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RULES (amended Sept 2000)
THE MAKARA COMMUNITY CENTRE ASSOCIATION (Inc.)

1. NAME

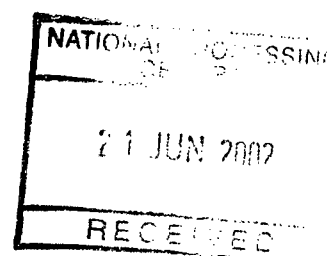
The name of the Association shall be the: (MAKARA COMMUNITY CENTRE ASSOCIATION [INCORPORATED]), (hereinafter in these rules referred to as "the Association")

2. AIMS AND OBJECTS

15 MAR 2010

The objects of the Association shall be:-

- (a) To provide an Association in which the residents of Makara and surrounding districts may combine and work together with local authorities, religious, charitable and educational bodies and other voluntary or public organisations in the interests of the Makara community and in carrying out any or all of the objects of the Association remain non-political and non denominational, and non-sectarian in character.
- (b) To foster a community spirit through service and co operation in the achievement of the objects of the Association
- (c) To safeguard and improve the well being of the community and to provide facilities for these services including health.
- (d) To encourage and extend child and adult education and services within the community.
- (e) To provide and encourage social recreational and cultural activities within the community.
- (f) To purchase, sell, lease or otherwise acquire and dispose of real and personal property upon such terms and conditions as may be thought fit.
- (g) To erect, maintain, manage and develop buildings for activities promoted by the Association and its members in furtherance of the objects and rules of the Association.



- (h) To furnish, equip and maintain any buildings used in connection with the Association and to make such buildings available for public use including meetings, entertainment, social gatherings and other such functions and to determine the purpose for which such buildings shall be used and to permit the use of same with or without charge.
- (I) To purchase, hire or otherwise provide such goods, articles and assets as may from time to time be available in connection with the Association and to sell and/or dispose of the same upon such terms as may be deemed necessary
- (j) Generally to provide, maintain and keep all property real or personal, for the time being used in connection with the Association in good order, repair and condition and to use the same in the interests of the Association and terms of its objects.
- (k) To solicit, collect raise and receive money and contributions and to use the same for the objects of the Association.
- (l) To appoint, employ, control and dismiss (paid and/or unpaid) officers and servants of the Association.
- (m) To borrow money and to give security therefore in manner hereinafter provided.

3. BOUNDARY

The sphere of operation of the Association shall be within the WELLINGTON CITY COUNCIL environs marked from the South/East skyline (known as the windbreak) between Karori and Makara valley. South Makara road and those residents of Makara North and West, including Makara beach and North to Takarau gorge boundary with Ohariu valley.

4. MEMBERSHIP

Membership shall be open to

- (a) Bona fide residents of MAKARA VALLEY (as described in the aforementioned sphere of operations) over the age of 16 years. Such members shall be called ordinary members.

- (b) Persons not qualified by residency to be ordinary members shall be entitled to become associate members. Associate members shall have rights and privileges of ordinary members except that they shall not be entitled to vote at meetings of the Association. Such other members may be approved by the Management committee as being eligible for ordinary membership on the ground of special interest in connection with the activities of the Association. Such persons may be deemed as special members and shall be proposed and seconded by ordinary members of the Association and their signed applications shall be placed before the Management Committee for approval. Such members shall be entitled to full privileges of membership.

5.. SUBSCRIPTIONS

The subscription for members shall be 50c which shall be due and payable at the commencement of each financial year beginning on the first day of April in each year. A register of financial members shall be held by the Management Committee.

6. RESIGNATION OF MEMBERS

- (a) Any member of the Association may resign his/her membership by giving notice in writing to the Secretary.
- (b) Any member whose subscription shall remain unpaid after three calendar months after it has become due may not continue in office of the Association or of its committee, or voting or taking part in any Committee or Management meeting.

