



# **KAMO CLUB Inc**

# **Rule Book**

**August 2018**

**REGISTERED OFFICE: 7 – 11 MELDRUM STREET – KAMO -  
WHANGAREI 2.0**

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## **RULES OF THE Kamo Club (INCORPORATED)**

### **NAME**

**1.0** The name of the club shall be The Kamo Club, (Incorporated), hereinafter referred to as “the Club”.

### **REGISTERED OFFICE**

**2.0** The registered office of the Club shall be at the Club’s buildings, Meldrum St, Kamo or such place as the Board shall from time to time appoint.

### **OBJECTIVES**

**3.0** The objects for which the Club is established are:-

(1) To conduct, administer and maintain a Chartered Club for it’s members and for such persons as are authorised from time to time in accordance with the terms of any charter and/or licenses granted to the Club.

(2) To provide amenities and cultural activities and promote sports and generally to provide an atmosphere where the members may meet and enjoy the companionship with one another.

### **MEMBERSHIP**

**4.0** Membership of the Club shall consist of Ordinary Members, Youth Members, Life Members and Restricted Members and shall comprise:

(1) **Life Members** elected as such pursuant to Rule 9.0 hereof.

(2) **Ordinary Members** shall be Persons of not less than 18 years of age or such lower age as may be authorised by the Sale of Liquor Act 1989 and its amendments or any Acts or Act passed in substitution thereof.

(3) a) **Youth Members** shall be persons aged 12 years to 18 years or legal drinking age. Such persons will be nominated by the Kamo Club Section they belong to, these applications must obtain Board approval.

b) Upon reaching the age of 18 or legal drinking age, Youth Members are eligible to apply for Ordinary Membership.

c) Members shall automatically lose their Youth Membership status:

i) Three months after reaching 18 years of age or legal drinking age; or

ii) Upon admission as an Ordinary Member, whichever is first.

**4.1** Life and Ordinary Members shall be entitled to rights and privileges as follows:-

- (1) entry to the Club premises during such hours as may be defined by the Board (see Rule 28.0)
- (2) the right to hold office in accordance with the rules of the Club.
- (3) an equal voice in all business of the Club.
- (4) the privilege of admission to any chartered club with which the club has reciprocal rights.

**4.2** Youth Members shall be entitled to utilise the Clubs facilities under the following conditions:-

- (1) When present in the Club the Youth Member must be accompanied by his or her Parent or Guardian. (2) The Parent or Guardian mentioned in 4.2(1) must be a fully Financial Member of the Club. (3) Youth Members will not have the right to vote or partake in the business of the Club.
- (4) Youth Members will not have the right to sign in guests.
- (5) Youth Members will have a special membership number, which will not be eligible for the snowball draw and associated door sweep lotteries.
- (6) For the interpretation of Rule 10.1(6) time as a Youth Member will not qualify a person to be able to stand as a Board Member.
- (7) Youth Members may participate in all Club and Section competitions.
- (8) Youth Members may represent the Club at Regional, Island and National Tournaments provided that the Tournament Host Club has acknowledged their acceptance that Youth Members can be in their Club facilities and participate in the tournament.
- (9) **Restricted Membership** is covered in Rule **29.6**

**4.3** Employees of the Club shall not be eligible for membership.

#### **ADMISSION OF MEMBERS**

**5.0** Each candidate for membership shall be nominated in writing by two financial members of the Club who have been members for the preceding twelve (12) months, on the form provided for the purpose. The nomination form shall include the forenames, surname, age,

residential address and occupation of the candidate and an undertaking that they will abide by the Rules of the Club. The names of candidates shall be posted on the Club's notice board for one month prior to election.

**5.1** The Board shall have the right to accept or reject any nomination.

**5.2** Nominee Members List: A list of nominees received under rule 5.0 shall be formed. From this list the Board will select new full members.

Nominees on the list shall be entitled to enjoy entry to the Club premises during such hours as may be defined by the Board.

### **TERMINATION OF MEMBERSHIP**

**6.0** By Resignation: Members may resign their membership by letter addressed to the CEO of the Club to that effect and by paying all subscriptions owing at the date of such letter of resignation.

