associated Membership of the Association upon such terms and subject to such conditions as it may from time to time think fit, excepting that such Associate Membership will not apply to individuals excepting via some Club, Sub-Association or Interested Organisation structure.

### **5.5 SOCIAL MEMBERS**

*Social Members :*

(a) *Where Clubs have in their membership Members designated as "Social Members" and those Members are non-fishers the requirement to pay any "Joining Fee" and the issue of a Members Manual will not apply*

(b) *Normal Membership Fees for Affiliated or Associate Members will apply.*

(c) *The definition of "Social Members" will those who do not actually fish, either regularly, periodically or even occasionally. They will be those who are Club Members for some other non-fishing reason.*

## **5.6 ANTI-DOPING POLICY**

*The NZACA's Anti-Doping Policy shall be the Sports Anti-Doping Rules (The "Rules") in their entirety, made under the Sports Anti-Doping Act 2006, as amended from time to time.*

## **6. RESIGNATION**

- (a) Members of the Association will cease to be members if :
- (i) They so apply for such in writing.
  - (ii) They have failed to pay the Annual Membership Fee by due date.
  - (iii) By being struck off the Roll as hereinafter provided
- (b) The Executive Committee of the Association as herein constituted at any meeting may strike off the Roll any Member of the Association if :-
- (i) They cease to exist
  - (ii) They fail to meet the requirements of their membership category
  - (iii) That if, in the opinion of the Executive Committee, a Members activities ceases to be compatible with the Objectives of the Association.

## **7. ACTIVITIES**

As a means of carrying out the Objectives of the Association the Association shall involve itself in activities which will encourage the sport of recreational fishing and casting and help further the aims and ideals of the Association. These activities shall be so intertwined in that the common thread and factor will be such that although each activity may be different the general principles of each will be in common with one another and with the Objectives and Principles of the Association. The Executive Committee shall be empowered to set the required rules and parameters for all its Activities, based on fairness to all and to encourage such competition. These activities could/may include, although not limited to, the following :

(a) Association Fishing Records. The Association to administer a record system open to all its financial Affiliates and Associates that would recognise and reward meritorious catches as well

as the heaviest catch in all-tackle and/or selected line classes set up for that purpose for selected fish species. The rules and regulations for these records to be based on those set by the International Game Fishing Association. The Executive Committee being empowered to set up and administer such record systems as it sees practical and in keeping with the Objectives of the Association

(b) Association Trophies and Awards. The Association as it sees appropriate will give awards and trophies to Affiliates and/or Associates and/or Clubs, Sub-Associations or Interested Organisations who meet the criteria for such. The Executive Committee be empowered to approve the introduction and criteria for such awards and trophies, and if necessary under special circumstances re-allocate trophies or alter criteria for such awards.

7(c)(i) "National Championships. The Association, by its Executive Committee, shall organise and run a National Championship where and when it is felt practical, but no more regularly than annually and during the months of February, March or April, for fishing and/or casting competition based on the general principles and rules by which other Association Activities are carried out. These Championships shall be open to all Financial Members of the Association and to such invited participants as felt appropriate. The Annual General Meeting shall ratify where the National Championships are held.

7(c)(ii) The Association, if required, shall have the power to call upon some other committee, Host Club(s), sub-Association or other Interested Organisation, to help, organise and/or run a National Championship"

(d) Postal Casting Competition. The Association, as a means of encouraging the sport of casting, run, when it sees it practical and desirous so to do, a postal based Casting Competition whereby the results of local Club, Sub-Association or Interested Organisation casting competitions are compared with each other by a system to ascertain Champions



and overall Winners. The Executive Committee being empowered to set the required rules and parameters based on a fairness to all and to encourage such competition.

(e) Masters Award. The Association to administer an Award System called the Masters Award which is competed for by financial Affiliates and Associates which will recognise and reward the efforts of such Members over a range of different fishing situations and criteria, but broadly based on the rules and regulations that are applied to other fishing activities of the Association. The Executive Committee shall be empowered to set the required rules and parameters and administer such Award based on fairness to all and to encourage such competition.

