

# Constitution of Speedcubing New Zealand Incorporated

## 1.0 Name

The name of the society is Speedcubing New Zealand Incorporated hereinafter referred to as "SNZ".

## 2.0 Objects

The objects of SNZ are;

- 2.1 To foster, promote, develop, and coordinate the sport of speedcubing throughout New Zealand.
- 2.2 To be the National Body for speedcubing in New Zealand.
- 2.3 To support the International Body (World Cube Association) by adhering to their rules and regulations.

## 3.0 Attaining Objects

SNZ shall be empowered to do all things necessary which are incidental to and necessary for the attainment of the objects of SNZ.

## 4.0 Property of SNZ

SNZ must apply all property and income of SNZ towards the promotion of the objects or purposes of SNZ and no part of that property or income to be paid or otherwise distributed, directly or indirectly, to members of SNZ, except in good faith in the promotion of those objects or purposes.

## 5.0 Powers of SNZ (as conferred by Section 13 of the Act).

- 5.1 To acquire, hold, deal with, and dispose of any real or personal property;
- 5.2 To open and operate bank accounts;
- 5.3 To invest its money –
  - (i) in any security in which trust moneys may be invested; or
  - (ii) in any other manner authorised by the rules of SNZ;
- 5.4 To borrow money upon such terms and conditions as SNZ thinks fit;
- 5.5 To give such security for the discharge of liabilities incurred by SNZ as SNZ thinks fit;
- 5.6 To appoint agents and employees to transact any business of SNZ on its behalf for reward or otherwise;
- 5.7 To build construct erect maintain alter and repair any premises building or other structure of any kind and to furnish equip and improve the same for use by SNZ;
- 5.8 Accept donations and gifts in accordance with the objects of SNZ;
- 5.9 Print and publish any information by any media including newsletters, newspapers, articles or leaflets for promotion of SNZ;
- 5.10 Provide gifts and prizes in accordance with the objects of SNZ;
- 5.11 Organise social events for Members and the promotion of SNZ; and
- 5.12 To enter into any other contract SNZ considers necessary or desirable.

## **6.0 Membership**

**6.1** Membership shall be open to any person who wishes to further the interests of SNZ.

**6.2** Any person seeking membership shall make application to the Management Committee, and the Management Committee shall determine whether the application is successful or not.

**6.3** Each person admitted to membership shall be;

**6.3.1** Bound by the Constitution and By-laws of SNZ.

**6.3.2** Come liable for such fees and subscriptions as may be fixed by SNZ.

**6.3.3** Entitled to all advantages and privileges of membership.

### **6.4 Membership Categories**

#### **6.4.1 Ordinary Member**

Any person who is a financial member of SNZ is entitled to hold any office and enjoy the privileges of SNZ.

#### **6.4.2 Social Member**

Persons other than ordinary members who are interested in promoting SNZ, but who do not wish to participate in the playing activities of SNZ, may become a Social Member.

#### **6.4.3 Life Membership**

The Management Committee may elect any member who has given outstanding service to SNZ. Any member may nominate a person to the Management Committee for consideration for Life Membership.

#### **6.4.4 Affiliated Clubs of Teams**

A club or team desirous of becoming an affiliated club or team must take application in accordance with the by-laws of SNZ. Such application must be lodged with the SNZ Secretary on or before a date as determined by the Management Committee of SNZ. Each affiliated club or team shall appoint or elect a delegate as his or her representative to meetings of the Management Committee.

**6.5** The Management Committee shall appoint a member of the Management Committee to maintain an up to date register of members of SNZ.

**6.6** A member may at any reasonable time inspect the records and documents of SNZ.

## **7.0 Termination of Membership**

**7.1** Any person's membership may be terminated by the following events;

**7.1.1** Resignation

**7.1.2** Expulsion

**7.1.3** A Member's annual membership fee remains unpaid after 30 days falling due;

**7.2** The Management Committee shall have the power to suspend or expel any member of SNZ for;

**7.2.1** Any of the events in Item 7.1

**7.2.2** False or inaccurate statements made in the member's application for membership of SNZ.

- 7.2.3** Breach of any rule, regulation or by-law of SNZ and
- 7.2.4** By any act detrimental to SNZ  
After having undertaken due inquiry.