**6.1** By expulsion or suspension: Members who misconduct themselves or commit offences under these Rules render themselves liable to expulsion or suspension on the majority decision of the Disciplinary Committee; Members shall have the right to appear and be heard at any meeting of the Disciplinary Committee considering a complaint against them.

**6.2** Appeal: Any Member expelled or any Member suspended for a period exceeding 12 months shall have the right of appeal to the Board. Such appeal must be brought by Notice in writing delivered to the Club's registered office within 14 days of the date of the decision being appealed. At the hearing of Appeal the Board shall receive a report from the Disciplinary Committee as to its findings and decision. The Member bringing the appeal shall have the right to appear and be heard at the hearing of the Appeal. No Member of the Disciplinary Committee involved in the decision the subject of the appeal shall participate in the decision by the Board on the appeal. The decision of the Board on the appeal shall be by the majority of those Members present at the hearing of the Appeal and the decision of the Board on the appeal shall be final and binding.

### **SUBSCRIPTIONS**

**7.0** All subscriptions shall be paid yearly in advance. The annual subscriptions for Ordinary Members and Youth Members shall be such respective sums as shall from time to time be determined by Members in Annual General Meetings or at such a Special General Meeting called for that purpose.

**7.1** The subscription year of the club shall commence on the first (1st) day of November in each year. Subscriptions paid in full before the thirtieth (30th) day of November shall be eligible for a prompt payment discount of one third (1/3rd).

**7.2** Subscriptions not paid before the close of business on the 30th of November shall render the member in arrears and then provisions of Rule 8.0 shall apply

### **ARREARS**

**8.0** Any member whose subscription or dues are in arrears, shall be classified as an un-financial member and shall automatically surrender all rights and privileges as contained in Rule 4.1. un-financial members shall have until 31st December in that year to reinstate full membership upon payment of the subscription. Any member whose subscription or dues are in arrears as at the close of business on 31st December, shall be struck off the register of members.

**8.1** Any member absent from New Zealand, or incapacitated through illness, accident or distress may, in writing given to the CEO, have the subscription suspended, remitted or discounted.

### **LIFE MEMBERS**

**9.0** The Club in Annual General Meeting, upon recommendation by the Board, or upon the motion of any member, may elect by ballot, to grant life membership to any member for meritorious service rendered to or on behalf of the club.

**9.1** Notice of intention to recommend shall be in writing to the CEO and posted on the Club's notice board for twenty-one (21) clear days prior to the Annual General Meeting.

**9.2** Life Members shall be exempt from annual subscription.

### **BOARD**

**10.0** The general business, management and control of the club shall be conducted by a Board of Management comprising -

(1) Executive Board Members (1) President (2) Vice President (3) Secretary (4) Treasurer (2) Ordinary Board Members (Six Positions) Provided that the offices of Secretary and Treasurer may be held by the same person who shall be designated "Secretary / Treasurer" and the office of Secretary may be held by a Manager appointed under rule 14 hereof who shall be designated the "Chief Executive Officer"

**10.1** The Board shall be elected in the following manner:-

(1) Nominations shall be made in writing on a form provided for the purpose and shall be deposited with the CEO by 8.00pm at least twenty- one (21) clear days prior to the Annual General Meeting. The proposer and seconder shall, at the date of nomination, be financial members of the Club and have been so for the preceding twelve (12) months. If either is not then the nomination shall be void.

(2) The election of the Board shall be by secret ballot at the Club's Annual General Meeting.

(3)(a) If the President, Vice President, Treasurer, or any Ordinary Board

Member dies, resigns, refuses to act or becomes incapacitated from action, or if there be any defect in the number of members on the Board, then any vacancy, shall be filled as follows:

(b) Where such vacancy occurs in the office of President, the Vice- President shall automatically be elected to fill such vacancy.

(c) Where such a vacancy occurs in the office of Vice-President or Treasurer, the Board shall forthwith elect one of their number to fill such vacancy.

(d) Where such vacancy occurs in the office of Ordinary Board Member, the unsuccessful candidate for the office of Ordinary Board Member, who polled the highest number of votes at the election previous to the vacancy occurring shall fill such vacancy.

(e) Should there be a defect in the numbers of the Board not otherwise provided for under these Rules, the Board may fill such vacancy or vacancies.

