

RULES of the TARARUA TRAMPING CLUB (Incorporated)

C O N S T I T U T I O N

Name

1. The name of the Club shall be "Tararua Tramping Club (Incorporated)".

Interpretation

2. In these rules, unless a contrary intention appears, "Rule" means rule of these rules; "Club" means "Tararua Tramping Club (Incorporated)"; "Committee" means the committee for the time being appointed under Rule 15; "Year" means the financial year of the Club as defined by Rule 40; and words importing the singular number include the plural and vice versa. If any question of interpretation arises, the Committee shall determine the interpretation.

Objects

3. (a) To encourage walking, tramping, climbing, mountaineering and skiing and to assist in the general education and preparation of members towards safe participation in these activities;
(b) To support the development and utilisation of places of scenic beauty and interest, national parks, domains and reserves of all descriptions and establishment of facilities in connection therewith consistent with the preservation of the existing natural environment;
(c) To protect native flora and fauna and the natural features of the country and to foster an awareness of environmental issues affecting outdoor recreation;
(d) To arrange trips in or over the Tararua Ranges and other districts;
(e) To procure and assist in the development and maintenance of huts and tracks;
(f) To promote competitions in keeping with the Club's objects stated in (a) above;
(g) To encourage social interaction between members;
(h) To establish a library connected with the objects of the Club and to publish and issue a Club magazine and other written matter concerning the Club and its objects;
(i) To contribute to the funds of any other body having objects consistent with those of the Club;
(j) To acquire real and personal property for the purposes of the Club, and to dispose of property no longer required;
(k) To act in co-operation with the Government or any other club, committee, society, institution or person for the promotion of the Club's objects;
(l) To encourage Club members and New Zealanders in tramping, mountaineering, skiing or exploration in overseas countries.

Club Colours and Emblem

4. The Club colours shall be dark green and silver grey, and the Club emblem shall be a representation of the North Island Edelweiss (*Leucogenes leontopodium*).

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M E M B E R S H I P

Membership Categories

5. (a) Associate Members - The Committee may, on request, transfer to associate membership a member who, by virtue of a change of residence to a district outside Wellington, is unable to participate in the regular Club activities. The Committee may also, on request, transfer to associate membership a member resident in Wellington who, through exceptional circumstances, is unable to participate in the regular Club activities. Should an associate member become able to participate in the regular Club activities again that member shall be deemed to have resumed ordinary membership.
(b) Student Members - A member who is, on the first day of June preceding the date of the Annual General Meeting, under eighteen years of age or under twenty-five years of age and a full time student, shall be a student member.
(c) Senior Members - A member who has been a member of the Club for at least twenty years excluding any years for which no subscription was paid shall be a senior member.
(d) Life Members - On the recommendation of the Committee, any person who has rendered outstanding services to the Club, or the furtherance of its objects, may be elected to life membership by the votes of two thirds of those present and voting at any General Meeting. At the discretion of the Committee the spouse of a life member shall, on the death of that life member, retain the privileges of life membership.
(e) Ordinary Members - Any member who is not in any of the categories named above is an ordinary member.

A married couple each of whom is a member or is applying for membership (under Rule 6) may choose married membership within the applicable category.

Application for Membership

6. Every candidate for membership shall:
- (a) Have completed the club trip prerequisites as determined by the Committee;
 - (b) Be proposed by one member and seconded by another, both of whom shall have been members for twelve months;
 - (c) Have seen the Chief Guide or the Chief Guide's nominee and have had this recorded on the application form;
 - (d) Have paid the required subscription and entrance fee and have had this recorded on the application form;
 - (e) Be elected to membership by the votes of two thirds of those present and voting at a meeting of the Committee.

A person applying to rejoin the Club shall fulfil conditions (d) and (e) above and will be deemed to have resumed membership on the first day of the Year.

7. The Secretary shall ensure that every newly elected member is sent written notice of election together with a copy of these rules.

