



Certificate - Alteration of rules

Section 21 Incorporated Societies Act 1908

1. Name of society

LAKE TAUPO YACHT CLUB INC

2. Society number

213506

I certify that the alteration has been made in accordance with the rules of the society.

Name

Phil Clarke

Position

Vice Commodore

Signature

11 / 08 / 2016

3. Complete this checklist before filing your application

- This certification has been completed by an officer of or a solicitor for the society.
- A copy of the rule alteration(s) is attached. **NOTE** | This can either be a complete copy of the updated rules with the alterations underlined or in bold type, or a copy of the particular rule(s) that were altered.
- The copy of the alteration to rules has been signed by three members of the society.

For society name changes --

- This rule alteration also includes a name change for the society, and
- We have checked that the new name of the society is available by conducting Register Searches at both www.societies.govt.nz and www.companies.govt.nz.

What must be included in your rules?

Section 6 of the Incorporated Societies Act 1908 requires that a society's rules include the following:

- The name of the society (ending with the word Incorporated)*
- The objects for which the society is established*
- How people become members of the society and cease being members of the society*
- How meetings of the society will be called and held and how voting will take place*
- How officers of the society will be appointed*
- Control and use of the common seal*
- How the society's funds will be controlled and invested*
- The powers (if any) that the society has to borrow money*
- How any property of the society will be distributed in the event of the society being wound up*
- How the rules of the society can be altered*

PC# 3
15 AUG 2016

4. Your contact details

Name and postal address

Phil Clarke
Lake Taupo Yacht Club Inc
PO Box 525
Taupo 3351

Telephone

Email (optional)

**CONSTITUTION OF
LAKE TAUPO YACHT CLUB [incorporated]**

Adopted at a Special Meeting of the Club on 19 June 2016. Including all updates and amendments up to and including Special General Meeting **19 June 2016**.

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**CONSTITUTION
OF
LAKE TAUPO YACHT CLUB (Incorporated)**

1. TITLE

The name of the Club is **LAKE TAUPO YACHT CLUB (Incorporated)** and throughout these Rules is referred to as "the Club".

2. OBJECTS

The objects of the Club shall be the encouragement of Corinthian yachting generally and such other purposes connected with aquatics and the welfare and development of the Club as Members shall from time to time deem necessary or expedient.

3. OFFICERS

- 3.1 General** – The Officers of the Club shall consist of a Commodore, Vice Commodore and Rear Commodore known as "Flag Officers" and a Secretary and Treasurer or, Secretary/Treasurer and Membership Secretary to be known as "Administrative Officer(s)". A Patron may be elected annually.
- 3.2 General Committee** – **There shall be a General Committee which shall consist of the Flag Officers and four (4), Life, Senior or Adult Family Members.**
- 3.3 Commodore** – It shall be the duty of the Commodore to take command of the Club and preside at meetings of the Club. The Commodore shall be an ex officio Member of all Committees.
- 3.4 Vice Commodore** – It shall be the duty of the Vice Commodore to assist the Commodore in the discharge of his duties and in his absence, to officiate in his stead. The Vice Commodore shall also be responsible for the administration of the Clubhouse.
- 3.5 Rear Commodore** – It shall be the duty of the Rear Commodore to assist the Commodore and the Vice Commodore in the discharge of their duties in their absence, to officiate in their stead. The Rear Commodore shall also be the Chairman of the Sailing Committee with the right to nominate the Members of that Committee and such nominations will be subject to the approval of the General Committee.
- 3.6 Immediate Past Commodore** – The Immediate Past Commodore will be an ex officio member of the General Committee. In the event that a Commodore is re-elected for a second or more consecutive term the Immediate Past Commodore may, at their choice, relinquish the position of Immediate Past Commodore which will then remain vacant until a new Commodore is elected.

