

RULES
OF THE
SOUTH WAIRARAPA
WORKINGMEN'S CLUB



Registered under the Friendly Societies' Act 1909

ESTABLISHED 4TH SEPTEMBER 1877

CHARTER ISSUED 14TH DECEMBER 1881

AMENDMENTS UPDATED 2006

RULES OF THE SOUTH WAIRARAPA WORKING MEN'S CLUB

1 – TITLE

This Club shall be entitled 'THE SOUTH WAIRARAPA WORKING MEN'S CLUB', hereinafter referred to as "The Club".

2 – REGISTERED OFFICE

The Registered Office of the Club shall be at the South Wairarapa Working Men's Club Rooms, Main Street, Greytown, or such other place as the Committee shall from time to time appoint.

3 – OBJECTS

The objects of the Club shall be to promote social intercourse, mutual helpfulness, mental and moral improvement and rational recreation and provide for those purposes such social amenities, entertainments and improvements as the Committee shall deem fit.

4 – CONSTITUTION

The Club shall consist of ordinary, life, and honorary members, both male and female. Ordinary and Life members shall be entitled to all the rights and privileges conferred by membership. Honorary members shall be entitled to all such right and privileges except the right to vote at any meeting or election, or to hold office.

5 – ADMISSION TO MEMBERS

- (a) Candidates for admission must be 18 years of age or such age as set down with the agreement of three-fourths of the voting members present at a special general meeting called for that purpose. Such candidate must reside within any one of the following areas defined as the date of adoption of these rules by "the districts of Masterton, Carterton and South Wairarapa" and the boroughs of Masterton, Wairarapa South and Featherston and Martinborough. Each candidate shall be nominated in writing on a form provided for that purpose by two members of the Club who shall have been members for at least (3) months. The candidate at the time of nomination must deposit with an office of the Club the nomination fee as prescribed in Rule 6a. The names of the persons nominated shall be posted on the notice board at least seven (7) clear days before membership can be conferred by the committee.
- (b) Each candidate shall attend a Committee Meeting and such candidate shall be elected by a two-thirds majority of the members of the Committee present at the meeting at which he or she shall present themselves. Each candidate shall be forthwith notified of the result by the Secretary and if any candidate be not accepted by the Committee then half of his or her deposit or entrance fee shall forthwith be returned to them.

- (c) If any candidate be not accepted by the Committee and a ballot for the election of that candidate as a member is demanded by requisition signed by not less than five (5) members delivered to the President within twenty-eight (28) days of the notification to the candidate of his or her rejection by the Committee, then the President shall call a Special General Meeting of the Club for the purpose of a ballot accordingly. Any candidate who receives affirmative votes totalling more than nine-tenths of the votes cast for and against such candidate shall be elected a member of the Club notwithstanding the rejection of such candidate by the Committee.
- (d) Any candidate who is rejected by the Committee or by ballot as the case may be, shall not again be proposed for membership for a period of twelve months.
- (e) Membership shall date from the date of nomination of the candidate and a book of rules and card of membership shall be furnished on his or her election.
- (f) A candidate for membership shall have the rights and privileges only as a visitor until his or her application has been accepted or rejected by the Committee.
- (g) Financial members of Associated Clubs wishing to join the Club shall not be required to pay an entrance fee but shall be required to produce a Transfer Certificate from their own Club.
- (h) No person shall be eligible for membership who is:
 - i. A prohibited person under the "Sale of Liquor Act", or such Acts, as the Committee may from time to time decide.
 - ii. A person who has been expelled from any affiliated or Kindred Club.

6 – FEE AND SUBSCRIPTIONS

- (a) After paying the initial entrance fee and subscription, all subsequent subscriptions shall be payable yearly in advance on or before 30 June in each year. Annual subscriptions and Entrance Fees shall be fixed by the Members at an Annual General Meeting, but any proposed alteration to existing subscriptions must first be notified by a Notice of Motion seven (7) clear days before the Annual General Meeting.
- (b) Any member intending to resign from the Club shall signify his or her intention to do so to the Secretary before the 30th day of June in each year, otherwise he or she shall be liable for the succeeding year's subscription but no such resignation shall relieve any member from payment of any such subscription or other monies due or payable by him or her at the time of such resignation.
- (c) Membership of the Club shall consist of, Life Member, Full Member under the age of sixty (60). Full Member with Partner under the age of sixty (60). Senior Member over the age of sixty (60). Senior Member with Partner over the age of sixty (60). Junior Member aged eighteen (18) to twenty four (24). Associate Membership.

