

**RULES
OF THE
WEST AUCKLAND DISTRICT
TRAMPING CLUB (INC)**



**CONSTITUTION OF THE WEST AUCKLAND DISTRICT
TRAMPING CLUB (INC)**

NAME:

- The name of the Club shall be –
 - “WEST AUCKLAND DISTRICT TRAMPING
 - CLUB INCORPORATED”

OBJECTS:

The objects of the Club shall be –

- a) To encourage and foster tramping, ski-ing, mountaineering and other associated activities and to foster a greater understanding and appreciation of New Zealand’s bushlands, hills and mountains through literature, science and art.
- b) To co-ordinate and present the opinions of the Club members in all matters concerning them as one of the tramping, ski-ing and mountaineering bodies of New Zealand.
- c) To organise and arrange trips for the purpose of tramping, ski-ing and mountaineering in accordance with these objects as decided upon by the Committee.
- d) To protect and conserve the native fauna and flora and the natural features of the country.
- e) To promote good fellowship and social intercourse among trampers, skiers and mountaineers.
- f) To give what support the Committee may think be necessary to activities which have in view the acquisition and preservation of forest reserves and other scenic attractions and to help in the establishment of National parks.
- g) To act in co-operation with Government Departments, local bodies or with any Club, Society or organisation with objects the same or similar as the Committee so decides.
- h) To publish and issue a Club newsletter, with or without commercial advertisements.
- i) To purchase, take on lease, hire, or otherwise acquire land or any interest therein, for the purpose of erecting huts or the furtherance of any of the above objects.

COLOURS:

The Club colours shall be Blue, Green, Brown with Gold lettering.

**RULES OF THE WEST AUCKLAND DISTRICT
TRAMPING CLUB (INC)**

1. INTERPRETATION

- A. In these Rules, unless a contrary intention appears, Club means the West Auckland District Tramping Club Incorporated.
- B. Committee means the Committee for the time being appointed under these Rules.
- C. Year means the financial year of the Club, which year shall extend from the first day of April in any year until the thirty first day of March (both inclusive) in the succeeding year.
- D. Register means the register of the Club members kept by the Honorary Secretary as defined in these Rules.
- E. Member means a person elected to any class of membership as defined in these Rules.
- F. Membership is to be read as membership of the West Auckland District Tramping Club Incorporated.
- G. Words importing the masculine gender only, include the feminine gender and words importing the singular number only include the plural number and vice versa.

2. MEMBERSHIP

- a) There shall be seven classes of membership known as :-

LIFE MEMBERS	VETERAN MEMBERS
HONARARY MEMBERS	ORDINARY MEMBERS
MARRIED MEMBERS	FAMILY MEMBERS
COUNTRY MEMBERS	
- b) Every candidate for Ordinary, Married, Family, Honorary or Country membership must be proposed by a financial member having personal knowledge of the candidate and seconded by another such member.
- c) Every candidate for membership (except Honorary Membership) must, before acceptance, take part in three scheduled Club trips, within 3 months or such time as determined by the Committee.
- d) Election to one or any of the seven classes of membership shall be subject to approval by vote of the Committee.
- e) Each candidate for Ordinary , Married, Family or Country membership shall, on election to membership, pay an entrance fee of an amount to be determined by Annual General Meeting and each class of membership shall be the same, or such amount as the Committee shall from time to time determine; and until this entrance fee be paid no Ordinary , Married, Family or Country member shall be entitled to the privileges of membership.
- f) Every Life member shall be exempt from entrance or subscription fees and shall enjoy the privileges of ordinary membership.
- g) Veteran members shall be those persons who have been financial members of the Club for twenty one years or more.
- h) Every Veteran member shall pay an annual subscription of \$4.00 or such amount as the Committee shall from time to time determine. Veteran members shall be entitled to the privileges of Ordinary membership.
- i) Every Honorary member shall be exempt from entrance or subscription fees and shall enjoy the privileges of Ordinary membership except the right to vote or the right to hold Office in the Club.
- j) Ordinary membership shall be open to all persons of good character who have attained the age of sixteen years.

Each Ordinary member shall, on election to membership, pay an annual subscription of an amount to be determined at the Annual General Meeting, or such amount as the Committee shall from time to time determine.

- k) Married members shall be entitled to the privileges of Ordinary membership with individual voting rights.
- l) Children of Family members on reaching the age of sixteen (16) years or eighteen (18) years if a full-time scholar, become liable for the dues and responsibilities of Ordinary membership and shall be eligible for election as Officers of the Club.
- m) Family membership shall be at the discretion of the Committee and shall be open to a minimum of one parent and the children of that parent who are under the age of sixteen (16) years and that providing that such children, when attending Club trips are accompanied by a minimum of one parent or responsible guardian.
- n) Each Family shall, on election to membership, pay an annual subscription of an amount not exceeding that of an ordinary subscription as set at the Annual General Meeting.
The mother and/or father of the Family shall have the rights of Ordinary membership.
- o) Country membership shall be open to all members of 2 years standing normally resident outside a radius of thirty kilometres from the Henderson Post Office.
Each Country member shall, on election to membership, pay an annual subscription of an amount determined by Annual General Meeting or as Committee shall from time to time determine.
Each Country member shall enjoy the privileges of Ordinary membership.
- p) Members shall not be permitted to introduce or use firearms, alcohol, animals or radios other than Search and Rescue Radios on Club trips.
- q) The appointed leader of every party shall have the sole right to refuse to take on any expedition any person, who in his opinion because of health, age, inadequate equipment or any other reason is considered unfit to participate in the planned outing. The decision shall be final, but the member has the right of appeal at the next meeting of the Committee.