**7.3** Any member who is expelled, suspended or has their membership terminated, shall have the right to appeal against their suspension or expulsion by presenting their case to a General Meeting called for such purpose, and the decision of the General Meeting shall be final.

## **8.0 Management Committee**

- N.B (1) Sometimes called the Executive Committee.  
(2) Committee persons are sometimes referred to as Office Bearers.  
(3) The main Office Bearers are often referred to as The Executive.
- 8.1** Management of SNZ shall be vested in the Management Committee elected by the members at the Annual General Meeting and consisting of;
- 8.1.1** President
  - 8.1.2** Secretary
  - 8.1.3** Treasurer
  - 8.1.4** Club or Team delegates
- 8.2** No person shall hold more than one position on the Management Committee at any one time. A person shall cease to be a member of the Management Committee at the conclusion of the Annual General Meeting which follows his/her election and he will be eligible for re-election.
- 8.3** A quorum of the Management Committee shall be half of its members plus one.
- 8.4** If the President is unable to attend, then a chairperson nominated by the Management Committee shall chair that meeting.
- 8.5** A member of the Management Committee may lose his or her seat on the committee for either of the following;
- 8.5.1** Absence from three or more meetings without leave of absence.
  - 8.5.2** Found not to be a financial member.

## **9.0 Powers of the Management Committee**

- 9.1** The Management Committee shall carry out the day-to-day running of SNZ and shall have the power to;
- 9.1.1** Administer the finances, appoint bankers, and direct the opening of banking accounts for the specific purposes and to transfer funds from one account to another, and to close any such account;
  - 9.1.2** Fix the manner in which such banking accounts shall be operated upon, providing the Management Committee passes all payments;
  - 9.1.3** Fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof;
  - 9.1.4** Adjudicate on all matters brought before it which in any way affect SNZ.
  - 9.1.5** Cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members;
  - 9.1.6** Make, amend and rescind rulings and By-laws;

- 9.1.7** Have the power to form and appoint any sub committee/s as required for specific purposes;
- 9.1.8** May at their discretion employ a person or persons to carry out certain duties required by SNZ, at salaries or remunerations for such period of time, as may be deemed necessary.
- 9.1.9** Should a vacancy occur on the Management Committee during the year, the Management Committee shall appoint a successor until the next Annual General Meeting.
- 9.1.10** Appoint an officer/s or agent of the Management Committee to have custody of the SNZ records, documents and securities.

## **10.0 Auditor**

- 10.1** The Annual General Meeting may by majority vote elect or appoint an Auditor.
- 10.2** The Auditor shall examine and audit all the books and accounts of SNZ, and shall certify that they are correct.

## **11.0 General Meetings**

### **11.1 Annual General Meeting**

- 11.1.1** The Annual General Meeting of SNZ must be held within nine months of the end of SNZ's financial year.
- 11.1.2** The Secretary shall give at least fourteen days notice of the date of the Annual General Meeting, to members.
- 11.1.3** All financial members may attend the Annual General Meeting.
- 11.1.4** The quorum at the Annual General Meeting shall be a minimum of five members. If, at the end of 30 minutes after the time appointed in the notice for the opening of the Meeting, there be no quorum the meeting shall stand and adjourn for one week. If at such meeting there is no quorum those members present shall be competent to discharge the business of the meeting.
- 11.1.5** The agenda for an Annual General Meeting shall be;
  - Opening of Meeting
  - Apologies
  - Confirmation of Minutes of previous Annual General Meeting
  - Presentation of Annual Report
  - Adoption of Annual Report
  - Presentation of Treasurer's statement
  - Election of New Executive
  - Vote of thanks to outgoing Executive
  - Determination of Annual Membership Fee
  - Notice/s of Motion
  - Urgent general business
  - Closure

## **11.2 General Meetings**

- 11.2.1** General Meetings may be called by the Management Committee or at the request of the President and Secretary or on the written request of five members of SNZ.
- 11.2.2** The Secretary shall give at least seven days notice of the date of the General Meeting to the members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.
- 11.2.3** The quorum at the General Meeting shall be a minimum of five members.