3.7 Secretary – It shall be the duty of the Secretary:

- (a) To attend all general Club meetings and the meetings of the General Committee and to keep a true record of the proceedings of the general meetings of the Club and of the General Committee in a book provided for that purpose, perform duties scheduled by the General Committee and carry out the instructions of that Committee.
- (b) To keep safe custody of and file all documents, records, reports and communications connected with the business of the Club, and to bring them before such meetings as may properly deal with them.
- (c) To notify each Member of his election and to furnish him with a copy of the Club Rules on application.
- (d) To conduct the correspondence of the Club.
- (e) To notify those Members concerned, of every meeting.

3.8 Treasurer – It shall be the duty of the Treasurer:

- (a) To collect and receive all moneys due to the Club and pay all accounts contracted by it, when passed for payment by the General Committee or any other Committee with authority delegated to it. To pass accounts and keep a correct record of all accounts in books provided for that purpose. (All payments shall be made by cheque or electronic transfer signed/authorised by two Members authorised by the General Committee).
- (b) To produce a balance sheet to the General Committee, prior to the Annual General Meeting, of the receipts and disbursements of the past year, and to report generally upon the finances of the Club.
- (c) To have the Custody of all the funds of the Club and to keep accounts of the same in such manner as will at any time clearly show the true financial position of the Club.
- (d) To pay all moneys collected as soon as practicable and without deduction to the account of the Club with the Club's bank. (All moneys received as donations by the Club, unless otherwise specified by the donor, shall be under the control and direction of the General Committee and be applied as it shall direct).
- (e) To attend General Committee meetings and report to this Committee as to the financial position of the Club and present all accounts required to be approved for payment.
- (f) To make the Club books available for Audit within thirty (30) days of the close of the financial year. An Audit of the Club's books or part thereof to be at the direction and/or discretion of the General Committee and the responsibility for

the production of an accurate set of accounts to the Annual General Meeting shall be the responsibility of the General Committee.

3.9 Membership Secretary – It shall be the duty of the Membership Secretary:

- (a) To keep a register of the Members showing the name and address and membership category of each Member and the dates at which he or she became and ceased to be a Member.
- (b) To notify as soon as practicable after the Annual General Meeting the Members then liable for annual subscriptions, and also during the year to notify new Members of their dues.

4. THE GENERAL COMMITTEE

4.1 Management – In the management of the affairs of the Club, the General Committee shall have full power to conduct those affairs in a manner consistent with the Rules of the Club.

4.2 Bylaws – The General Committee shall have the power to make, cancel or amend Bylaws from time to time for the proper conduct of the Clubhouse and for the Club races and other Club activities.

4.3 General Powers

- (a) The General Committee shall have the power to purchase or rent offices for the use of the Club, and to appoint and dismiss either/or a Secretary, Treasurer, Membership Secretary and such other officers as may be found necessary for the due conduct of the business of the Club, and to grant such Secretary, Treasurer, Membership Secretary or other officers, an honorarium, salary or otherwise; to engage professional assistance and to remunerate any persons employed by it, and, subject to the provisions of these Rules, to manage and superintend the affairs of the Club and act in the name of the Club, and for that purpose to order the seal of the Club to be affixed to any petition to Parliament, memorial or other document and generally to execute all such powers and functions and do such acts and things as may be executed or done by the Club and are not hereby or by statute expressly directed to be executed or done by the Club in general meeting. The General Meeting may grant the Administrative Officers voting rights at General Committee Meetings.
- (b) The General Committee shall have control of and invest the funds of the Club and may borrow money on the Club's behalf and mortgage all or any of the assets of the Club, and may exercise all the corporate powers of the Club save such as are required by Statute or by these Rules to be exercised by a general meeting of the Members.
- (c) The General Committee shall have the power to negotiate into any merger, union or association with another organisation connected with aquatics, for the welfare

and development of the Club. Any proposals made under this rule to be put to the Members at the next AGM or Special General Meeting, as a change to the Constitution.