(f) Publicity and related Activities. The Association, through the channels of the Executive Committee, to take advantage of opportunities that may present to publicly make known the Associations Activities and Objectives and to further the sport of recreational fishing and casting and promote the causes of conservation and amateur recreational fishing rights.

(g) Non-Association Record Activities. The Association as it sees appropriate support and encourage its Members to apply for World Records as administered by the International Game Fishing Association or similar bodies, and/or NZ Records in any NZ Fishing Record system as appropriate.

## **8. OFFICERS**

(a) The Officers of the Association shall consist of a PATRON, PRESIDENT, SENIOR and JUNIOR VICE PRESIDENT, SECRETARY, TREASURER and LIFE MEMBERS duly elected as hereinafter provided. The Offices of Secretary and Treasurer shall be filled by appointment by the Executive Committee, and the honoraria pertaining thereto shall be fixed by that Committee. The President and Vice Presidents shall be elected by Delegates at the Annual General Meeting.

*(b) The Office of President shall be held by one person for not more than three (3) consecutive years, and on retirement of the Sitting President, the Senior Vice President shall be an automatic nomination for President for the ensuing term and the Junior Vice President shall be an automatic nomination for Senior Vice President PROVIDED HOWEVER that it shall be competent for Group, Affiliated or any other Financial Member to nominate another person for these Offices*

*(c.i) That no one Club shall hold more than one NZACA Officer position (excluding Patron and Life Members).*

*(c.ii) That wherever possible and practical that nominations for the positions of Presidents and Vice Presidents (for those in addition to automatic nominations) be for Members who are currently on or who have served in the past as Executive Members.*

(d) The Annual General Meeting may elect any number of Honorary Vice Presidents, who shall be ex-officio members of the Executive Committee.

(e) The Retiring President shall also be an ex-officio member of the Executive Committee until such time the sitting President completes that term of office.

## **9. LIFE MEMBERS**

The Association shall have the power to elect Life Members at the Annual General Meeting. Nominations for Life Membership are to be forward, within twenty eight (28) clear days of notice of an Annual General Meeting, to the Executive Committee, care of the Secretary, together with supporting information, who will after due consideration make a recommendation on such nominations to the Annual General Meeting.

Nominations for Life Membership are to be made and seconded by financial Members of the Association and such nominations should carry the consent of the Nominee being so proposed. Each such Life Member upon election shall be an Officer of the Association and shall be entitled to attend all meetings of the Association including meetings of the Executive Committee and to exercise a vote at such meetings. Life Member shall not be required to pay fees.

A Life Member can lose that status upon the passing of an appropriate resolution at an

Annual, Special or General Meeting of the Association

## **10. EXECUTIVE COMMITTEE**

The Executive Committee of the Association shall comprise :

(a) The Officers of the Association of this Constitution as defined in Rule 8 together with eight (8) Ordinary Members. Nominations for the Executive Officers set out in Rule 8 and for the Executive Ordinary Members shall be in writing and shall be in the hands of the Association Secretary 28 days prior to the date of the Annual General Meeting; provided however that if there are insufficient valid nominations for the eight Ordinary Members of the Executive, the Meeting Chairperson may, at his/her discretion, accept nominations from the floor of the Annual General Meeting.

(b) The Ordinary Members shall be elected by the Annual General Meeting.

(c) The Annual General Meeting or the Executive Committee may appoint up to four additional members to the Executive Committee, these being known as "Club Representatives", but they will not hold voting rights on that Committee

(d) *That the maximum number of Members from any one Club be limited to two for the combined Executive positions of Officers (but excluding Patron and Life Members) and Ordinary Members; and furthermore that the maximum number allowable from any one Club be three Members for the total Executive (excluding Patron and Life Members)*

(e) Each Ordinary Member and Club Representative of the Executive shall be a financial member of a Club, Sub-Association or Interested Organisation which is either a Group Member, Affiliated Member or an Associate Member of the Association as hereinbefore defined.

