



CONSTITUTION OF AZTEC SPORTS CLUB INCORPORATED

1: NAME

- 1.1 The name of the group shall be: Aztec Sports Club Inc.
Hereafter Aztec Sports Club Inc will be referred to as 'the Society'.

2: LEGAL STATUS

- 2.1 'The Society' shall be incorporated under the provisions of the Incorporated Societies Act 1908.

3: PURPOSE

- 3.1 To create a supportive whanau environment aimed at encouraging the development of the members in sport participation and leadership.
 - 3.1.1 Utilising "sport as an incentive" to provide pathways within our community.

4: OBJECTIVES

- 4.1 To promote and develop successful participation of the community in chosen sporting codes.
- 4.2 To provide pathways for participants to sporting competitions and resources.
- 4.3 To educate and promote the model "Proud2B" Counties Manukau philosophies.
- 4.4 To abide by all rules and regulations as set by regional sporting bodies.
- 4.5 To encourage whanau participation.

5: REGISTERED OFFICE

- 5.1 The registered office of 'the Society' shall be located at the address of the incumbent secretary.
- 5.2 The secretary shall notify the Registrar of Incorporated Societies of any change to the location of the registered office.

6: TE TIRITI O WAITANGI (Treaty of Waitangi)

- 6.1 In carrying out the objectives of 'the Society', the member's of 'the Society' shall recognise and honour Te Tiriti o Waitangi (Treaty of Waitangi).

7: CODE OF CONDUCT

- 7.1 All members shall comply with 'the Society' Code of Conduct.
 - 7.1.1 All discussions will be conducted in the spirit of the purpose of 'the Society'.

8: CONFLICT OF INTEREST DECLARATION

- 8.1 Should any member have a conflict of interest with matters of discussion at any meeting of 'the Society', in particular those requiring decision making, the member will declare a conflict of interest. The member must refrain from discussion involvement and will not take part in the decision making. This declaration will be noted in the minutes taken at the meeting.



9: MEMBERSHIP

- 9.1** Any person is entitled to membership of 'the Society' as a financial member and shall be entitled to any of the rights and privileges conferred by 'the Society' constitution.
- 9.2** Financial membership is conditional upon payment of the membership fee. The annual membership fee payable by members and date for payment will be set at the Annual General Meeting.
- 9.3** A register of members shall be kept by the Secretary of 'the Society' Notice of meetings called by 'the Society' shall be promulgated by the secretary or such other member that is directed by the Executive Committee.
- 9.4** Partnership: A partnership is formed when new members join 'the Society' as a Player, Official or Supporter.
Participation: The member agrees to participate in 'the Society' as a team member, official or supporter and all activities (fundraising, team building etc) for the season.
Protection: 'the Society' and its members are guided by the Constitution, rules and regulations and code of conduct for the duration of membership.

10: CESSATION OF MEMBERSHIP

- 10.1** Membership of 'the Society' shall cease in the following circumstances:
- 10.1.1** By the member giving written notice to this effect, to 'the Society' secretary
- 10.1.2** Upon the registered bankruptcy of the member
- 10.1.3** Upon the death of the member
- 10.2** Membership shall cease if the Executive Committee of 'the Society' has deemed through resolution:
- 10.2.1** That the member has contravened or refused to comply with the rules of 'the Society'
- 10.2.2** That the member has brought 'the society' into disrepute
- 10.3** The Executive Committee shall not terminate membership without providing the member with reasonable opportunity to appear before it, or make written submission to it, to show why membership should not be terminated.
- 10.4** The member whose membership has been terminated shall on written request to 'the Society' secretary, have the right to have the decision of the Executive Committee reviewed by the membership at a special meeting called for that purpose, where members will confirm termination of membership or reinstate membership of the member, subject to any reasonable conditions which may be imposed.

11: EXECUTIVE COMMITTEE

- 11.1** The strategic management of 'the Society' shall be carried out and conducted by the Executive Committee of 'the Society'.
- 11.2** The Executive Committee shall consist of:
- 11.2.1** President



- 11.2.2 Secretary
- 11.2.3 Treasurer
- 11.2.4 Club Manager
- 11.2.5 Officials coordinator
- 11.2.6 Up to 2 additional Financial members of 'the Society'.
- 11.3 The Executive Committee will be elected annually at the Annual General meeting or at a Special General meeting of 'the Society' called for this specific purpose.
- 11.4 The Executive Committee shall consist of no less than 3 direct descendants of Penetana and Kitty Hauraki.
- 11.5 The quorum for the Executive Committee shall be no less than 60% of the Committee.
- 11.6 Sub- Committees may be set up to perform specific functions as deemed appropriate by the Executive Committee. Sub- Committee members will be appointed by the Executive Committee and may include co-opting from 'the Society's' financial membership:
- 11.7 Recommendations by the Sub- Committee will not be binding unless ratified by the Executive Committee.
- 11.8 The Executive Committee shall also be referred to as the Officers of 'the Society'.