- 4.4 Seal – The General Committee shall procure for the Club a Common Seal with the words "LAKE TAUPO YACHT CLUB (INCORPORATED)". The Common Seal shall remain in the custody of the Secretary and shall only be affixed by resolution of the General Committee and the affixing of the Seal shall in all cases be attested by two Members of the General Committee and the Commodore or two Members of the General Committee and the Vice Commodore.
- 4.5 Sub Committees – The General Committee may from time to time appoint or dissolve Sub Committees as it deems necessary, and may depute or refer to them such powers of the General Committee as the General Committee determines.
- 4.6 Vacancy – The General Committee shall have full power to act regardless of there being unfilled vacancies on the Committee.
- 4.7 Control and Quorum – The General Committee may make such regulations as it thinks proper with regard to the summoning and holding of its meetings and for the transaction of business, and it may from time to time fix the quorum necessary for the transaction of business, but until it otherwise determines five (5) Members of the General Committee shall form a quorum.
- 4.8 Attendance – Any Member of the General Committee except an ex officio Member failing to attend three (3) consecutive meetings shall, at the discretion of the Committee, cease to be a Member thereof, unless such Member shall have been granted leave of absence.
- 4.9 Payments to Members – No member of the Club or any person associated with a member shall participate in or materially influence any decision made by the Club in respect of payment to or on behalf of that member or associated person or any income, benefit, or advantage whatsoever. Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being no more than the open market value). The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.
- 4.10 Inland Revenue approval – No addition to or alteration of the aims/object, payment to Members' clause or the winding-up clause shall be approved without the approval of the Inland Revenue. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.
- 4.11 Removal of clause 4.9 and 4.10 – That in the event that the Inland Revenue did not require clauses 4.9 and 4.10 then 4.11 would allow the Club to remove both clauses.

5. MEETINGS

- 5.1 Annual General Meeting – The Annual General Meeting of the Club shall be held not later than three (3) calendar months after the end of the financial year. Any Notice of Motion to be submitted to the Annual General Meeting must be in the hands of the Secretary no later than twenty eight (28) days prior to such Annual General Meeting. At least fourteen (14) days written Notice of the Annual General Meeting shall be given to Members.
- 5.2 **Special General Meeting – A Special General Meeting may be called at any time by order of the General Committee or by requisition signed by fifteen (15) or more Life, Senior or Adult Family financial Members, such meeting to be called within one (1) month of the date of receipt by the Secretary of the requisition.** The requisition must state the object of the proposed Special General Meeting. At least fourteen (14) days notice shall be given of a Special General Meeting and such notice shall state the object of the meeting.
- 5.3 Notice – Notice of all General Meetings shall be given by the Secretary, or other Officer of the Club, by delivering the same personally, electronically or posting the same at a Post Office addressed to the Members at their recorded addresses or by newspaper advertisement not less than fourteen (14) days (not clear days) before the date of such meeting, but the accidental omission to notify any Member or Members shall not invalidate the meeting if this Rule be substantially complied with. Such notice shall contain particulars of any proposed addition to, rescission of, or amendment to the Rules and, in the case of a Special General Meeting, of the business to be transacted. Only the business contacted in the notice shall be dealt with at any Special General Meeting.
- 5.4 **Quorum at Meetings – Fifteen (15) Life, Senior and Adult Family Members shall be a quorum for an Annual General Meeting or Special General Meeting. If within half an hour from the time appointed for any meeting a quorum is not present, it shall stand adjourned to the same day in the next week at the same time and place, and if at the adjournment meeting a quorum be not present, those Members who are present shall form a quorum and may transact the business for which the meeting was called.**
- 5.5 Casting Vote – The Chairman at any meeting of the Club, or of any Committee meetings, where there is an equality of votes, shall have a casting vote in addition to his own deliberative vote.
6. **ELECTIONS**
- 6.1 Club Officers – The Flag Officers and General Committee shall be elected annually at the Annual General Meeting, and should any office become vacant during the year the General Committee may elect a Member to fill such vacancy until the following Annual General Meeting. Any Flag Officer or Committee Member ceasing to be a member of the Club shall ipso facto cease to be an office-bearer.
- 6.2 Nominations – Annual General Meeting