(4) Any Executive Board Member appointed after the date of the annual election shall hold office only until the next annual election. Any Ordinary Board Member appointed after the date of the annual election shall hold office for the balance of the term of the Ordinary Board Member in respect of whom the extraordinary vacancy on the Board has occurred.

(5) The President, Vice-President, Secretary, Treasurer and Ordinary Board Members shall be eligible for re-election.

(6) Every candidate for office as an Executive Board Member, shall have served at least two (2) years as an Ordinary Board Member. Every candidate for office as an Ordinary Board Member must have been a member of the Club for at least two (2) years.

(7) A member may be a candidate for, but shall not hold, more than one office. In the case of plural nominations, the order of voting for office shall be: President, Vice-President, Secretary, Treasurer, Ordinary Board Members.

(8) For any office other than that currently held, and if successful the vacancy so caused on the Board shall be an extraordinary vacancy if not filled at the Annual General Meeting.

(9) Any member who has been suspended by the Board for misconduct shall not be eligible for office within two (2) years from the conclusion of such suspension.



(10) No candidate shall be entitled to canvas for votes or support at a Club election by advertisement, circular, letter or ticket. Any candidate infringing this rule or allowing any other person to solicit votes or support for the, shall be automatically disqualified from that election.

(11) The Executive Board Members and Auditors shall hold office for

Twelve (12) months, Ordinary Board Members for twenty-four

(24) Months, retiring at the Annual General Meeting but shall be

Eligible for re-election. Three Ordinary Board Member positions shall retire each year.

(12) The position of Patron shall be decided by nomination as provided in this

rule and once elected by members present at the Annual General

Meeting shall hold office until such time as the office holder dies,

resigns, refuses to act, or becomes incapacitated from acting.

(13) If the number of candidates for any office does not exceed the number required to be elected, the members nominated shall be declared elected at the time fixed for the declaration of elections.

(14) The Club's CEO shall act as Returning Officer and shall issue a ballot paper to each Financial Member and Life Member present at the General Meeting who shall lodge a completed ballot paper in a box provided by the Returning Office. Rules 21.1 and 21.2 shall apply to the election of officers.

(15) Scrutineers shall be elected by members at the General Meeting.

(16) Any paid official or servant of the Club endeavouring to influence the result of an election shall be liable to summary dismissal.

**10.2** A member of the Board shall vacate his office if he:-

(1) Is absent from three (3) consecutive meetings of the Board without leave of the Board.

(2) Resigns by giving notice in writing to the Board.

(3) Does not resign within seven (7) days of the Board giving notice in writing, calling for a resignation, for any reason the Board deems expedient.

## **PRESIDENT AND VICE PRESIDENT**

**11.0** The President shall preside at all meetings of the Club and the Board. In the President's absence the Vice President shall preside and failing both attending the meeting shall elect a chairperson. The chairperson of any meeting shall have a deliberate and casting vote.

**11.1** The President and Vice President shall be ex-officio members of all sub-committees. The President and the Vice President shall have the right of entry upon the club premises or buildings at any time.

**11.2** The President, Vice President, Board Member, chairperson of any meeting of the Club and/or of the Board shall have the power to peremptorily suspend a member from the privileges of the Club who shall, after having been duly warned, persists in creating a disturbance at any meeting or entertainment.

## **TREASURER**

**12.0** The Treasurer shall ensure that the Secretary / CEO / Manager pays into the Bank for the credit of the Club all moneys received and shall furnish the Committee at each ordinary meeting with a detailed report of the previous month's receipts and payments.

## **AUDITOR**

**13.0** An auditor, who shall be a member of the Institute of Chartered Accountants of New Zealand, shall be appointed by the members annually. The auditor shall not hold any office in the Club. The Auditor shall have the right to attend any meeting of the Club at which the Club's financial affairs are under discussion.

## **MANAGER**

**14.0** The Committee may appoint a Manager who shall be responsible for the day to day maintenance, cleanliness and service of the Club; engagement and dismissal of such employees as may be essential in providing for the adequate and efficient maintenance, control and operation of the Club and such other duties as contribute to the position. The Manager's salary and remuneration shall be determined by the Board.

**14.1** In the absence of the Manager the Senior Steward shall be responsible for the performance of the duties of the Manager.