Duties of Members

8. It shall be the duty of all members to act in accordance with the objects of the Club.
9. Every member shall on changing name or address notify the Secretary in writing of such change.

Resignation

10. Any member may resign by giving to the Secretary notice in writing to that effect. If the member has not paid any subscription due for the Year and the resignation is received on or before the thirtieth day of September then it shall be deemed to have taken effect on the last day of the previous Year. If a member has not paid any subscription due for the Year on or before the thirtieth day of September that member shall be deemed to have resigned on the last day of the previous Year. A member who resigns from the Club is deemed to have resigned from any Club committee.

Expulsion

11. The Committee may expel from membership any member wilfully disobeying any of these rules, or guilty of any conduct rendering the member unfit in their opinion to be a member of the Club: provided that before expelling the member the Committee shall call upon the member for an explanation of that conduct and shall hear any defence.

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F E E S and S U B S C R I P T I O N S

Entrance Fee

12. (a) The Committee may, if it thinks fit, impose such entrance fee as it may from time to time determine.
- (b) A former member shall not be required to pay an entrance fee on rejoining.

Subscription

13. (a) Life members shall pay no subscription.
- (b) The annual subscription to be paid by each other category of member shall be decided upon at a General Meeting and shall apply for the following Year.
- (c) The annual subscription to be paid by married members shall be the subscription for an individual member of the appropriate category plus an amount which shall be decided upon at the General Meeting and which shall be at least that necessary to cover capitation fees for the additional member paid to other organisations.
- (d) The first subscription for any person shall be complete payment for membership until the end of the Year ending in the next calendar year.

Entitlements

14. (a) Every member shall be entitled to use Club facilities and participate in Club activities in a manner consistent with the Club's objects.
- (b) Each member shall be entitled to vote at a General Meeting.
- (c) Each individual member shall be entitled to a free copy of each issue of "The Tararua Tramper" for the Year. For married members each couple shall be entitled to one free copy of each issue of "The Tararua Tramper" for the Year.
- (d) Each individual member, except associate members, shall be entitled to a free copy of any issue(s) of the annual "Tararua" published during the Year. For married members each couple shall be entitled to one free copy of any issue(s) of the annual "Tararua" published during the Year.

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C O M M I T T E E S and O F F I C E R S

General Committee

15. The entire management of the Club and its property shall be delegated to a committee consisting of a President, a Vice-President, the Immediate Past President (in accordance with Rule 16), Secretary, Treasurer, Chief Guide and five other members.
16. During the year succeeding the President's period in office the retired President shall be the Immediate Past President.

Tenure

17. No person who has been a member of Committee for six or more years during the preceding eight years may stand for election or be appointed to Committee.
18. No person who retired from the office of President in the 23 months preceding the month of the Annual General Meeting or who held that office for each of the preceding three years may stand for election or be appointed to that office.
19. No person who retired from the office of Vice-President in the 23 months preceding the month of the Annual General Meeting or who held that office for each of the preceding three years may stand for election or be appointed to that office.

Social Committee

20. The Social Committee shall be answerable to the Committee. Twelve members (at least five of whom shall be men and at least five of whom shall be women) shall be elected to the Social Committee at the Annual General Meeting. The General Committee shall appoint the chairperson and, with the agreement of the Social Committee, may appoint any number of members to the Social Committee until the next Annual General Meeting whether as additional members or to fill any vacancy.

Nomination of Candidates for Elected Offices

21. (a) For offices which can be held jointly, under Rule 28, a nomination may be of a candidate to hold the office individually or of a group of candidates to hold the office jointly. Each candidate shall be a member and shall be proposed in writing by one member and seconded by another. The nomination shall be with the written consent of the nominee, and received by the Secretary at least twenty days prior to the Annual General Meeting. The Secretary shall place notice of all nominations on the notice board as received and post a list of such nominations to members with the notice calling the meeting.