(f) Reserved

*Original sub-clause deleted by decision of AGM dated 28th. March 2012*

(g) Any Office becoming vacant before the expiration of the Term of Office shall be filled by an election of the Executive Committee at their next meeting

(h) Should any Ordinary Member of the Executive Committee fail to attend two (2) consecutive meetings and fail to appoint a substitute to act in their stead, without reasonable excuse, the Executive Committee shall have the right to declare their position on the Executive Committee to be vacant and may proceed to fill the vacancy in terms of Rule 10(f).

(j) Substitutes must be financial members of the Association and they will not hold the voting rights on the Executive Committee of the Member for whom they are substituting for. Such Substitutes can only attend up to two consecutive meetings on behalf of any one Ordinary Member.

(j) The refund of fair and reasonable expenses for Officers and Executive Committee Members of the Association attending Executive Committee Meetings may be paid to such Members. Similarly reimbursement can be made to Officers and Members of the Association for expenses incurred in attending meetings and conferences where such Members are official Delegates and are representing the Association. The rate of such to be a set annually by the Executive Committee.

## **11. EXECUTIVE COMMITTEE MEETINGS**

(a) At all Executive Committee Meetings five (5) voting Members or their substitutes shall form a Quorum which number shall include the Secretary or an approved substitute Secretary and at least one of the following Officers : President, Senior Vice President, Junior Vice President of the Association.

(b) There shall be a minimum of four (4) Executive Committee Meetings held in any one year on dates to be set by the Executive Committee.

## **12. DUTIES OF OFFICERS**

(a) In the absence of the President the Chair shall be provided by the Senior Vice

President or in their absence also the Junior Vice President.

(b) The Secretary shall keep the usual Minutes, attend to the necessary correspondence, keep all records and attend to the usual secretarial business.

(c) The Treasurer, who may also be the Secretary, shall collect all subscriptions, fees and monies; pay accounts ratified by the Executive Committee; prepare an Annual Balance Sheet and keep full and accurate account of financial transactions of the Association.

(d) The Executive Committee shall have full power to generally manage and direct the affairs of the Association subject to resolution of the Association in Annual or Special General Meeting and in particular :

(i) To arrange, regulate and control all representative and other competitions as it may think desirable.

(ii) While involved in activities of the Association regulate the conduct and behaviour of all Officials, Members and Competitors of Group, Affiliated and Associate Members of the Association.

(iii) To make, amend or rescind such by-laws of this Association as it shall think necessary for the proper conduct of fishing generally.

(iv) To ensure activities of the Association are in keeping with the Objectives of the Association

(v) To appoint Delegates to represent the Association.

(vi) To manage the affairs of the Association generally.

### **13. ANNUAL GENERAL MEETING**

(a) The Annual General Meeting shall be held not later than the *30th. day of April* each year.

(b) The business to be dealt with at the Annual General Meeting shall be the receiving of the Executive Committee's report and the Statement of Accounts for the previous year, the election of Officers for the ensuing year and such other business as shall have been notified in writing to the Secretary of the Association at least twenty eight (28) clear days prior to the date of the Annual General Meeting. Upon receipt of such notice of other business, and at least fourteen (14) days before the date fixed for the Annual General Meeting, the Association Secretary shall notify the Secretaries of all Group, Affiliated and Associate Members and the Officers of the Association, that such notice has been given and the contents thereof. Notwithstanding that no such notice of other business as aforesaid has been given, the Annual General Meeting may deal with other business as presented provided that a three fifths majority of the Delegates to the meeting so decide.

### **14. NOTICE OF ANNUAL GENERAL MEETING**

The Secretary will give sixty (60) days notice in writing of the time, place and date of the Annual General Meeting to the Secretary of each Group, Affiliated and Associate Member and to each Officer of the Association.

### **15. REPRESENTATION AT ANNUAL GENERAL MEETING**

Each Group, Affiliated and Associate Member shall before the Annual General Meeting give notice in writing to the Association Secretary of the name of its Delegate or Delegates to the Annual General Meeting and unless such notice is given the Delegate or Delegates shall not be entitled to participate in the proceedings of the Annual General Meeting unless special leave so to do is given by such Annual General Meeting.