## **SECRETARY**

**15.0** The Board shall appoint a Secretary whose duties shall be to attend to the accounting and clerical duties of the Club; to take minutes of the Board and General Meeting and generally to conform to such regulations as shall from time-to-time be in force and/or is required by the Board. Salary and remuneration shall be determined by the Board.

**15.1** Nothing in Rule 10.1 and 15.0 shall preclude the engaging of outside professional services in the performance of any of the above duties or from combining the office of Secretary with that of Manager and creating the position of CEO.

#### **EXPENSE ACCOUNTS**

**16.0** Expense accounts to President, Vice President, Secretary, Treasurer, shall be determined annually by the Board.

#### **ANNUAL GENERAL MEETING**

**17.0** The Annual General Meeting of the Club shall be held not later than the second Sunday in August in each year, at such time and place as shall be fixed by the Board. At least fourteen (14) days' notice of such Annual General Meeting stating the nature of the business to be brought before the meeting shall be given by notice posted on the Club's notice board and a copy of such notice shall be posted on the Kamo Club website, Emailed in a specific Newsletter and copies available from the Kamo Club Office (7) clear days prior to the date of the meeting.

#### **SPECIAL GENERAL MEETING**

**18.0** The President shall call a Special General Meeting of members at any time within twenty one (21) days upon request by resolution of the Board or upon receipt of a requisition signed by not less than ten percent (10%) of financial members and stating the purpose for which the meeting is desired. Similar notice shall be given to members as for an A.G.M. together with the purpose of the meeting being called.

**18.1** At a Special General meeting no business, other than that for which the meeting was called, shall be dealt with.

#### **BOARD MEETINGS**

**19.0** The Board shall meet regularly and at least once in each calendar month at a time and place to be determined by the Board.

#### **CONDUCT OF GENERAL MEETINGS**

**20.0** At the Annual General Meeting the first business shall be the discussion and adoption of the Annual Report and Balance Sheet. The adoption of the Report and Balance Sheet having been moved and seconded, any member may without notice ask any question or move any resolution relative to the Reports or Balance Sheet.

**20.1** Any member intending to move a resolution bearing on upon the management of the Club during the past financial year or regarding any other matter, must unless by resolution can be founded on the Report or Balance Sheet, file notice of motion, by handing same to CEO twenty- one (21) days before the meeting and such notice of motion shall be forwarded to each member with the notice of meeting.

**20.2** The usual rules of debate shall be followed, each member speaking once only to each motion or amendment except the mover who may reply. The mover of any resolution or substantial amendment shall have been allowed five (5) minutes in which to introduce the proposition and then ten (10) minutes for reply, or vice versa. Any other speaker will be allowed five (5) minutes. The chairperson shall decide whether any amendment proposed is a substantial amendment or not. If freer discussion on any subject is desired, any member may move that the meeting go into committee on that subject and such motion shall be immediately put and decided by a show of hands. In committee no member shall speak for more than five (5) minutes at a time. When in committee any member may move that the ordinary meeting shall be resumed, and such motion shall be immediately put and decided by a show of hands.

**20.3** Any General Meeting may be adjourned to a time not exceeding fourteen (14) days thereafter. In the event of there being no quorum within half an hour of the time fixed for a General Meeting, the meeting shall stand adjourned for not more than fourteen (14) days, the new date to be fixed by the Board who shall give at least three (3) days notice of the meeting by advertisement and notice on the notice board. In the event of there being no quorum the meeting shall lapse.

#### **VOTING**

**21.0** At any General and/or Special Meeting of members every member shall be entitled to be present and, to file one vote on every question, provided however that in case of equality of votes the chairperson of the meeting shall have a second or casting vote. Voting shall be on the voice in the first instance, provided however that the chairperson may, and on the application of three members shall call for a show of hands. On a motion passed by a majority of those present the vote shall be taken by secret ballot. Rule 10.1 (14) applies.

**21.1** A voter may vote for one or more candidates on the voting paper up to the full number of candidates required to be elected. Every voting paper, on which the number of votes made exceeds the number of candidates required to be elected, shall be rejected as informal.