- (b) If there is no prior nomination for any elected office at the Annual General Meeting the notice requirements in (a) above shall be waived.

Election of Candidates to Offices

22. Election of officers shall take place at the Annual General Meeting and in the following order:
 - (i) President;
 - (ii) Vice-President;
 - (iii) Secretary, Treasurer, Chief Guide;
 - (iv) the other five members of the Committee provided for in Rule 15;
 - (v) Tramping Organiser and Auditor.

Any candidates not elected in the ballot for President shall with their consent be included in ballot (ii) or (iv). Any candidates not elected in the ballot for Vice-President shall with their consent be included in ballot (iv).

Duties of President

23. The President shall:
 - (a) be the custodian of the good name of the Club;
 - (b) ensure the Club is run effectively in accordance with its objects;
 - (c) ensure the Committee is run effectively;
 - (d) ensure all sub-committees are run effectively and for that purpose is an ex-officio member of all sub-committees;
 - (e) ensure that a report of the activities of the Club during the previous Year is produced annually and sent to each member of the Club with the notice calling the Annual General Meeting.

Duties of Vice-President

24. The Vice-President shall deputise for the President as the need arises.

Duties of Secretary

25. (a) The Secretary shall keep and have the custody of a Minute Book containing full and correct minutes of all Committee and General meetings.
 - (b) The Secretary or a person so delegated by the General Committee shall keep and have the custody of a Register showing the name, address and date of birth of each member, and the date at which they became a member.

All entries in such records shall be kept properly up to date. The Secretary shall also forward to the Registrar of Incorporated Societies such notices and returns (including the Annual Financial Statement) as the Registrar shall from time to time require.

Duties of Treasurer

26. The Treasurer or persons so delegated by the Treasurer shall keep such accounts as the Committee may from time to time require, and shall keep all entries properly up to date.

Duties of Chief Guide

27. The Chief Guide shall be responsible for organising the Club's outdoor activities, and shall ex-officio be a member of any sub-committee set up for the purpose of implementing the Club policy in any of these matters, and shall be assisted by such members as the Committee may appoint for the purpose.

Tramping Organiser

28. The Tramping Organiser shall be elected at each Annual General Meeting. The office of Tramping Organiser may be held by more than one person jointly at any one time. The Tramping Organiser shall with the Chief Guide organise the Club's outdoor activities.

Auditor

29. An Auditor shall be elected at each Annual General Meeting. The Auditor shall not be a member of the Committee.
30. The Committee may appoint a member to fill a vacancy in any elected office until the next Annual General Meeting.

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M E E T I N G S

Meetings of the Committee

31. The Committee shall meet at least monthly from February to December inclusive.
32. Any extraordinary meeting of the Committee shall be for a purpose relevant to the objects of the Club and
- (a) may be called by the President, or the Vice-President deputising for the President or
 - (b) shall be called by the Secretary to be held within seven days of receiving a request signed by three members of the Committee.

Notice of Committee Meetings

33. Notice of the time and place for any meeting shall be sent to every member of the Committee at least four days before the meeting.

Procedure at Committee Meetings

34. At each meeting of the Committee, six shall constitute a quorum, and the Chairperson shall have a deliberative vote and a casting vote. The President, if present, shall be entitled to be Chairperson; if the President does not take the chair, the meeting shall be chaired by the Vice-President; failing that the meeting shall elect another Chairperson.

Annual General Meetings

35. The Annual General Meeting shall be held not later than the thirty-first day of August in each Year on a day to be determined by the Committee.

Extraordinary General Meetings

36. Any extraordinary General Meeting shall be for a purpose relevant to the objects of the Club and
- (a) may be called by the Committee or
 - (b) shall be called by the Secretary to be held within twenty-eight days of receiving a requisition signed by at least twenty-five members which states the business proposed to be transacted at the meeting. If the Secretary does not do so the members making the requisition may convene the meeting.

