

CONSTITUTION of  
WAIRAU VALLEY RATEPAYERS' AND RESIDENTS' ASSOCIATION  
INCORPORATED

1) NAME

The name of the society shall be Wairau Valley Ratepayers' and Residents' Association Incorporated (hereinafter in this document referred to as the Association).

2) REGISTERED OFFICE

The registered office of the Association will be at such place as the Executive Committee may decide from time to time.

3) OBJECTS

The objects of the Association will be for the benefit of the Wairau Valley Community. In particular, the Association will:

- a) Provide a forum for the Wairau Valley community at which members' concerns and praises can be heard;
- b) Promote communication within the Wairau Valley community and with other interested parties and authorities;
- c) Promote a safer environment in the Wairau Valley for people to live, work and visit;
- d) Further the interests of members both individually and collectively.

4) MEMBERSHIP

Is open to persons eighteen years of age and over either owning property within the Wairau Valley (between the Waihopai and Wash bridges on the south side of the river), or being a resident renting or leasing property within the Wairau Valley (between the Waihopai and Wash bridges on the south side of the river).

To become a member of the Association any eligible person shall pay the annual subscription which shall be decided at the Annual General Meeting and will be due for the following year. Persons are not eligible to vote at the Annual General Meeting unless they have paid their subscription for the past year. Each annual subscription entitles the subscribing member to one voting right.

5) THE OFFICERS OF THE ASSOCIATION

Will be:

- a) The Chairperson, the Secretary, the Treasurer (the last two of which offices may be held jointly),
- b) An executive consisting of no fewer than three and no more than five elected members.

- c) The officers of the Association will be elected at the Annual General Meeting and nominations should be made in writing to the Secretary ten days prior to the date of the meeting.
  - d) Nominations for the appointment of officers will also be accepted from the floor of the meeting on the day of the Annual General Meeting.
- 6) POWERS OF THE EXECUTIVE COMMITTEE
- a) To exercise and do all such acts and things as may be exercised or done by the Association but subject to such regulations as may be made by resolution at a General Meeting.
  - b) To fill any vacancy in any of the various offices of the Association. Any member so appointed shall hold office until the next General Meeting.
  - c) To appoint special sub-committees: to have power to co-opt persons to the committee.
- 7) DUTIES OF THE SECRETARY
- To keep the minutes of meetings, a record of all members and generally attend to the secretarial work of the Association.
- 8) DUTIES OF THE TREASURER
- To keep the financial books of the Association and present them to the Annual General Meeting of members. The Treasurer shall issue receipts for money received, pay such money into a banking account, and shall present to the members of the executive committee all accounts from time to time and do all such work as usually devolves upon a Treasurer.
- The annual financial year shall be from 1<sup>st</sup> October to 30<sup>th</sup> September.
- 9) MEETINGS
- The Annual General Meeting shall be held during the October/November period. A Special General Meeting shall be called by the Chairperson if any five (5) members make a written request. Notice of such meetings to be posted by the Secretary to all members, fourteen days prior to the meeting date. Committee meetings will be held on a regular basis, at the discretion of the Chairperson. Notice of such meetings to be given by the Secretary, either in writing or by telephone, at least seven days prior to the meeting. In the absence of the Chairperson at any meeting the members present shall appoint a Chairperson for that meeting.
- 10) QUORUM AND VOTING
- No business shall be transacted at any Annual or Special General Meeting unless eight members are present. If within half an hour from the time appointed for the meeting, the required number of members is still not present, the meeting (if a Special General Meeting) shall lapse without prejudice to the calling of another meeting for the same purpose: if an Annual

General Meeting it shall stand adjourned for no longer than seven days when those attending shall form a quorum.

A quorum at a meeting of the executive committee shall be four persons.

Voting shall be by show of hands but where a secret ballot is requested by any two (2) members, such a secret ballot will be held. The Chairperson shall have a casting as well as a deliberative vote.

#### 11) THE BANK OF THE ASSOCIATION

shall be such bank as the executive committee shall from time to time decide. Cheques drawn on the account shall be signed by one of the Chairperson and Treasurer and countersigned by either the Secretary or a committee member. Two different signatories are required.

#### 12) FUNDS

The Association shall have no authority to borrow money or raise money by way of bonds, debenture stock, bills of exchange, promissory notes, bank draft or other obligations.

#### 13) COMMON SEAL

The Association shall have a common seal which is to be retained in the custody of the Secretary. Every instrument to which the seal is affixed shall be signed by the Chairperson and one (1) other officer of the Association. The common seal may be affixed only on the express resolution of a General Meeting of the Association.

#### 14) ALTERATIONS TO THESE RULES

may be made only at an Annual General Meeting and then only when a notice of motion has been forwarded to the Secretary by 1 August preceding the Annual General Meeting. No addition to or alteration or rescission of the rules shall be approved if it affects the pecuniary profit clause or the winding up clause.

#### 15) CEASING MEMBERSHIP

A person shall cease to be a member of the Association when no longer qualifying for membership or not having paid their annual subscription. Members may resign at any time, by giving written notice to the Secretary. In addition, members may be suspended by the executive committee for activities contrary to the aims and objects of the Association, or misappropriation of funds, such suspension to be in writing. Any such suspension shall be discussed at the following Annual General Meeting, and if approved by a majority of members present, shall result in immediate expulsion. Any member so expelled shall only be permitted to rejoin the Association after approval by a majority of members present at a subsequent Annual General Meeting.

16) WINDING UP

In the event of winding up of the Association, after the payment of all debts and liabilities, the assets of the Association shall be handed over to the Department of Conservation, or be held in trust in the anticipation of a reforming of the Association.

17) PECUNIARY PROFIT

No member or person associated with a member of the organisation shall derive any income, benefit or advantage from the organisation where they can materially influence the payment, benefit or advantage.

Except where the income, benefit or advantage is derived from

- a) Professional services to the organisation rendered in the course of business charged at no greater rate than current market rates, or
- b) Interest on money lent at no greater rate than current rates.