All financial Clubs, Sub-Associations and Interested Organisations and financial Affiliates or Associates shall be entitled to attend the Annual General Meeting but only Delegates on whom notice has been given in accordance with the provisions of this clause shall be entitled to vote. If a Delegate (whose appointment has been properly notified to the Association Secretary) is unable to attend the Annual General Meeting he/she may appoint a substitute to act in their stead, provided however that such a substitute must hand to the Association Secretary at or prior to the Annual General Meeting an authority signed by the Secretary of the original Delegate's Club, Sub-Association or Interested Organisation, or by the original

Delegate concerned. No delegate of an unfinancial Club, Sub-Association or Interested Organisation shall be entitled to record a vote or act as a proxy at any General Meeting.

## **16. SPECIAL GENERAL MEETING**

(a) A Special General Meeting of the Association may be convened by the Executive Committee at any time.

(b) A Special General Meeting of the Association shall be convened by the Executive Committee upon requisition being lodged with the Secretary and signed by at least seven (7) Affiliate or Associate Members; or any Club, Sub-Association or Interested Organisation who are Group, Affiliated or Associate Members as hereinbefore defined setting out the subject matter to be considered at a Special General Meeting.

(c) Upon receipt of such a requisition as provided for in clause 16(b) hereinbefore the Association Secretary shall forthwith give notice in writing to all Group, Affiliated and Associate Members and to Officers of the Association of a Special General Meeting to be held at a date not later than twenty eight(28) days after the date on which the Association Secretary received the requisition and the Association Secretary shall in such notice, state the subject matter to be considered at such Special General Meeting.

(d) The Special General Meeting shall comprise the Officers of the Association and Delegates from each Group, Affiliated or Associate Member entitled to representation at an Annual General Meeting in accordance with the provisions hereinbefore contained. Each such Member shall give notice in writing to the Association Secretary of the name and address of its Delegate or Delegates to the Special General Meeting and unless such notice is given the Delegate or Delegates shall not be entitled to participate in the proceedings of the Special General Meeting unless special leave so to do is given by such Special General Meeting. All financial Affiliates or Associates shall be entitled to attend the Special General Meeting but only Delegates on whom notice has been given in accordance with the provisions of this clause shall be entitled to vote. If a Delegate (whose appointment has been properly notified to the Association Secretary) is unable to attend the Special General Meeting he/she may appoint a substitute to act in their stead, provided however that such a substitute must hand to the Association Secretary at or prior to the Special General Meeting an authority signed by the Secretary of the original Delegate's Club, Sub-Association or Interested Organisation, or by the original Delegate concerned. No delegate of an unfinancial Club, Sub-Association or Interested Organisation shall be entitled to record a vote or act as a proxy at any General Meeting.

## **17. GENERAL & VOTING PROVISIONS AS TO MEETINGS**

(a) Subject to Rule 20 hereinafter, at all meetings of the Association whether Annual General, Special General or Executive Committee, the mode of voting shall be by show of hands, and at a General Meeting each Group, Affiliated or Associate Member shall be entitled to the number of votes hereinbefore provided for; that is Group and Associate Members one (1) vote and Affiliated Members one to four (1 to 4) votes according to their financial membership numbers. No such Member may exercise a vote unless all monies due by the member to the Association have been paid in full. The Chairperson shall be entitled to a deliberative and casting vote. All votes shall be decided by a simple majority decision unless otherwise stated

(b) Proxy votes - subject to provisions in clause 15 hereinbefore and Clause 20(b) & (c) hereinafter, Proxy Votes will be acceptable from Group, Affiliated or Associate Members who are unable to send Delegates to General Meetings of the Association.

(c) The conduct and running of meetings will as per the normally accepted standards for the conduct of meetings under a Chairperson.