**21.2** Recount of Votes: Where a candidate for any office has a reason to believe that the declaration of the number of votes cast or the number of votes received by the candidate is incorrect, the candidate may apply to the President of that meeting for a recount of votes. If on recount, the declaration is incorrect the ballot shall be null and void and a further ballot shall take place forthwith.

**QUORUM**

**22.0** The Quorum for:-

- (1) a meeting of the Board shall be not less than six (6) of its members.
- (2) a General Meeting of the Club shall be no less than one hundred and fifty (150) of the members.

**ACCOUNTS**

**23.0** The Board shall cause to be kept true accounts:

- (1) Of all sums of money received, and expended by the Club and details in respect of how such receipt and expenditure has taken place.
- (2) Of all assets, credits and liabilities of the Club including any charges and / or securities affecting any property of the Club.
- (3) The financial year of the club shall begin on the first day of June in each year and shall end on the thirty first day of May in each year.
- (4) The books of account shall be kept at the office of the Club or such place as the Board may determine and shall be open to the inspection of any active member at reasonable times. All monies received shall be forthwith paid into a bank approved by the Board after being entered in the books of the Club as having been received.
- (5) All payments shall be reported to the Board for confirmation at the meeting next following pay out, and payment of all monies on behalf of the Club shall be made by cheque signed by the Treasurer and authorised signatories as appointed by the Board.
- (6) At every Annual Meeting of the Club the Board shall present a statement of the income and expenditure and a balance sheet containing a summary of the assets and liabilities of the Club made up to the date of the end of the Club's financial year. Every such statement shall be accompanied by a report from the Board as to the state of the Club.
- (7) The Club shall make returns required by Section 23 of the Incorporated Societies Act 1908, or by such other statutory provision for the time being in force and shall comply with all the requirements of such Statutes and Regulations.

**SEAL**

**24.0** The Club shall have a Common Seal which shall be kept in the custody of and under the control of the CEO or the Club's solicitor and the documents to be executed by the Club of

whatsoever nature shall be available to every member of the Club and shall be executed with the following attestation clause pursuant to a resolution of the Board. "The Common Seal of The Kamo Club (Incorporated) was hereunto affixed by the CEO in the presence of the Club President."

### **BOARD'S POWERS AND DUTIES**

**25.0** In addition to the other powers invested in the Board, it is hereby expressly directed that the Board shall be entrusted with and may perform and exercise the following powers and duties (subject however to the approval of a General Meeting where the transaction involves real or leasehold property):

- (1) to take on lease, hire or otherwise acquire any real or personal property or rights or privileges which the Club may think necessary or convenient for the purpose of furthering the object of the Club.
- (2) to invest such of the funds as may not be wanted to meet the Club's usual accruing liabilities. Any money which may be so invested shall, from time to time, whenever the Board requires, be withdrawn from investment and repaid to the working account of the Club. The Board may hold, purchase, acquire by gift, devise, bequest or otherwise, or take on lease in the name of the Club, any land in the city of Whangarei; and may with like consent, sell, exchange, mortgage, lease or build upon the same, with the power to alter and pull down buildings and rebuild.
- (3) to make Regulations and By-laws for the conduct of the Club and the discipline required of members. All such Regulations and By-laws shall be submitted to the next General Meeting of members for approval.
- (4) to appoint, suspend, or dismiss (summarily or otherwise) any salaried officer of the Club, and any such action shall be final.
- (5) From time to time at its discretion to appoint a Committee of the Club ("the Disciplinary Committee") which shall comprise not less than three members of whom at least one shall be a Member of the Board of Management and the Disciplinary Committee may thereafter at its discretion hold an enquiry into alleged misconduct or conduct prejudicial to the peace and harmony of the Club or wilful infringement of the rules or By-laws by any Member. The Disciplinary Committee shall have the power to expel or suspend any Member for misconduct or conduct prejudicial to the peace and harmony of the Club or wilful infringement of the rules or By-laws and the Member must be immediately informed of the Disciplinary Committee's decision by letter directed to the Member's last known address. The decision of the Disciplinary Committee shall be final and binding subject to the right of appeal provided in Rule 6.2.

(6) to entertain complaints in connection with the Club, and suggestions for improvement of the Club made in writing.

