

# **Constitution**

## **Dunedin Ice skating Club Incorporated**

### **NAME**

The name of the club shall be the "Dunedin Ice Skating Club Incorporated" hereafter called the "Club".

### **1.**

#### **INTERPRETATION**

In this constitution unless the context otherwise requires:

"Association" means New Zealand Ice Skating Association

"Committee" means the Committee of the Club

"Competitive Secretary" means the Competition Secretary

"I.S.U." means the International Skating Union

"Ice Hockey" means the New Zealand Ice Hockey Federation Inc.

"Member" unless the context otherwise requires means a member of the Club or its representative at any meeting of the Association, or Sub-Association

"Patron" means patron appointed at the Annual General Meeting

"President" means President of the Club

"Secretary" means the Secretary of the Club

"Seal" means the common seal of the Club

"Speed skating" means Speed Skating Federation

"Sub-Association" means the Otago Southland Sub-Association, the South Island Sub-Association or any other Sub Association formed

"Treasurer" means Treasurer of the Club

2.

## OBJECTIVES

- a) To undertake, facilitate and encourage ice sports in all its branches.
- b) To acquire, analyse and disseminate information and knowledge of relevance to members and produce a newsletter as and when required by the Club Committee.
- c) To initiate and promote ideas designed to enhance championships, proficiency tests, exhibitions, kiwi skate, masters games and/or any other as the Club Committee shall from time to time approve.
- d) To support and co-operate with all groups which promote, pursue or support objects similar to any or all of the objects of the Club.
- e) To do any other thing or pursue any other objective which may seem to the Club to be in the interests of members.
- f) To invest and deal with the money of the Club not immediately required in such manner as the Club Committee shall from time to time approve.
- g) To guarantee or become liable for payment of any money for accounts received and approved by the Club Committee.
- h) To receive and expend monies in pursuance of all or any of the objects of the Club and in or about the management, administration and operation of the Club as approved by the Club Committee.
- i) To remunerate any person, firm, company, or corporate body for services rendered or to be rendered to, for or on behalf of the Club as approved by the Club Committee.
- j) To apply for, promote and obtain any order or authorisation or enactment which may seem to the Club to be in the interest of members, any person, firm, company or corporate body as approved by the Club Committee.
- k) To employ, engage or appoint an honorary Solicitor as independent consultant and adviser to the Club, and delegate to any such Solicitor such powers as the Club Committee may from time to time consider expedient upon such terms as the Club Committee shall think fit.
- l) To distribute to the Dunedin City Council all property and monies of the Club in the event of the winding up of the Club. To be held in trust until the Club is revived or a new Club is formed.

- m) To do any other thing which may seem to the Club necessary, desirable, incidental or conducive to the advancement, pursuance, furtherance, support or attainment of all or any of one or more of the objects of the Club and to exercise the powers of the Club.

**4.**

#### **MEMBERSHIP**

- a) Any person may apply in writing to the Club for membership together with the membership fee.
- b) An application for membership shall be considered by the Club Committee which may approve or decline any such application without giving any reason therefore. Upon any such application for membership being approved the name of the applicant shall be entered in the register of members.

**5.**

#### **MEETINGS OF CLUB**

- a) The Club shall in each year within 3 months of the end of Club's financial year hold a meeting as its Annual General Meeting in addition to any other special meeting in that year and shall specify the meeting as such in notices calling it.
- b) The Annual General Meeting shall be held at such time and place as the Club Committee shall decide.
- c) The meetings other than the Annual General Meeting shall be called Special General Meeting but do not include Club Committee Meetings.
- d) A Special General Meeting may be convened by the Club Committee whenever it thinks fit.
- e) A Special General Meeting shall be convened by the Club Committee on the requisition of not less than ten members entitled to vote at the meetings of the Club. The failure of the Club Committee to convene a Special General Meeting within a reasonable time of the deposit of the requisition, shall entitle the requisitionists to convene a Special General Meeting.

**6.**

#### **NOTICE OF CLUB MEETINGS:**

- a) The annual general meeting and or special general meeting shall be called by at least fourteen clear days notice in the local newspaper and shall specify the place, the day and the hour of the meeting and the business to be considered.

- b) Accidental omission to give notice of an Annual General Meeting or Special General Meeting to any member or members shall not invalidate the proceedings at the meeting.
- c) The Business to be considered at an Annual General Meeting shall include the consideration of the financial statement, President's report, the election of officers (President, Vice President, Secretary, Treasurer, Competitive Secretary) and Committee.
- d) No business shall be transacted at any Annual General Meeting and or Special General Meeting unless a quorum of members entitled to vote are present at the time when the meeting proceeds to business. A quorum shall consist of ten members present in person at any Annual General Meeting and or Special General Meeting. A quorum at any Club Committee meeting will be five members present in person.
- e) If within thirty minutes from the time appointed for the meeting a quorum is not present the meeting, if convened upon the requisition of members entitled to vote at meetings of the Club shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time and place or to such other day and at such other time and place as the Committee may determine and if at the adjourned meeting a quorum is not present within thirty minutes from the time appointed for the meeting the members present and entitled to vote thereto shall constitute a quorum.
- f) The President or in the event of his/her absence the Vice-President shall preside as Chairperson at every meeting of the Club. If neither the President nor the Vice-President are present within fifteen minutes after the time appointed for the holding of the meeting or are unwilling to act as the chairperson, the Committee shall elect one of their number to Chair the meeting.
- g) The Chairperson may, with the consent of the meeting at which a quorum is present, and shall if so directed by the meeting, adjourn the 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 unfurnished at the meeting from which the adjournment took place.
- h) At any meeting a resolution put to the meeting shall be decided on a show of hands unless a secret poll is requested by the Chairperson or by at least two members present and entitled to vote at meetings of the Club.
- i) In the case of an equality of votes either on a show of hands or on a secret poll the Chairperson of the meeting at which the voting takes place will be entitled to a second vote.