(d) *Poll by Postal Voting*

(i) *"Postal Voting" - For all meetings of the Association, where felt appropriate by the Executive Committee, voting by poll in the form of Postal Voting can be used. All categories of Members, as set out in Clause 5 of this Constitution, shall be entitled to vote according to the provisions as referred to in Clause 17(a).*

*ii) Information pertaining to the matters to be voted upon, and suitable Voting Papers, are to be in the hands of Members, in the manner set out in Clause 19, for a period not less than forty (40) clear days prior to the final close-off date for such*

*votes to be returned to the Association National Secretary .*

*(iii) Voting Papers are to be returned in a sealed envelope, clearly marked on the outside that it contains Voting Papers. Envelopes are only to be opened by the Association National Secretary, or another person chosen in their stead, in the presence of at least one other Officer of the Association.*

*(iv) Results of the Postal Vote are to be tabled at the next appropriate meeting and the results deemed to be binding.*

*(v) Postal Voting may also be used by the Executive Committee to facilitate a decision on a matter which is felt more advantageous to be dealt with in such a manner rather than calling a Special General Meeting, or which is not appropriate to leave until the next Annual General Meeting. The results of such a poll being a binding decision.*

*(vi) Notwithstanding however, any Member can demand that an actual meeting be held, with regard to the matter being voted upon by the Postal Vote, under the provisions of Clause 16(b), providing such a requisition is received by the Association National Secretary prior to the close-off date of the poll.*

## **18. QUORUM**

At all General Meetings of the Association twelve (12) Delegates shall constitute a quorum. This shall be in addition to the attendance of Members of the Executive Committee in accordance with Clause 11(a) hereinbefore.

## **19. NOTICE OF MEETINGS**

Every notice required to be given to Group, Affiliated or Associate Members, or duly appointed Delegates thereof; or to Affiliates, Associates or Officers of the Association, shall be deemed to have been duly delivered if posted in a prepaid letter addressed to the Secretary of the Club, Sub-Association of Interested Organisation of the Member or Delegate or to the Officer concerned at the last known place of residence or postal address of such Secretary, Delegate or Officer.

## **20. POLL**

(a) Voting shall be by poll if (before or on the declaration of the result of any voting in accordance with clause 17 herewith) a poll is demanded by :

- (i) any Officer of the Association, or
- (ii) by at least three Members or Delegates present in person or by proxy, or
- (iii) by any Member or Delegate present in person or by proxy and representing not less than one-twentieth of the total voting rights of all Members and Delegates having the right to vote at the meeting.

(b) On a poll, votes may be cast either personally or by proxy. A proxy shall be appointed in writing under the hand of the appointor. No person shall act as a proxy unless that person is a Member or Delegate appointed hereinbefore provided. The instrument appointing them shall be deposited with the Association Secretary at or prior to the time of holding the meeting at which they propose to vote.

(c) Any instrument appointing a proxy be in the form for the time being sanctioned by the Association and obtainable from the Association Secretary.

(d) Scrutineers shall be appointed at the meeting at which the Poll is requested and shall be a minimum of two. Wherever practical Scrutineers shall be non-voters. These Scrutineers are to collect and count the votes of the Poll.

(e) After the results of the Poll have been made known a Resolution needs to be put and passed by the majority of those present for the voting papers to be destroyed.

## **21. SUB-ASSOCIATION**

- (a) The Association shall have the power to fix the boundaries of each Group, Affiliated or Associate Member Sub-Association's district and to make such alterations therein as it may from time to time consider necessary.
- (b) Each Sub-Association shall control its own local competitions and shall exercise jurisdiction over the conduct of competitors and Clubs, other Sub-Associations or Interested Organisations participating in such competitions.
- (c) Any such competitor, Club, other Sub-Association or Interested Organisation affected by any decision of a Sub-Association may appeal from such decision to the Executive Committee. Such appeal shall be forwarded through the Sub-Association making the decision appealed from and shall be lodged with the Association Secretary not later than fourteen (14) days after the date of the decision appealed from. In the event of the Sub-Association duly receiving notice of such appeal but failing to forward the appeal to the Association Secretary within the aforesaid fourteen (14) days, the individual, Club, other Sub-Association or Interested Organisation may lodge the appeal with the Association Secretary. Every notice of appeal shall be accompanied by a deposit of \$1.00 which may be retained or returned as the Executive Committee determines.

