

Constitution of the North Harbour Snow Sports Club, Inc.

1 Name

- 1.1 The club will be known as the North Harbour Snow Sports Club, Inc
- 1.2 The society is constituted by resolution dated XXXX
- 1.3 The registered address of the club shall be 41 Sunnyside Road, Coatesville.

2 Objectives

- 2.1 The objectives of the club are:
 - The promotion of snow sports, both competitive and recreational
 - Providing financial support for snow sport athletes
 - Assisting snow sport athletes with the management of their competitive careers
 - Any activity which promotes the general objectives of the Club

3 Privacy

- 3.1 The Club will keep all personal information about members confidential. Personal information about a member may only be distributed outside the Committee with the written consent of that member.

4 Membership

- 4.1 Membership is open to anyone who shares an interest in the objectives of the club, without regard to race, nationality, sex or any other defining characteristic.
- 4.2 There will be three types of membership:
 - Ordinary
 - Athlete
 - Patron
- 4.3 Members may be of any age, however only members aged 16 or over will have the right to hold office or vote at general meetings.
- 4.4 Ordinary memberships may be granted to individuals or families. In the case of a family membership, each family member over the age of 16 will be entitled to the same rights as if they were an individual member. The number of family members who can join the club as a family member is limited to 6. Each family member must be recorded separately on the club membership list.

- 4.5 Athlete memberships may be granted by the Committee to members who indicate they are pursuing competitive snow sports.
- 4.6 The rules governing the granting of Athlete membership will be determined by the committee.
- 4.7 Patron membership will be granted by unanimous vote of the Committee to persons that the Committee believe will assist the club to further its objectives. Patron membership is granted for a term as stated in the resolution that grants such a membership.
- 4.8 Applications for membership must be provided in writing or on a membership form provided by the Club.
- 4.9 Membership will be granted by simple majority vote of the committee.
- 4.10 Members may resign at any time by notifying the Club Secretary in writing.
- 4.11 If any member brings the Club into disrepute, or acts in a manner contrary to the interests of the Club, the Committee may, with the unanimous consent of all Committee members, cancel the membership of that member. Any membership fee paid by that ex-member in the year of cancellation will be returned to that ex-member.

5 Membership Fees

- 5.1 Membership fees shall be determined by the committee, and notified to members 21 days prior to the Annual General.
- 5.2 The relevant membership fee for each financial year must be paid prior to the Annual General meeting held in that financial year. Only members who have paid their membership are entitled to attend or vote at meetings.

6 Meetings

- 6.1 The Club will allow four types of meeting:
 - Annual General Meeting
 - Special Annual General Meeting
 - Extraordinary General Meeting
 - Committee Meeting
- 6.2 Meetings shall be held at a venue to be determined by the committee. Any venue shall be reasonably accessible to members.
- 6.3 Annual General Meeting and Special Annual General Meeting

- 6.3.a An annual general meeting will be held in the months of April or May each year.
- 6.3.b Notice of the annual general meeting must be provided 21 days in advance by any one or more of the following methods:
- A notice posted on the Club Noticeboard
 - A letter sent to the postal address recorded on the club database of each member
 - An email sent to the email address recorded on the club database of each member
 - A public notice in the North Harbour News Community newspaper.
- 6.3.c A quorum for the Annual General Meeting will consist of at least 12 current members. Written proxies are acceptable. Members may vote by proxy on any motion which has been advertised as part of the notice for the annual general meeting.
- 6.3.d If a quorum is not present at the Annual General Meeting, the President shall call a Special Annual General Meeting to be held within a further 21 days. Notice to members shall again be provided to members using any one of the notification methods in Rule 6.3.b. So long as 3 committee members or their proxies are in attendance at the Special Annual General Meeting a quorum shall be deemed to have been achieved.

6.4 Extra-Ordinary General Meeting

- 6.4.a If a simple majority of the current members petitions the committee to hold an Extra-Ordinary General Meeting, the committee must give 21 days notice of an Extra-Ordinary Meeting, following the procedure of rules 6.3.b and 6.3.c.
- 6.4.b If a quorum of at least 50% of current members is not physically present at the Extra-Ordinary General Meeting, the meeting will be terminated and no further arrangements will be made to hold one.

6.5 Committee Meeting

- 6.5.a A committee meeting will be held as and when determined by the President.
- 6.5.b A quorum for a Committee meeting will consist of at least 3 committee members.

7 Constitution

- 7.1 The constitution of the club may be changed or a new constitution adopted, by a two thirds majority of members present at an Annual General Meeting, a Special Annual General Meeting, or an Extraordinary General Meeting.

8 Appointment of Officers

- 8.1 Officers of the club will consist of:
- President
 - Vice President
 - Secretary
 - Treasurer
- 8.2 Each member of the committee shall have one vote at Committee Meetings. In the event of a voting deadlock, the President will have a casting vote.
- 8.3 Up to three additional committee members may be appointed by the Officers of the Club using the normal committee voting rules. Once appointed, additional committee members have the same voting rights as Officers of the Club.
- 8.4 The term of all office for all Committee members will expire at the Annual General Meeting. Elections for Officers of the Club must be held at each Annual General Meeting.

9 Financial Matters

- 9.1 The financial year of the Club will run from 1 April to 31 March
- 9.2 Accounts for each financial year must be presented at the Annual General Meeting immediately after that financial year.
- 9.3 The accounts need not be audited, unless a resolution is passed at a general meeting by a simple majority of those present requiring a specific set of accounts to be audited, or if the committee at any time deems it necessary.
- 9.4 The Club may prudently borrow money to assist the club in meeting the Club objectives.

- 9.5 Any surplus funds may be invested in a prudent manner. Any investment must not create an actual or apparent conflict of interest for any Club or Committee member.
- 9.6 The Club will operate bank accounts as deemed necessary. Cheques must be signed by the Treasurer and one other Officer of the Club.

10 Signing of Documents

- 10.1 The Club shall have a common seal. A document shall be executed on behalf of the Society if:
- (a) The common seal is attached to the document; and
- (b) The document is witnessed by any one of the President, Vice-President, Secretary, or Treasurer, and countersigned by one other member of the Committee.

11 Grants to members

- 11.1 From time to time, the club may invite Athlete members to apply for grants to further their competitive snow sports career. Application forms shall be made available by the committee.
- 11.2 Only athlete members (or their legal guardian) shall be entitled to receive grants from the Club.
- 11.3 Any grant is conditional on being used for the purpose for which it was applied. The Club may as a condition of the grant, require proof of correct expenditure of the grant.
- 11.4 The committee may also approach athlete members and invite them to apply for grants for a specific purpose.
- 11.5 The criteria for approving grants shall be determined by the committee, and shall be available to a members on written request to the Committee by that member.
- 11.6 The criteria may address such issues as:
- The purpose for which a grant will be used
 - The potential of the athlete to perform at a high level
 - Advice received from coaches and other interested parties
 - The amount of money available to the club
 - Any other issue that the Committee believes is relevant
- 11.7 A list of any grants made by the committee will be made available to the members at the Annual General Meeting. At any time, a member may request in writing, a list of grants made in the current financial year.

- 11.8 The Committee's decision on allocating grants will be final and not subject to appeal by members.

12 Winding up of the Club

- 12.1 If a simple majority of the entire current membership votes at an Annual General Meeting, a Special Annual General Meeting, or an Extra-ordinary General Meeting vote to wind up the Club, the Club shall be wound up. Votes may be made by written proxy.
- 12.2 On winding up the Club, any assets of the Club will be donated to Ski Racing New Zealand.