- (d) Any member over the age of sixty (60) and that has been a member for two (2) full years will only be charged fifty (50) percent of the full subscription fees.
- (e) Over the age of sixty (60) with partner shall pay eighty (80) percent each of senior members subscription fees.
- (f) Full Member with Partner shall only pay seventy (70) percent each of the full subscription fees.
- (g) Any member aged from eighteen (18) to twenty-four (24) will only be charged sixty (60) percent of the full subscription fees.
- (h) Associate Membership is extended to non-profit organizations who use the Club facilities for their meetings on a regular basis. Individual Members of these Non-Profit organizations who do not hold membership of the Club in a category other than that of Associate Membership shall have no voting rights and are not entitled to stand for Office.

7 – LIFE MEMBERS

- (a) Any Member shall have the power to recommend to the Committee that any member be rewarded for special services to the club by electing him or her a Life Member. Such recommendation shall be made to the Committee prior to the 30th June in any year.
- (b) The Club at its Annual General Meeting upon the recommendation of the Committee shall have the power on a vote to reward any member for special services to the Club by electing him or her a Life Member, and he or she shall have all the privileges belonging to membership of the Club.
- (c) Automatic Life Membership will be granted to members who joined prior to 1 October 1978, and who have completed thirty continuous years of membership. Members must be financial at the date they are eligible to become a Life Member. They will retain all the privileges belonging to membership of the club.
- (d) All Life Members shall be entitled to hold any elected office within the Club.

8 – ARREARS

- (a) Any member allowing his or her subscription to fall one (1) month in arrears shall be at once notified thereof and if the same shall not be paid within one (1) calendar month from the service of such notification upon a resolution of the general committee his or her name may be forthwith struck from the Register of Members.

- (b) No member whose subscription is in arrears for one (1) month shall take part in any meetings or be nominated for or to continue to hold any office.

9 – ANNUAL GENERAL MEETING

The Club's financial year shall end on 30th June and the Report and Balance Sheet brought down for confirmation at some time in the month of September each year, which day shall be the date of the Annual General Meeting. Seven (7) clear days notice shall be forwarded to all members of the date of such meetings at which thirty members (30) shall form a quorum.

10 – SPECIAL GENERAL MEETING

The President shall call a Special General Meeting of the Club at any time immediately:

- (a) Upon the request by resolution of the Committee
- (b) Upon the receipt of a requisition signed by not less than thirty (30) members stating the purpose for which such a Special General Meeting is required. Seven (7) clear days notice shall be forwarded to all members of the date of such general meetings at which forty (40) members shall form a quorum.

The purpose of the meeting shall be notified in such notice to the members.

- (c) At Special General Meetings the first business taken (Except when the Meeting be for the purpose of election only) shall be that for which the Meeting is called and no other business shall be dealt with except on a motion of which due notice has been given as prescribed in Rule 11 (b) as hereinafter set out.

11 – GENERAL MEETINGS

- (a) At the Annual General Meeting the Report and Balance Sheet for the previous year taken together shall be the first business to be disposed of after discussion by adoption or rejection or adjournment of the discussion therein.
- (b) The adoption of the Report and Balance Sheet having been moved and seconded (but not yet put) any member without notice may ask any question or move any resolution relevant to the Report and Balance Sheet. Any member intending to move a resolution bearing upon the Management of the Club during the year then current or regarding any other matter must unless the resolution can be found in the Report and Balance Sheet give notice of his or her motion by posting a copy thereof upon the notice board seven (7) clear days before the meeting.
- (c) Any General Meeting may be adjourned to any time not exceeding fourteen (14) days thereafter. In the event of there being no quorum obtained within one (1) hour after 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 Committee who shall give at least three (3) days notice of the Meeting by

a notice on the notice board. In the event of there being again no quorum, the meeting shall lapse.

- (d) The conduct of any General Meeting shall be in complete control of the Chairman, who shall if he or she deems fit, enforce the usual rules of debate, whereby each member may speak once only to each motion or amendment except the mover who may reply.

12 – VOTING

At any general or special meeting ordinary and life members shall be entitled to be present and to give one vote and not more upon every question provided that in the case of equality of votes the Chairman shall have the second or casting vote.