## **12.0 Voting**

- 12.1** Voting powers at the Annual General Meeting and General Meetings:
  - 12.1.1** The President shall be entitled to a deliberate vote and, in the event of a tied vote; the President shall exercise a casting vote.
  - 12.1.2** Each individual financial member present shall have one vote.
- 12.2** Voting powers at Management Committee Meetings;
  - 12.2.1** The President shall be entitled to a deliberate vote, and, in the event of a tied vote, the President shall exercise a casting vote.
  - 12.2.2** Each individual committee member present shall have one vote.

## **13.0 Finance**

- 13.1** All funds of SNZ shall be deposited into SNZ's accounts at such a bank or recognised financial institution as the Management Committee may determine.
- 13.2** All accounts due by SNZ shall be paid by cheque or online banking with two signatories after having being passed for payment at the Management Committee Meeting and when immediate payment is necessary, account/s shall be paid and the action endorsed at the next Management Committee Meeting.
- 13.3** The Secretary shall not spend more than a set amount Petty Cash without the consent of the Management Committee, and shall keep a record of such expenditure in a Petty Cash Book.
- 13.4** A statement showing the financial position of SNZ shall be tabled at each Management Committee Meeting by the Treasurer.
- 13.5** A statement of Income and Expenditure, Assets and Liabilities shall be submitted to the Annual General Meeting.
- 13.6** The financial year of SNZ shall commence on 1 April of every year and ends on 31 March of the following year.
- 13.7** The signatories to SNZ's account/s will be the Treasurer and any one from the following:
  - President
  - Secretary
- 13.8** All property and income of SNZ will apply solely to the promotion of the objects of SNZ and no part of the property or income shall be paid or otherwise distributed, directly, or indirectly, to members, except in good faith in the promotion of these objects.

#### **14.0 Common Seal**

(A rubber stamp on which is engraved SNZ's name)

The common seal of SNZ shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or document except pursuant to a resolution of the Management Committee and in the presence of at least the President and two members of the Committee, both of whom shall subscribe their names as witnesses.

#### **15.0 Alterations to the Constitution and By-laws:**

**15.1** No alteration, repeal or addition shall be made to the Constitution except at the Annual General Meeting, or General Meeting, called for that purpose and notice of all motions to alter, repeal or add to the Constitution shall be given to members fourteen days prior to the Annual General meeting, or seven days prior to a General Meeting called for such purpose.

**15.2** The Secretary shall forward such notices of motion to each Management Committee member at least fourteen days prior to the Annual General Meeting or seven days prior to a General Meeting.

**15.3** Alterations to the By-laws can be made only at Management Committee Meetings provided notice of the proposed alteration/s has been duly notified to Committee Members.

**15.4** Such motions, or any part thereof, shall be of no effect unless passed by a seventy-five percent (75%) majority (Special Resolution) of those present and entitled to a vote at the Annual General Meeting, General Meeting or Management Committee Meeting, as the case may be.

**15.5** Within one month of the passing of a Special Resolution, the Secretary shall notify the Department of Consumer and Employment Protection of the amendment.

(In the case of a licensed club, the Director of Liquor Licensing must also be notified.)

#### **16.0 Dissolution**

If a decision is made to wind up or dissolve SNZ and any property remains after the settlement of SNZ's debts and liabilities, that property must be used to further a charitable purpose or purposes as defined in section 5(1) of the Charities Act 2005.