- (a) Nominations for Flag Officer's positions shall be in writing and received by the Secretary no later than twenty eight (28) days before the Annual General meeting. At least fourteen (14) days prior to the Annual General Meeting the Secretary must advise all members the Flag Officer nominations.
- (b) **The number of years a committee member must serve on the General Committee before being nominated for a flag officer's position is one (1) year.**
- (c) Nominations for General Committee shall be in writing and submitted to the Secretary prior to the Annual General Meeting. Nominations may also be submitted to the Secretary verbally from the floor at the Annual General Meeting provided the nominee is present and signifies acceptance, or, if not present, has signified to the meeting such acceptance in writing.
- (d) Only Life, financial Senior and Adult members may be nominated Flag Officers, or for the General Committee.
- (e) When deemed appropriate by the General Committee, it may nominate to the Annual General Meeting a friend of the Club to hold the position of Patron. The Annual General Meeting will vote on whether or not to accept the nomination.
- (f) On Life, financial Senior and Adult Family members may move and second nominations.
- (g) Nominees shall have the right to speak with regard to their nomination.

6.3 Voting Rights – At all General Meetings, Life Members and every financial Senior and Adult Family Member present in person shall be entitled to one vote.

6.4 Voting Procedure – Any voting necessary for the election of Flag Officers or the General Committee of the Club shall be by ballot, but in all other cases the voting shall be by a show of hands, unless a secret ballot is called for by a majority of those present.

6.5 Ballots – If a ballot for the election of the General Committee is necessary, those voting shall vote for seven (7) Committee Members, no more or less.

7. MEMBERSHIP

7.1 General – The number of Members shall be unlimited. The subscription and entrance fee shall be fixed at each Annual General Meeting. Membership shall consist of:

- (a) Life Members
- (b) Senior Members
- (c) Family Members
- (d) Associate Members
- (e) Junior Members

(f) Honorary Members

- 7.2 **Life Membership – Any Member who has performed outstanding service to the Club or has brought it great honour, may, if elected by the General Committee be appointed at the Annual General Meeting, a Life Member of the Club. On the receipt of a request for consideration of a club member for Life Membership, the Committee form a sub committee of the Commodore and two past Commodores to make a recommendation to a meeting of the General Committee.** Life Members shall be entitled to the privileges of the Club, and be eligible to vote and bear office and shall otherwise be subject to the Rules of the Club, without being called upon to pay any subscription.
- 7.3 Senior Membership – Senior Members shall be eighteen (18) years and over on the 1st day of August or having become eighteen (18) after the 1st of August elect to pay the Senior Membership subscription for the current subscription year. Senior Members may hold any office in the Club and shall have all privileges of the Club.
- 7.4 Family Membership – Family Membership is available entitling husband and/or wife and any of their children under eighteen (18) on the 1st day of August to become Members of the Club at a special subscription rate. The husband and wife (Adult Family Members) shall have all the privileges of Senior Membership. All children under eighteen, (18) on the 1st day of August shall have all the privileges of Junior Membership.
- 7.5 Associate Membership – Associate Members shall be eighteen (18) years or over on the 1st day of August and be those who elect to pay the Associate Membership subscription fixed at the Annual General Meeting. Associate Members shall have no voting rights and shall not be entitled to be a Flag Officer or be elected to the General Committee. The General Committee shall have the power at any time to terminate the membership of a person as an Associate Member, if, in the Committee's opinion, the person is using the facilities provided by the Club to the extent that he or she should be a Senior or Family Member and upon receipt of such advice from the Committee the person shall take up Senior or Family Membership or no longer be a Member of the Club.
- 7.6 Junior Membership – Junior Members shall be under eighteen (18) years on the 1st day of August and have all the privileges of the Club except nominating and voting rights. No Junior Member may be nominated as a Flag Officer or for the General Committee.
- 7.7 Honorary Membership
- (a) The General Committee shall have power to elect any person whom they think fit, as an Honorary Member, such membership to be reviewed annually.
- (b) An adult member of the Club may confer Honorary membership on any person of good repute for a period not exceeding twenty four (24) hours at any one time.

- (c) The General Committee may revoke their membership at any time. Honorary Members shall be subject to the Rules of the Club without being called upon to pay any subscription and will not be entitled to vote or be eligible for nominations as a Flag Officer or for the General Committee.