13 – COMMITTEE

- (a) The Management of the Club shall be vested in a Committee composed of a President, Vice-President, and eight Committee persons. The Committee shall be deemed to be fully and properly constituted notwithstanding any extraordinary vacancies that may exist in the number of members returned at any election. In addition the three (3) Trustees shall also be elected who may attend meetings but shall have no vote, except as provided for at Rule 30.
- (b) At all meetings the Committee quorum shall consist of five (5) members.
- (c) The Committee shall have the power to appoint sub-committees for special purposes (See Rule 19b).

14 – QUALIFICATION OF OFFICE

Candidates for the office of President and Vice-President shall have served on the committee for at least one full term, namely that period of time between two (2) consecutive elections." Each candidate (Excluding those holding Associate Membership) for the office of committee shall have been a member of the Club for at least twelve (12) months. Candidates for the office of Trustee shall have been a President or Vice-President for at least twelve (12) months. No member shall hold more than one office except trustees who shall not in any event hold the offices of Secretary, Treasurer, or Auditor. The salaried offices of the Secretary and Treasurer may be held by one person at the discretion of the Committee, but not if the Secretary or Steward are holding the office of Treasurer. No member of the Committee shall be eligible for a paid office in the Club until he or she has resigned his or her position for at least seven (7) days.

15 – TERM OF OFFICE

- (a) The President, Vice-President and Committee shall hold office for twelve (12) months when their successors shall be elected. All out-going officers shall carry out their duties until their successors are appointed.
- (b) The Trustees shall hold office during the pleasure of the Club.

- (c) Sub Committees shall hold office at the pleasure of the General Committee. The President shall be ex officio a member of all Sub-Committees.
- (d) All retiring officers shall be eligible for re-election.

16 – ELECTION OF OFFICERS AND TRUSTEES

- (a) All members of the Committee together with one (1) Auditor and three (3) Trustees shall be elected by the Club except as otherwise provided for in the extraordinary vacancies in the manner and subject to the following conditions.
- (b) The one Auditor shall be a member of the New Zealand Society of Accountants. The appointed term of the auditor becomes renewable at the discretion of the committee
- (c) Each candidate for office must be duly proposed and seconded in writing by two (2) financial members of twelve (12) months standing. Such nomination to be signed by the candidate and handed to the Secretary. After confirmation of his/her eligibility the nomination form is to be immediately posted on the Notice Board. Nominations shall close at 10 o'clock on the night seven (7) clear days prior to the date of the election, nominations shall remain on the Club notice board until the conclusion of the Election. Any candidate desiring to withdraw his or her candidature must give notice thereof in writing to the Secretary, who shall post the same on the notice board beside the nominations where it shall remain until the conclusion of the Election.
- (d) The Annual Elections shall be controlled by a Returning Officer who shall be appointed by the Committee. The Returning Officer shall have the assistance of two (2) Scrutineers who shall be appointed by the Committee. Any candidate may appoint an additional Scrutineer on his or her behalf and at his or her expense. The Returning Office and all scrutineers are to be financial members of the Club.
- (e) The President shall declare the results of the election and exercise a casting vote when a tie results.
- (f) In the event of insufficient nominations being received those nominated shall be declared elected and the Committee shall make appointments to fill the vacancies.

17 – FORFEITURE OF OFFICE

- (a) If any member of the General Committee or sub-committee is absent from three (3) consecutive or regular meetings of the general committee or sub-committee without leave having been granted by resolution recorded in the minutes or allows his or her subscription to fall (1) one month in arrears or is

convicted of any crime formerly classified as a felony or becomes a bankrupt the committee shall declare his or her seat forfeited.

- (b) Any member of the Committee or of a sub-committee who is suspended for misconduct shall forfeit his or her seat on said committee.

18 – EXTRAORDINARY VACANCIES

- (a) Should any vacancy occur in the office of President the Vice-President shall assume office of the President for the unexpired period to the general elections. Should a vacancy occur in the office of Vice-President the Committee shall have the power to appoint a Vice-President from within the committee for the unexpired period prior to the general elections.
- (b) Should any vacancy occur in the office of committee-person the Committee shall fill such vacancy for the unexpired period prior to the general elections.
- (c) In the event of the position of Auditor becoming vacant the Committee shall have the power to appoint a replacement for the unexpired period until the next appointment following the annual elections.
- (d) In the event of a vacancy occurring in the office of Trustee a new Trustee shall be elected in the manner prescribed in Rule 16 at a Special General Meeting called for that purpose.