(7) to take stock, not less than 4 times in each year and annually may take an inventory and valuation of all furniture and effects, but shall do so every five (5) years.

(8) to do all such things as in the opinion of the Club may be incidental to the attainment of any of the Club's objects or the exercise of any of the foregoing powers and duties.

### **SPECIAL EXPENDITURE**

**26.0** Any delegates other than paid servants of the Club, elected or selected to represent the Club at the annual conference or any other club business shall be reimbursed, at an amount decided by each Annual General Meeting following the election.

### **BORROWING MONEY**

**27.0** The club shall have power to borrow or raise or give security for money by the issue of or upon bonds, debenture, debenture stock, bills or exchange promissory notes or other obligations or securities of the Club by mortgage or charge upon all or any of the property of the Club or without security and upon terms as to priority or otherwise as the Club shall think fit.

**27.1** Indemnity: The Board, and each and every one, of them shall be fully indemnified by and out of the funds of the Club against any loss, damage, expense or liability incurred by reason of or connection with any legal proceedings instituted against them or any of them for any act done, omitted or suffered in relation to the performance or professed performance of any of their duties.

### **CLUB HOURS**

**28.0** Club hours of opening shall be at the discretion of the Committee and subject to the Sale of Liquor Act and its amendments.

### **GUESTS AND VISITORS**

**29.0** The Club, under its Club Licence or Off Licence, must ensure that alcohol is only sold or supplied to Members, Authorised Customers or Authorised Visitors for consumption on (Club Licence) or off (Off Licence) the Club's premises.

**29.1** Any Member may invite any person as an Authorised Customer (hereon referred to as a guest) to the Club in accordance with the following:

(a) By entering Club premises, a guest agrees to abide by these Rules.

(b) All guests shall enter their name and address in the Club's signing in register each time they visit the Club.

(c) The Member accompanying a guest shall also sign the Club's signing in register and will at all times be responsible for the conduct of the guest.

(d) No guests shall be sold or supplied alcohol on Club premises unless the guest is present on the invitation of a Member and is in the company of the Member and the alcohol is supplied for consumption on the premises.

**29.2** Authorised Visitor (hereon referred to as a visitor) who is a member of an affiliated club visiting the Club:

(a) is deemed to agree to abide by these Rules;

(b) has the same rights as Members to be sold or supplied alcohol for consumption on or off Club premises, provided he/she has produced sufficient evidence to an officer of the Club or member of its staff that he/she is a member of an affiliated club. 29.3 Any member inviting a guest or a visitor is responsible to see they are suitably attired and for their orderly conduct.

**29.4** No member shall introduce as a guest or visitor to the Club premises, or part thereof:

(a) Any person who has been expelled from any Associated Club.

(b) Any member who has been suspended and whose suspension remains current.

(c) Any person who has been refused election as a member.

(d) Any person who has been requested by the Board to resign from membership of the Club.

**29.5** Spouses and/or partners of any member may, at the discretion of the Board, and having signed the appropriate visitors book, be admitted to the Club on a regular or frequent basis.

#### **RESTRICTED MEMBERSHIP**

**29.6** The Club may from time to time with the approval of the Executive Board and Management of the Kamo Club approve Restricted Membership on the following basis.

Restricted Member.

1. Shall be entitled to entry of the Club during all times that the Club is open on a one to seven day maximum membership.
2. Must agree and abide by the rules of the Kamo Club.



3. May not hold office or exercise any voting rights or any other full membership benefits.
4. Are not eligible for benefits, admission or privileges or arrangements held by the Club with other organisation or Clubs would not be eligible for the Membership Draw A or B.
5. Must carry evidence of Restricted Membership as issued and produce the same on request to any person authorised by the Executive Committee or Management to make the request.
6. Are not entitled to reciprocal visiting rights.
7. May not sign in other guests
8. May be subject to other restrictions as determined from time to time by the Executive Committee.
9. May be subject to a daily charge as set by the Executive Committee from time to time.
10. Are only eligible to apply for Restricted Membership three (3) times in any one calendar year.
11. Under the Sale and Supply of Alcohol Act and amendments, Restricted Members may be served Alcohol provided they are 18 years of age or over.