7.8 Special Membership

The General Committee shall have the power to create between Annual General Meetings other classes of membership with conditions and subscriptions set at the General Committee's discretion. Any proposals made under this rule to be ratified at the next Annual General Meeting or Special General Meeting [see 4.3{c}.]

7.9 Proposal for Membership – (except Honorary Membership)

- (a) The name of every candidate for election to membership shall be submitted to the General Committee for approval. All Members shall be elected by a simple majority of the General Committee.
- (b) No person who has been struck off the Membership Roll for non-payment of subscriptions, fees or dues shall be eligible for re-election until such subscription, fees or dues have been paid in full.
- (c) An unsuccessful candidate for membership shall not be put up again for election until a period of six (6) months has elapsed after his/her rejection, and a candidate who has twice been rejected shall not be eligible for future nomination.

7.10 Resignation – Any Member wishing to resign from the Club shall give notice in writing to the General Committee to that effect and pay all arrears due up to the date of such notice.

7.11 Compliance with Rules – All Members shall observe the Rules, Regulation and Bylaws of the Club. If representations be made to the General Committee that the conduct of any Member either in or out of the Club is injurious to the character or interests of the Club, the Committee shall investigate and may hold any enquiry into the matter. The General Committee if they find the Member at fault, may either:

- (a) Reprimand the Member and/or suspend the Member for any period not exceeding six (6) calendar months. During any such period of suspension the Member shall not be entitled to those privileges of the Club that the General Committee shall determine.
- (b) Call upon the Member to resign membership and if such Member shall refuse or neglect to forward his/her written resignation within seven (7) days, it shall be the duty of the General Committee to call a Special General Meeting of the Club to consider the question of expulsion. The Special General Meeting may impose any penalty which the Committee might have imposed, or resolve to expel the Member from the Club. At any meeting of the General Committee at which such enquiry is heard, and at such Special General Meeting, both the General

Committee and the Member shall be entitled to place before the meeting such relevant evidence (whether from the Members or non-members) as they shall desire. The decision of the Special General Meeting shall be final.

7.12 Register of Members

(a) A register of Members kept by the Membership Secretary shall be sufficient proof of those persons who are Members of the Club.

(b) Upon any Member ceasing for any reason to be a Member of the Club, his or her name shall be struck off the Register of Members..

7.13 Bankruptcy – Any Member becoming bankrupt or committing an act of bankruptcy shall automatically cease to be a Member.

8. SUBSCRIPTIONS

8.1 General – The subscription is due on election to membership and if not paid within three (3) months after election, such election may, at the option of the Committee be declared null and void.

8.2 Annual Subscription – The annual subscription by the various classes of Members of the Club for each year shall be laid down from time to time by the Annual General Meeting and subscriptions shall become due on the first day of August each year.

8.3 Part Subscription – Any person accepted as a Member after the 31st of December in any year shall be liable for a full entry fee where applicable and a half year's subscription.

8.4 Financial Member – To nominate Members for office, to hold office, to vote at the Annual General Meeting or Special General Meeting, to propose candidates as Club Members, or be awarded Club trophies or enjoy any other privileges of membership, a Member must be financial for the subscription year beginning 1st August previous.

8.5 Unfinancial Member – If a Member's subscription remains unpaid at the end of October in any one financial year, then such Member will cease to enjoy the privileges of the Club Membership defined in Section 8.4 above until that subscription is paid. Further, if a Member's subscription remains unpaid at the end of the financial year, then such Member's name shall be removed from the list of Members, provided that the Member has during that year been given at least one written reminder notice of the subscription outstanding posted to the last known address of the Member.

Notwithstanding anything herein contained, the General Committee shall have the power to remit, suspend or postpone payment of the whole or part of a Member's annual subscription, or delay the removal of a Member's name from the list of Members for any specified year.

- 8.6 Financial Year – The Financial Year of the Club shall begin on the 1st of May and end on the 30th April each year.

9. COMPETITIONS AND TROPHIES

All yachts participating in Club races and activities shall be crewed by financial Club Members in terms of 8.4, unless the Notice of Race or Sailing Instructions pertaining to any competition make provision otherwise.