## **22. FINANCIAL PROVISIONS**

- (a) All monies received by or on behalf of the Association shall forthwith be paid to the credit of the Association in such trading and saving bank account or accounts as the Executive Committee may from time to time determine, and all cheques and withdrawal slips drawn on the account(s) shall be signed by any two Members so nominated by the Executive Committee for this purpose.
- (b) The Financial Year shall end on the 31st December each year and a copy of the audited accounts shall be sent, prior to the Annual General Meeting, whenever practical to do so, to all Association Officers and Member Clubs, Sub-Associations and Interested Organisations.
- (c) Audit
- (i) The Annual General Meeting shall elect each year a suitably qualified person as Auditor.
  - (ii) Payment for such audit will be the responsibility of the Executive Committee.
  - (iii) Immediately after the close of the Financial Year the Association Secretary shall deliver to the Auditor the Accounts for that Financial Year and the Auditor shall examine such Accounts and the Books of the Association and provide a Report thereon in time for the forthcoming Annual General Meeting and for distribution to Members as required under clause 22(b) of this Constitution.

## **23. COMPLAINTS and DISPUTES**

Any Member who has had their Membership status cancelled, or, being a natural person, considers that he or she personally has been unfairly dealt with by a decision, or action, of the Association shall have the right of appeal to a Tribunal comprising of the President, Immediate Past President plus two Members of the Association who are not members of the Executive Committee or members of the Appellant's Club. Written Notice of Appeal shall be given to the Executive of the Association, care of the Secretary, within one calendar month after the date of the decision or action so affecting them. The Tribunal may dismiss or allow the Appeal. The decision of the Tribunal shall be final.

## **24. COMMON SEAL**

- (a) The Common Seal of the Association shall be that appointed by the Executive Committee which shall be the responsible for the safe keeping and control thereof through the Secretary.

(b) Whenever the Common Seal of the Association is required to be affixed to any Deed, Document, Writing or other Instrument, the Seal shall be fixed pursuant to a resolution of the

Executive Committee by the Chairperson and the Association Secretary and the persons so affixing the Seal shall at the same time sign the document to which the Seal is so affixed.

## **25. ALTERATION OF CONSTITUTION**

(a) This Constitution may be altered, added to, rescinded or otherwise amended by a resolution of a majority of those present at an Annual or Special General Meeting of which proper notice has been given in accordance with the provisions as in Clause 13(b) hereinbefore these rules.

(b) Every such notice, which shall be known as a Remit, shall set forth the purport of the proposed alteration, addition, rescission or other amendment.

(c) Duplicate copies of every such alteration, addition, rescission or amendment made shall forthwith be delivered to the Registrar in accordance with the requirements of the act

## **26. LIQUIDATION**

Upon a resolution requiring the Association (Society) to be wound up voluntarily, and a Liquidator appointed and being passed and confirmed by the Association (Society) in accordance with the provisions of Section 24 of the Incorporated Societies Act 1908, the Association (Society) by a subsequent resolution shall determine the disposition of the funds and property of the Association (Society). There shall be no proxy votes at any General Meeting called for the purposes of deciding on Liquidation

Dated this .....**6th**..... day of .....**February**..... 19..**98**.

...**E. Audain**(signed).....  
President

.....**G.A. Dawber**(signed).....  
Secretary

....**S. Benjamin**.(signed).....  
Senior Vice President

*Amendments approved at the  
Annual General Meeting held in Opotiki Friday 2nd. March 2001  
the Special General Meeting held in Rotorua Saturday 31st. July 2004  
the Annual General Meeting held in Napier on Thursday 16th. March 2006  
and the AGM held in Orewa 20th. April 2011*

*Includes deletions as per decisions at 28th. March 2012 AGM  
shown in text as "Reserved"*

*Further amendments as made by the 2013 AGM to Clauses 7 & 8 included*