#### **OFFENCES**

**30.0** Members who have been convicted of any criminal offence after election to the Club which in the opinion of a majority of the Board involves conduct unbecoming to the character of a member or is prejudicial to the interests of the club shall immediately be liable for suspension from the club but can be re-elected after a period of 12 months from the date of suspension provided that the majority of the Board then in office vote in favour of such re-election

#### **CLAIMS TO CLUB PROPERTY**

**31.0** No expelled or retiring or forfeiting member shall have any claims upon the Board or the club either collectively or individually or to any property of the Club.

#### **DISPUTES**

**32.0** Every dispute under these rules, between a member or person claiming through a member, and the Club or an officer of the Club, shall be decided by the Board and the decision shall be binding and conclusive on all parties without appeal.

**BY LAWS**

**33.0** The members in General Meeting shall have power to make Regulations and By-laws dealing with all matter within the jurisdiction of the Club and not provide for in these Rules.

**33.1** such Regulations or By-laws shall not be inconsistent with or opposed to the provision of the Incorporated Societies Act, 1908 and its amendments or of these Rules

**INTERPRETATION**

**34.0** In such interpretation of these Rules, the decision of the Board shall be final. If such decision by the Board is held in dispute the Club's solicitor shall act as referee and the solicitors decision will be final and binding.

**REVISION OF RULES**

**35.0** These Rules may be altered added to or rescinded by a resolution passed by a majority of the members for the time being entitled to be present and to vote at any General Meeting of which notice specifying the intention to propose the resolution has been duly given according to the Rules.

**DISSOLUTION**

**36.0** In the event that the Club be voluntarily dissolved by Section 24 of the Incorporated Societies Act 1908 and its amendments or in the event of winding up, then all moneys or assets left after payment of all debts and liabilities and costs of dissolution or winding up shall be distributed to a charitable organisation or organisations and in particular no moneys or assets of the Club shall on such dissolution or winding up be distributed to any member or members of the Club. The charitable organisation or organisations to receive such moneys or assets shall be decided upon by the Board of the Club then in office at the time of dissolution or winding up. Notwithstanding the power of the Club to revise the Rules there shall be no power for this Rule 36.0 to be amend in any way as may permit the distribution of moneys or assets to any member or members of the Club.

**GAMING MACHINES**

**37.0** Gaming Machines in the club will be operated in accordance with the Gaming and Lotteries Act 1977 and any subsequent amendments.

**GENERAL**

**38.0** All matters provided for in these Rules shall, at all times, be dealt with in accordance with the following "guiding principles".

(1) That it be accepted that the Club is established primarily for the benefit and convenience of its members.

(2) That the admission of non-members should at all times be subordinate to the comfort, well-being and satisfaction of the Club members.

(3) That the admission of visitors should always be regarded as a privilege of the members, granted to enable them to dispense periodic hospitality to their casual guests and not as a means of augmenting the revenue of the Club.

(4) That at all times the provision of the club's charter as laid down by the Liquor Licensing Authority is to be maintained and upheld.

#### **BY-LAWS**

**B1.0** Under Rule 33.0 the Club may make By-laws (not inconsistent with the Incorporated Societies Act 1908 and not inconsistent with the Sale of Liquor Act 1989) for regulations and management of the club or any part of its business.

**B2.0** The following By-laws do not form part of the rules and may be added to, changed or deleted by the members of the club in terms of Rule 33.0 without reference to the Registrar of Incorporated Societies.

**B2.1** No member shall give any gratuity to any employee of the Club.

**B2.2** Any member removing a book, newspaper or any other article which is the property of the Club from the premises without the consent of the Board or wilfully breaking tearing or damaging any property of the club and refusing to replace or make good the same shall be liable to suspension or expulsion.

**B2.3** Drunkenness, swearing, obscene language and other disorderly conduct shall not be permitted in the Club's premises and Members so conducting themselves may be suspended by a member of the Board or an Officer of the Club who shall thereupon as soon as practice- call refer the matter for consideration by the Disciplinary Committee.

**B2.4** Suspension by a Member of the Board or an Officer of the Club shall mean total exclusion from the Club's premises and all Club activities from the time of suspension until such time as the matter has been considered by the Disciplinary Committee which may thereafter cancel the suspension or exercise any of its powers whether by way of expulsion or suspension in accordance with Rule 25.0(5).