3. SUBSCRIPTIONS

- A. Subscriptions shall be due on the first day of April in each year.
- B. In the case of new members, the subscription shall be paid on his election to membership. Should such election to membership take place on or after the first day of October in each year the annual subscription shall be half of the prescribed amount.
- C. A period of grace of 2 Calendar months may be allowed members in each year to pay the renewal subscription

After this time the Secretary will purge the Register of unfinancial members and such unfinancial members as may be, will forfeit their membership and the privileges attached thereto until such overdue subscription has been paid.

Members reinstated under Rule 3(C) and members who shall have resigned from the Club and may be desirous of rejoining shall not be liable for entrance fee.
- D. Every member shall be liable for his subscription unless he shall have ceased to be a member by written resignation, death or otherwise before the 31st day of May each year.
- E. No refund of subscription or entrance fee shall be made should membership be terminated by resignation, expulsion, death or otherwise.
- F. Members absent from New Zealand for a continuous period of twelve months or more shall pay a token subscription of an amount not exceeding \$1.00 and will be deemed to be reinstated to their former class of membership from the first day of the first month following their return. This rule shall not apply to Life or Honorary Members.

4. GENERAL MEETINGS

- a) An Annual General meeting for the election of Officers and Auditor for the year and to fill all vacancies in the number of elective members of the Committee shall be held not later than May of each year. The Officers of the Club to be so elected shall consist of a President, Vice President, Honorary Secretary, Honorary Treasurer and a Committee not exceeding seven in number, not less than two of whom shall be women and not less than two of whom shall be men.
- b) An Extraordinary General Meeting may be called at the discretion of the Committee at any time, or shall be called by the Secretary within fourteen days of receiving a requisition to that effect, signed by not less than ten financial adult members of the Club, specifying the subject to be discussed at such meeting.
- c) At least seven clear days' notice of the place and time of a General Meeting and of the business to be discussed at such meeting shall be posted to each member at the address which appears in the Register of members, subject however to Rules 2(h), 2(k), 2(m) and 3(C).
- d) A Statement of Income and Expenditure and a Balance Sheet shall be prepared and audited and a copy shall be posted with each notice calling the Annual General Meeting.
- e) Except by a resolution of the Meeting passed by a two-thirds majority of those present, no business shall be transacted at such Meeting, except that of which notice shall have been given as aforesaid. If any general business, other than purely routine business, of which no notice shall have been given shall be transacted, the resolution or resolutions shall not be effective for fourteen days after the Meeting. If, within that period, any five members not present at the Meeting shall have forwarded to the Secretary an objection in writing to such resolution or resolutions, the Secretary shall call a further meeting at which such resolution or resolutions shall be confirmed or otherwise.
- f) Fifteen members qualified to vote and personally present shall constitute a quorum and every such member shall have one vote.
- g) Voting shall be by voice, but, if any five member present so desire, the Chairman shall call for a show of hands; or if any ten members present so desire, the Chairman shall conduct a secret ballot.
- h) In the event of a division or a secret ballot the meeting shall appoint two of the financial members present as scrutineers.
- i) Nominations for various elective offices shall be in writing and shall bear the signatures of the proposer and seconder and shall be endorsed with the consent of the nominee.

Such nominations shall be in the hands of the Secretary not later than fourteen days before the date fixed for the Annual General Meeting.
- j) All nominees and their proponents shall be financial members of the Club.
- k) The Secretary shall post a list of all such nominations to all financial members together with the notice calling the Annual General Meeting.
- l) If the number of candidates proposed for office equals the number of vacancies the Chairman shall declare the candidates elected, subject however to Rule 4(a).
- m) Should no nomination be received for all or any office the Annual General Meeting shall elect a financial member of members to fill the same, notwithstanding that such person or persons may not have given notice or been nominated as aforesaid.
- n) Any unsuccessful candidate for a special office shall be eligible for any other office.
- o) Officers of the Club shall be eligible for re-election and shall give notice of their intention to see re-election not less than forty eight hours before the time set for the Annual General Meeting, such notice to be in writing and signed by his proposer and seconder and with his consent endorsed.

Notices under this Rule shall be posted at the Club office immediately upon their receipt.

- p) The Officers of the Club ie: President, Vice President, Secretary and Treasurer, shall be held for no longer than 3 years at a time by any one member.