Notices of Motion for General Meetings

37. Any notice of motion for consideration by a General Meeting shall be given to the Secretary in writing at least twenty days before the date of the General Meeting. Such notice shall include the full text of the motion and the names of the proposer and seconder both of whom shall be members of the Club. A motion of which such notice has not been given may be proposed only at an Annual General Meeting and with the consent of the Chairperson.

Notice of General Meetings

38. The Secretary shall at least seven days before any General Meeting send to every member a notice stating the time, place and agenda of the meeting.

Procedure at General Meetings

39. At all General Meetings the chair shall be taken by the President, or if the President is not present, by the Vice-President, failing this a member chosen by the meeting. Every member present shall have one vote, and, in the case of an equality of votes, the Chairperson shall have a second or casting vote. The quorum at a General Meeting shall be twenty members. Voting shall be by voice, but if any member present so desires the Chairperson shall call for a division, which shall be indicated by a show of hands, or, if the meeting so desires, by ballot.

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FINANCE

Financial Year

40. The financial year of the Club shall end on the thirty-first day of May in each year, to which date the accounts shall be balanced.

Annual Financial Statement

41. A Statement of Income and Expenditure and a Balance Sheet shall be prepared and audited. A copy shall be sent to each member of the Club with the notice calling the Annual General Meeting.

Bank Accounts

42. All bank accounts shall be operated by any two of the Treasurer, President, Secretary or other member authorised by the Committee for that purpose and shall be kept at such banks as shall from time to time be determined by the Committee.

Investments

43. All funds of the Club shall be paid into the Club's bank accounts and any part thereof may, if the Committee so determines, be invested in manner provided by the Trustee Act 1956 or any Act amending or replacing the same.

Borrowing Powers

44. The Committee shall have the power to borrow such amounts and on such terms as it thinks fit and to give as security for the repayment of sums borrowed and interest thereon such security as it deems expedient.

Club Charges

45. The Committee may make a charge for the use of any Club property or facility.

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GENERAL

Common Seal

46. The common seal of the Club shall be kept by the Secretary and shall not be affixed to any document, instrument, deed, writing, paper or other thing unless a resolution to that effect has been passed by the Committee. Such seal shall be affixed by the Secretary in the presence of two other members of the Committee, and the Secretary and other members aforesaid shall sign such document, instrument, deed, writing, paper, or other thing.

Firearms

47. Except with the special permission of the Chief Guide and the official trip leader, no firearms are to be taken on any Club trip or Club transport. Where such permission is given it is subject to the person carrying the firearm having the necessary licence and such other conditions as the Committee may lay down.

Alterations of Rules

48. These rules may be repealed, altered or added to by a resolution at a General Meeting, the notice whereof shall have specified the proposed repeal, alteration or addition which shall be in writing in the hands of the Secretary at least twenty days prior to the date of the said General Meeting.

Winding Up

49. (a) The Club shall be wound up voluntarily if at least two thirds of the members present and voting at a General Meeting of the Club pass a resolution requiring the Club so to be wound up and that resolution is confirmed by at least two thirds of the members present and voting at a subsequent General Meeting called for that purpose and held not earlier than thirty days after the date on which the resolution so to be confirmed was passed.
- (b) Upon the winding up or dissolution of the Club, whether pursuant to (a) above or otherwise, all surplus property and assets after payment of all costs, debts and liabilities shall not be paid or distributed among members of the Club but shall be given or transferred to some other organisation or society with objects similar to or in sympathy with those of the Club and which shall prohibit distribution of its income and property among its members to an extent at least as great as is imposed on the Club. Such organisation or society shall in the case of voluntary winding up be determined by a majority of the members present and voting at the subsequent meeting referred to in (a) above but failing such determination and in all other cases the surplus property and assets shall be vested in the Federated Mountain Clubs of New Zealand Incorporated or its successor.