7.

**FORFEITURE OF MEMBERSHIP: VOTES: SUBSCRIPTION:**

- a) On a show of hands every member present shall have one vote and on a secret poll every member shall have one vote.
- b) No member shall be entitled to vote on a show of hands or poll unless all monies due and payable by that member to the Club have been paid.
- c) Every member shall by the due date each year pay to the Club Treasurer the annual subscription affixed by resolution at the Annual General Meeting.
- d) If, in the opinion of the Committee, it is desirable in the interests of the Club that any member thereof shall cease to be a member, the Committee, after giving such member opportunity of being heard before a Special Committee Meeting called for that purpose, may request such member to resign. If the member fails to resign within 21 days after such written request has been posted, the Club Committee shall have the power to expel such member.

8.

**COMMITTEE**

- a) The affairs of the Club shall be managed by the Club Committee which may exercise all the powers of the Club guaranteed by the Constitution.
- b) The Club Committee shall consist of a President, an immediate past President, one Vice-President, Secretary, Treasurer, Competition Secretary and not more than ten nor less than five other persons, all of whom shall be members of the Club, all of whom shall be elected annually and hold office until the election of their successors.
- c) Any vacancy occurring in the Club Committee. The Club Committee shall have the power to appoint any member of the Club to the vacancy. Any person so appointed shall hold office until the next Annual General Meeting.
- d) The office of a member of the Club Committee shall be vacated if that member resigns his/her office by notice in writing to the Club Committee.

9.

**SECRETARY**

- a) To record and do all such lawful acts and things which are incidental and which are or may be conducive to the attainment of all or any of the objects of the Club, recording in the books all resolutions, proceedings, correspondence and minutes of all Club Annual General Meetings, Special General Meetings and all Club Committee meetings.

**10.**

**TREASURER**

- a) The Treasurer shall record the finances of the Club and shall present regular financial reports and statements to the Committee, and a financial statement to the Annual General Meeting.
- b) The financial year of the Club shall be from 1st of October to 30th of September.
- c) Bank accounts shall be held in the name of the Club and cheques drawn on bank accounts shall be signed by such persons as may be approved by the members present at the Annual General Meeting.
- d) An Auditor who is not a member of the Club and who shall be a member of the New Zealand Society of Accountants shall be appointed at each Annual General Meeting. The Auditor shall audit the accounts of the Club and shall attach an audit letter to the Treasurer's annual financial statements for presentation to the Annual General Meeting. The Auditor shall also conduct such further investigations or render such other services as the club Committee may determine from time to time.

**11.**

**LIFE MEMBERSHIP**

- a) The Club Committee may recommend to the Annual General Meeting that any person who has tendered special services to the club or to the furtherance of its objects may be elected a Life Member of the Club and shall thereafter be entitled to all the privileges of membership without paying the annual subscription, provided two thirds of the members present and entitled to vote shall be in agreement.

**12.**

**CLUB BADGE AND COLOURS**

The Club Committee may, if required, make arrangements for a uniform for Club members in the Club colours of blue and gold and a Club badge also in blue and gold. All members of the Club and anyone interested may purchase these items from the Club at the price approved by the Club Committee.

**13.**

**GENERAL**

- a) It shall be the duty of all Club members to provide assistance to any member with a lesser knowledge of ice sports.

- b) Club members must observe the rules of any rink and conduct themselves in a proper and respectable manner, whenever they represent the Club and follow the instructions of the duty parent/s and under no circumstances are they to bring intoxicating liquor or consume same at any ice rink or ice show. The same applies for drugs. Any breach of this clause will be dealt with under rule **7 d**).
- c) These rules shall not be altered, added to, or rescinded, save at an Annual General Meeting or a Special General Meeting called for that purpose. The motion to alter the rules shall be set out on the notice calling the meeting, giving fourteen clear days' notice before such meeting is to be held.
- d) Before any amendment to this Constitution is considered the Constitution of the New Zealand Ice Skating Association Incorporated should be consulted to ensure that the proposed change is authorized under the Constitution of the New Zealand Ice Skating Association Incorporated and the Constitution of the International Skating Union.
- e) The New Zealand Ice Skating Association Incorporated Constitution shall apply to all matters not covered by this Constitution unless expressly stated otherwise in this Constitution.