**B2.5** If in the opinion of the Disciplinary Committee a fine would be a more appropriate measurer of discipline the Disciplinary Committee may levy such as an alternative. In no case however, shall the Disciplinary Committee have the authority to impose a fine in excess of \$100.00 for each offence.

**B2.6** Full details of any disciplinary action taken against a member or a visitor, will be entered into the minutes of the next Board Meeting.

**B2.7** No raffle shall be allowed on the Club's premises or goods exhibited for that purpose except with the authority of the Board.

**B2.8** No unlicensed or unlawful gambling or gaming shall be permitted in the Club.

**B2.9** No petition, except for the purpose of convening a Special General Meeting as provided for in Rule 18.0 shall be allowed to circulate or signatures sought on the premises of the Club.

**B2.10** No business cards or notices shall be posted or hung on the premises without the sanction of the Board nor shall any member give the address of the Club in an advertisement or conduct any business in the club or use the club address for business purposes.

**B2.11** Members of the Board shall at all times render every assistance to the officers and staff of the club to maintain order and to prevent infringement of the Rules, Regulations or By-laws or the term of any charter which may from time to time be granted.

**B2.12** The Rules, Regulations and By-laws shall apply equally to each and every member of the Club.

**B2.13** The Board may in special cases and on special occasions admit visitors who are not members of affiliated clubs.

**B2.14** All liquor shall be supplied for cash only, and shall be supplied in accordance with the Sale of Liquor Act 1989 and its Amendments. 18

**B2.15** No liquor shall be consumed in the Club after the hours prescribed by the Sale of Liquor Act and its amendments and all glassware shall be cleared within 15 minutes of the closing of the bar. Any member infringing this By-law shall be liable for disciplinary action.

**B2.16** No liquor shall be consumed in the Club after the hours prescribed by the Sale of Liquor Act and its amendments and all glassware shall be cleared within 15 minutes of the closing of the bar. Any member infringing this By-law shall be liable for disciplinary action.

**B2.17** No member or visitor shall bring liquor, for consumption, onto the Club's premises.

**B2.18** No liquor, other than purchases made from the "off-sales" bar shall be removed from the club premises.

**B2.19** Liquor purchases from the Club's "off-sales" facility shall not be consumed on the Club's premises.

**B2.20** No member shall be allowed to store liquor on Club premises.

**B2.21** No member shall purchase liquor for a person who has previously been refused service by a Steward.

**B2.22** No member shall cause to be published or broadcast in any form of media any matter in connection with the Club without first obtaining the permission of the President or Board.

**B2.23** Courtesy Coach: The Courtesy Coach shall be used for the conveyance of members and their guests from their bona fide homes to the Club's premises and return, or otherwise as directed by the Board. Any breach of this By-law will result in the offending member being denied the use of the courtesy coach.

**B2.24** No domestic animal shall be allowed on the premises without prior approval from the Board.

**B2.25** All personal property left in the Club is left so at the owners risk.

**B2.26** Members and Guests are not permitted to use the front approaches of the Club as a dedicated smoking area. i.e. (Smoking area has been provided at the rear of the Club off the lounge and snooker rooms)

**B2.27** Members and Guests are not permitted to use the front approaches of the Club for the consumption of alcohol. i.e. (A licensed outdoor area has been provided at the rear of the Club off the lounge and snooker rooms and is currently limited to that area enclosed by the security fence)

**Amendments:**

August AGM 10/8/2014, Rule changes to: 17.0

August AGM 10/8/2014, Rule changes to: 29.0, 29.1, 29.2, 29.3, 29.4, and 29.5

August AGM 14/8/2016 Rule 7.1, 7.2 and Rule 8.0 Change of Subscription Year and dates for arrears.

August AGM 14/8/2016 Membership, the inclusion of Rule 29.6 Restricted Membership.

August AGM 13/8/2017 Amendment to 29.6 Restricted membership by removing the following: Eligible only once if reside in the Whangarei City Boundary. Ratified AGM August 12/8/2018

August AGM 12/8/2018 Amendment to 22.0 Quorum part (2) a General Meeting of the Club shall be no less than one hundred and fifty (150) of the members.

President D Steele

This Completes the Document.