10. FLAGS

- 10.1 Club Burgee – The Club Burgee or pennant shall be blue with a gold cross and a gold anchor in the inner upper canton.
- 10.2 Flag Officers' Flags – The Commodore's Flag shall be a swallowtail similar to the Club Pennant. The Vice Commodore's Flag shall be similar to the Commodore's with a yellow ball in the lower inner canton. The Rear Commodore's Flag shall be similar to the Commodore's with a red ball in the lower inner canton.
- 10.3 Use of Club's Flags – No Member shall fly the Club's flags from any yacht which is not owned by a Club Member, but the Committee shall have power to grant permission upon application by any Member. This Rule shall not apply to Flag Officers.

11. GENERAL

- 11.1 Interpretation of Rules – The General Committee is the sole authority for the interpretation of these Rules and of the Bylaws made in pursuance thereof and the decision of the Committee upon any question of interpretation on any matter affecting the Club and not provided for by these Rules or by the said Bylaw shall be binding upon the Members. Where the Constitution refers to he or his, the Constitution shall be interpreted to mean he or she and his or hers.
- 11.2 Leasing of Land – No land owned in fee simple by the Club shall be sold or leased for more than fourteen (14) days at a time, save with the prior consent of the Club in General Meeting.
- 11.3 Alteration of the Rules – No addition to, alteration, amendment, rescission or revision of these Rules shall be made except at a General Meeting and by a majority of seventy five, (75) per cent of the votes cast. Notice of any proposed addition, alteration, amendment, rescission or revision shall be by Notice of Motion and then be given to the Members in a notice convening the meeting at least fourteen (14) days prior to the meeting (Refer Rules 5.1 and 5.2). No motion affecting the Rules and Regulations which has been duly considered, shall be brought forward again during the same year, unless by consent of the General Committee.
- 11.4 Winding Up – If upon the winding up of the Club there remains, after satisfaction of all debts and liabilities, any property or funds whatsoever, the same shall not be

distributed to or paid amongst the Members of the Club, but shall be transferred or given to some other Association, Club or Institution having objects similar to those of the Club. To be determined by the Members of the Club at or before the time of winding up, and in default thereof as may be directed upon application to the High Court of New Zealand in that behalf.

11.5 Revocation of Previous Rules – The former Rules of the Lake Taupo Yacht Club (Incorporated) which were approved by the Members on the 23rd April 1957 and which became the Rules of the Club upon its Incorporation on the 4th June 1947 are hereby revoked from the date of Registration of these Rules.

Original Constitution Signed on behalf of the LAKE TAUPO YACHT CLUB Inc. by:

G.E. Crequer – Secretary; A.J. Russell – Rear Commodore; J.F. Roberts – Vice Commodore

Amendments to Constitution recorded in Annual General Meeting Minutes:

28th June 1987, 26th June 1988, 20th June 1993, 19th June 1996, 16th June 1999:

Constitution updated 11th July 2000.

Amendments to Constitution recorded in Annual General Meeting Minutes 26th May 2004

Amendments to Constitution recorded In Annual General Meeting Minutes 24th June 2009

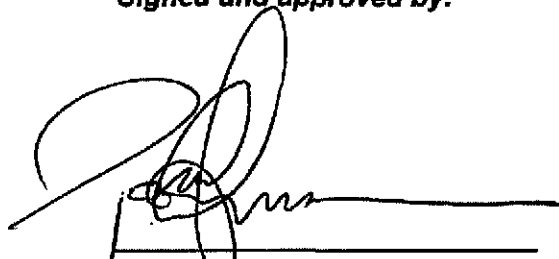
Amendments to Constitution recorded In Special General Meeting Minutes 8th December 2010

Amendments to Constitution recorded In Annual General Meeting Minutes 19th June 2011.

Amendments to Constitution recorded In Special General Meeting Minutes 19th June 2016

This is an accurate copy of the LTYC Constitution as at 11 August 2016:

Signed and approved by:



Phil Clarke – Vice Commodore



Peter Roberts – Commodore



Matt Ryder – Rear Commodore