7. MANAGEMENT COMMITTEE

- (a) The affairs of the Association shall be under the control of the Committee called the Management Committee which shall consist of the officers of the Association elected as hereinafter provided and of four other members elected at the Annual General meeting of the Association. The Management Committee shall have power to fill vacancies in the Committee and such appointments shall hold good until the next Annual General meeting after any such appointment.

8. DUTIES OF THE MANAGEMENT COMMITTEE

- (a) To manage the affairs of the Association between meetings thereof.
- (b) To adopt such policies and procedure for the operation of the Association as may be consistent with these rules and objects of the Association.
- (c) To appoint Committees as it may deem expedient for the carrying out of the objects of the Association.
- (d) To arrange for the raising of funds.
- (e) To control the distribution of funds collected.
- (f) To supervise the work of Sub-Committees.
- (g)...To provide an annual report of the activities of the Management Committee to a meeting of members of the association and to submit to such meeting an audited statement of the financial operation and position of the Association.

9. OFFICERS

- (a) The officers of the Association shall be the President, Vice President, Honorary Secretary, Honorary Treasurer, and such other officers as the Management Committee may from time to time determine, all of whom shall be elected at the Annual General Meeting.
- (b) At the Annual General Meeting of the Association there may be elected a number of Vice Presidents (not exceeding five) who shall thereupon become entitled to all the privileges of membership but not ex officio membership of the Management Committed.
- (c) All officers, Honorary Vice Presidents, and members of the Management Committee shall be nominated and seconded at the Annual General Meeting of the association. In the event of there being more nominations than vacancies for any position a vote shall be taken by ballot.

- (d) All officers shall be elected for a term of one year, but subject to the right of the Management Committee to fill vacancies, shall remain in office until their successors are elected and qualified. In no event shall an officer serve for more than three (3) successive terms in the same office. Unless in the view of the Management Committee an exceptional circumstance has arisen through non-availability of candidates for the position...or other such circumstance where continuity of the Aims and Objects of the Association may be diminished.

10. DUTIES OF OFFICERS OF THE ASSOCIATION SHALL BE:-

PRESIDENT: To preside at all general and special meetings of members, to assist in appointing all committees unless otherwise directed, to call special meetings whenever it deems necessary and to carry out such other duties as usually pertain to his office.

VICE PRESIDENT: To perform the duties of the President in the event of absence, resignation or inability to perform the duties of President.

HONORARY SECRETARY. Under the authority of the Management Committee to be responsible for the administration of the Association in accordance with the policies laid down by the Management Committee and to record minutes of meetings.

HONORARY TREASURER. To be responsible for the funds of the Association, to present a financial report to the Management Committee at each of its meetings, to prepare and annual statement of accounts for approval of the Annual General Meeting and if required, for delivery to the Registrar of Incorporated Societies.

11. SUB COMMITTEES

The Management Committee shall have power to appoint such sub-committee as it thinks fit and for the purpose may co-opt such members of the Association as it considers necessary and may appoint any such co-opted member to be convenor of the sub-committee and may delegate to any such sub-committee, such power and duties it considers desirable for the attainment of the purpose of the Committee.

12.

MEETINGS

- (a) **There shall be an Annual General Meeting of the Association in the month of April at such time and place as the Management Committee may determine, for the purpose of the election of Officers, members of the Management Committee and Honorary Vice Presidents and for receiving the Annual Report of the Management Committee and the Annual Audited Statement of Accounts and dealing with any other business of which notice has been given or which the Management Committee places on the agenda paper for the meeting. Constitutional matters, amendments and additions and/or deletions to the aims and objectives of the Association may be determined at the Annual General meeting.**
- (b) **Other general meetings of members shall be held as the Management Committee may from time to time determine or upon the requisition in writing of not less than fifteen (15) members. such requisition shall specify the business which the meeting is to be asked to consider. The Management Committee shall be at liberty to add items to the Agenda Paper of such requisitioned meeting provided however, that the business mentioned in the original requisition shall have priority discussion at the meeting.**
- (c) **A general meeting of the Association shall be summoned by notice under the hand of the Secretary specifying the time, place and business of the meeting and such notice shall be forwarded to all members of the Association not less than seven (7) days before the meeting or alternative shall be advertised not less than fourteen (14) days before the meeting in the daily local newspaper.**

13.