12: ANNUAL AND SPECIAL GENERAL MEETING

- 12.1 The Annual General Meeting of 'the Society' shall be held annually
- 12.2 The Annual General Meeting shall be held no later than 30 November each year or at a time deemed appropriate by the Executive Committee of 'the Society'
- 12.3 The Annual General Meeting shall be chaired by the President, or in the absence of the President, by a member of the Executive Committee. In the absence of both then the person elected by those present will chair the meeting. Should the President (or Executive Committee member) arrive part way through the meeting, chairmanship shall be handed back to the President (or Executive Committee member)
- 12.4 Fourteen (14) clear days written notice of every Annual General meeting shall be given to members of 'the Society' by copies of the notice being sent to each member either electronically or by fax or mail or any other means deemed appropriate by the Executive Committee
- 12.5 The Annual General Meeting shall deal with the Annual Report and the Statement of Financial Accounts of 'the Society' and such other matters as either the Executive Committee brings before it
- 12.6 A Special General Meeting may be held at the request of seven of the financial members, or as a result of the Executive Committee decision to deal with any matter PROVIDING fourteen (14) clear days notice has been given. Informing membership and chairing of this meeting will be in the same manner as for the Annual General Meeting
- 12.7 No less than 60% of the Executive Committee and eight (8) financial members of 'the Society' shall constitute a quorum for any Annual General Meeting or Special General Meeting of 'the Society'



13: VOTING

- 13.1 Decisions at all meetings of 'the Society' shall be reached by resolution carried after moving and seconding by financial members attending. Such motions will be recorded in the minutes of the meeting
- 13.2 Should the need for voting arise, this will be carried out by a show of hands or by any other means deemed appropriate by the Executive Committee. The casting vote will be held and made by the President if required
- 13.3 Only financial members of 'the Society' can vote.
- 13.4 Every financial member shall have only one vote on each matter (or remit) considered at the meeting

14: RULE CHANGES

- 14.1 Changes to the rules of 'the Society' (deletions, alterations or additions) must be made at the Annual General meeting or a Special General meeting called for this specific purpose

15: FINANCE

- 15.1 All monies received by 'the Society' shall be received, receipted and then deposited intact, at a bank appointed by the Executive Committee in the name of 'the Society'. All transactions will be recorded in the appropriate manner
- 15.2 Cheques drawn on 'the Society' funds shall be approved by the Executive Committee. All drawings shall be recorded in the appropriate manner
- 15.3 'The Society' shall not engage in Electronic Transactions unless authorised by the Executive Committee of 'the Society'.
- 15.4 The Executive Committee shall ensure that a Financial Statement of Account report inclusive of a Statement of Financial Position and Statement of Financial Performance, managed by 'the Society' and any special accounts are prepared and presented to the Annual General Meeting. These Statements of Account shall be available upon request to all financial members of 'the Society' at the time of publication of the notice calling the Annual General Meeting.
- 15.5 The financial and accounting year of 'the Society' shall commence on the first day of November and end on the last day of October in the year following the start day.
- 15.6 'the Society' at it's Annual General Meeting shall appoint a suitably qualified person to act as it's Financial Health Advisor and shall be empowered to pay him/her an appropriate fee for such services where applicable.

16: COMMON SEAL

- 16.1 'The Society' shall have a common seal which shall be held by the Secretary and affixed to documents as required. The common seal of 'the Society' shall be affixed to any document following a resolution of the Executive Committee.

17: INTERPRETATION OF THE CONSTITUTION

- 17.1 Where any difference arises in the interpretation of this constitution, the advice of 'the Society' Solicitor shall be obtained in writing by the Executive Committee.



18: WINDING UP OF 'the Society'

- 18.1** 'The Society' shall be dissolved if a Special General meeting for it's membership is called to discuss it's dissolution.
- 18.2** Such dissolution shall not take effect unless at a subsequent General meeting called for that purpose (such a meeting must not take place within thirty (30) clear days of the date of the meeting which resolved to dissolve 'the Society') where it shall be confirmed by resolution carried by a majority of members present entitled to vote and constituting a quorum of members.
- 18.3** In the event of dissolution, property real and personal, including all assets of 'the Society' shall be distributed to a like minded organisation.
- 18.4** Any voluntary winding up or dissolution of 'the Society' shall be carried out in accordance with the provisions of the Incorporated Societies Act 1908

19: CHARITABLE STATUS

- 19.1** 'The Society' shall at all times be a charitable body within the laws of New Zealand and no power in these rules shall be exercised so as to negate the charitable status of 'the Society'
- 19.2** 'The Society' may operate within New Zealand and may from time to time explore international opportunities
- 19.3** No officer or member shall be entitled to any remuneration of profit except for reimbursement of fair and reasonable expenses incurred in carrying out the objectives of 'the Society' if the Executive Committee so resolves