5. THE COMMITTEE

- A. At least three days clear notice shall be given of any Committee meeting.
- B. The Committee may delegate its power to such Sub-Committees as it may appoint but shall be responsible to the Club for the acts and defaults of such Sub-Committees.
- C. The Committee and any Sub-Committee may regulate their meetings and proceedings as they see fit, subject to Rule 6.
- D. The Committee shall have the power to elect suitable persons to be Life Members of the Club.
- E. The Committee shall have the power to elect suitable persons to be Honorary Members of the Club.
- F. The Committee shall have the power to acquire or dispose of land on behalf and in the name of the Club and to erect buildings on any land so acquired.
- G. 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 such sums borrowed and interest thereon, such security as the Committee deems expedient.
- H. The Committee shall have the power to cause the Club to become a member of or affiliated to any Club or Association having objects similar to those of the Club.
- I. The decision of the Committee on the interpretation of the Rules or any other matter or thing not contained in these Rules and which pertains to the Club, its property or interests shall be conclusive and binding on all members of the Club until revoked at a General Meeting.
- J. The Committee shall have the power to make, from time to time, such By-Laws not being inconsistent with these Rules as they may deem to be necessary for the well being of the Club or the advancement of the objects of the Club, and may vary or rescind such By-Laws and such By-Laws shall be binding on every member of the Club until set aside by a General Meeting.
- K. Quorum for Committee Meetings shall be six.

6. ALTERATION OF RULES

These Rules shall not be altered, added to or rescinded except by a resolution passed at an Annual General Meeting or an Extraordinary meeting of the Club by a majority of two thirds of the members present and entitled to vote, notice of the proposed alteration having been given in the Notice of the Meeting.

7. COMPLAINTS AND SUGGESTIONS

Complaints and suggestions pertaining to the affairs, management or conduct of the Club or its Officers or Members or any other matter concerning the Club or its objects shall firstly be made in writing to the Secretary who shall bring them before the Committee for consideration. The Writer may be required to appear before the Committee to support, with evidence his complaint or suggestion.

8. NOTICES

Every Notice required to be given under these Rules shall, unless delivered personally, be deemed to have been received by the person to whom it was addressed within three days from the day it was posted to his address as shown in the Register.

9. ATTENDANCE AT MEETINGS

Should a Committee member fail to attend three (3) consecutive meetings without leave of absence, he shall be deemed to have resigned.

10. RESIGNATIONS

Any member who wishes to resign from membership of the Club or Committee may do so by giving notice of his intention to the Honorary Secretary in writing. Such notice of resignation shall become effective on a date to be agreed upon providing that before the said date the resigning member shall have discharged all debts and liabilities due by him to the Club.

11. EXPULSION

The Committee may, by a majority of two thirds of its members present at a meeting, expel from membership or suspend for any period or reprimand any member wilfully infringing any of these Rules or By-Laws made thereunder, or who is, in the opinion of the Committee guilty of ungentlemanly or other conduct rendering him, in the opinion of the Committee, unfit to be a member of the Club, providing that before expelling him the Committee shall call on him for an explanation of his conduct and shall hear and consider what he may wish to offer in his defence.

12. CASUAL VACANCIES

The Committee shall have the power, should a vacancy occur, for whatever reason, among the Officers of the Club or among the elective members of the Committee prior to the Annual General Meeting, to co-opt a financial member or members to fill such vacancy without the necessity of calling a General Meeting of members.

13. PRESIDENT

The President shall take the chair at all General Meetings, Extra-ordinary General Meetings and Committee Meetings. The President shall have both a deliberative and a casting vote. Should the President be absent the Vice President shall take the chair; should the Vice President be also absent the Meeting shall elect a Chairman from among the members present.

14. SECRETARY

The Secretary shall keep and have custody of:

1. A Minute Book containing full and correct Minutes of all meetings.
2. A Register showing names, addresses and occupations of members and the dates at which they became members.
3. Such other books and records as the Committee may from time to time require.

15. TREASURER

The Treasurer shall keep and have custody of:

1. Such books of Account as the Committee may require him to keep.
2. Such other books and records as the Committee may from time to time require.
3. The Treasurer shall forward to the Registrar of Incorporated Societies such return as the Registrar may from time to time require.

16. BANK ACCOUNT

- a) A Bank Account shall be kept at such Bank or Banks as the Committee may from time to time determine. The account shall be operated on by any two of three of such members of the Committee as the Committee shall appoint.

- b) All funds of the Club shall be paid into the Club Bank Account of Accounts and any part thereof may, if the Committee so determine, be invested.

17. AUDITOR

The Auditor shall not be a member of the Committee. A vacancy occurring in the office of Auditor during the year shall be filled by an appointee of the Committee.

18. COMMON SEAL

The Common Seal of the Club shall be in the custody of the Secretary and such Seal shall not be affixed to any instrument except by resolution of the Committee of the Club and in the presence of two members of the Committee for the time being and the Secretary.

19. WINDING UP

In the event of the Club being wound up or upon dissolution of the Club by the Registrar, any assets after all payments of costs, debts and liabilities shall be handed to a society having similar objects to those of this Club as shall be determined by a majority of the members of the Club present at the meeting at which the resolution for winding up is passed.