MEETING OF MANAGEMENT COMMITTEE

The first meeting of the Management Committee shall be held as soon after the Annual Meeting as may be possible, for the purpose of appointing the sub committees and transacting such other business as may come before it.

14. QUORUM

The quorum for all Committee meetings shall be three members of the Committee. The quorum for a general meeting shall be ten (10) percentum of the members entitled to vote at such meeting.

15. VOTING AT MEETINGS

All members present and entitles to vote shall be entitled to one vote and the Chairman shall have a deliberative vote and in the case of equality of voting a casting vote. Voting when required, for the election of officers, Honorary vice Presidents and Committee shall be by ballot. On all other matters voting shall be by voices unless a decision is called for when a show of hands shall be taken and the Chairman's decision on the count shall be final.

Voting at meetings of the Management Committee shall be by show of hands.

16. COMMON SEAL

The Association shall have a common seal which shall be kept by the Honorary Secretary. Whenever the Common Seal of the Association is required to be affixed to any deed, document, writing or other instrument the

Seal shall be affixed pursuant to a resolution of the Management Committee

and in the presence of the Chairman of the Management Committee, Honorary Secretary and one other member of the Management committee.

17. BANKING AND INVESTMENT FUNDS

- (a) The funds of the Association shall be held in a bank account to be opened in the name of the Association and such account shall be operated by the Treasurer together with any one member of the Management Committee.
- (b) The surplus funds of the Association may from time to time be invested by the Management committee in such manner and upon such security as it thinks fit.
- (c) All such investments shall be made in the name of the association or in the name or names of the Trustee or Trustees for the Association, such Trustee or Trustees to be appointed by the Management Committee.

18. BORROWING POWER

The Management Committee shall for the purpose of carrying out any of the objects of the Association have power, if authorised by resolution passed by two thirds majority of members present and voting at any general meeting of the association to borrow or raise money and to give security for the repayment of same in such manner as the Association shall by resolution, as aforesaid determine and in particular by the issue of debentures or by mortgage charge or lien upon the whole or any part of the assets of the Association. Save as is provided in this article the association shall not have power to borrow money.

19. ALTERATION OF RULES

- (a) No new rule or alteration of a rule shall be made or previous resolution of the Association be rescinded except at an Annual General Meeting of members of the Association and after such notice of resolution has been given to members of the Association seven (7) days before such meeting...General meetings of the Association may make recommendation to the Annual General Meeting for the purpose of any rule change.
- (b) No alteration of rule shall be valid until same has been approved and registered.

20.

WINDING UP

The Association may at any time resolve by the majority of the financial members thereof at any Annual or other General Meeting of the Association and confirm by a majority of financial members at a Special General Meeting convened for the purpose and held not earlier than thirty (30) days after the date on which such resolution was passed. Notice of the passing of such resolution shall be given to the Registrar. In the event of such winding up, payment of debts and liabilities and costs and expenses shall be conducted under the deed of registration. Legal commitments shall be met and assets may be transferred to a suitable Local Authority and/or Trust for the use and benefit of the citizens of Makara resident within the environs of Makara.

Secretary

7
Iama (Ea) Rd
501 Ma Kara Rd
Ph (04) 4766931

15 MAR 2010

CERTIFICATE OF INCORPORATION

MAKARA COMMUNITY CENTRE ASSOCIATION INCORPORATED 216325

This is to certify that MAKARA COMMUNITY CENTRE ASSOCIATION INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 6th day of August 1956.

Neville Hami

Registrar of Incorporated Societies
12th day of October 2009



For further details visit www.societies.govt.nz

Certificate printed 12 Oct 2009 15:12:05 NZT