19 – POWERS AND DUTIES OF COMMITTEE

- (a) The Committee shall meet on a night appointed by them once in each month. The President shall have of his or her own motion or shall on receipt of a requisition signed by not less than two-thirds of members call Special General Meetings of the Committee by posting a notice on the notice board twenty four (24) hours before the time fixed for the meetings.
- (b) The Committee shall have the power to make regulations not inconsistent with the Rules for the Management of it's affairs as a committee and may appoint sub-committees for special purposes but no decision of any sub-committee shall be binding unless adopted by the general committee.
- (c) The general committee shall have the power to make by-laws not inconsistent with the Rules for any such regulation of the management of the Club or any part of its business. All such by-laws must be submitted to the first Annual General Meeting for approval and when approved shall be posted in a convenient place according to the subject to which they relate.
- (d) The Committee shall have the power to appoint, suspend or dismiss any salaried officer of the Club. "Any income, benefit or advantage shall be applied to the objectives of the organization. No member of the organization or any person associated with a member shall participate in or materially influence any decisions made by the organization in respect of the payment

to or on behalf of that member or associated person of any income, benefit, or advantage whatsoever. Any such income shall be reasonable and relative to that which would be paid in an arms length transaction (being open market value)."

- (e) The Committee shall have the power to suspend or expel any member for misconduct (Whether inside or outside the Club's Premises), or any wilful infringement of the Club's Rules, but the member must be immediately informed of the Committee's decision to his or her last known address or otherwise and he or she shall have the right of appeal under Rule 32.
- (f) The members of the Committee shall render the staff every assistance in their power to maintain order and prevent any infringement of the Rules and By-laws.
- (g) The Committee shall at all times entertain practical and useful suggestion from members for the improvement of the Club. Such suggestion must be made in writing through the Secretary.
- (h) Any complaints in connection with the Club shall be made in writing to the Secretary and signed by the member or members making such complaints and the Committee shall enquire into and adjudicate on any such complaints or complaint. Any member or members lodging a complaint shall not be allowed to withdraw the same without investigations by the Committee.
- (i) The Committee shall provide a suitable notice board for the posting of notices as required by the rules.
- (j) The Committee shall cause the Book of Accounts to be kept by double entry and each Annual Meeting a Statement of Accounts including a Profit and Loss Account, a Balance Sheet and a full account of it's financial position duly audited shall be submitted with the Committee's Annual Report. The Report and Balance Sheet shall be printed and circulated among the members through the Secretary at least seven (7) days before the Annual General Meeting.

A copy of the last Annual Return shall be kept for the inspection of any member or person interested which said copy shall always be exhibited in a conspicuous place at the Registered Office.

- (k) The South Wairarapa Workingmen's Club Social Club shall be deemed to operate as a sub-committee and shall be bound by the Club's rules and bylaws, provided that its members shall be elected annually by the sporting and social adjuncts of the Club.

20 – BORROWING POWERS AND SPECIAL EXPENDITURE

- (a) The Trustees may, if authorised by a resolution of the Club in General Meeting, borrow money for the purposes of the Club either at one time or from time to time and at such rate of interest by way of mortgage of lands as shall be

specified in such resolution and there upon the Trustees shall at the direction of the Executive make such disposition of the Club's real property or any part thereof and enter into such agreements on behalf of the Club in relation thereto as the Executive may deem proper for giving security for such loans and interest. All members of the Club, whether voting on such resolution or not and all persons becoming members of the Club after the passing of such resolutions shall be deemed to have consented to same as if they had voted in favour of the resolution.

- (b) Any resolution, passed by the Committee involving any expenditure of over \$20,000 (Twenty thousand dollars), for any special purposes shall be posted on the notice board fourteen (14) days before such resolution shall take effect.

Should not less than thirty (30) members sign a protest against the proposed expenditure and hand it to the Secretary (who shall attach it to the resolution) before expiration of said fourteen (14) days the resolution shall not take effect until said resolution has been submitted to and approved of by a General meeting.

21 – CHEQUES

All bills of exchange shall be signed in manner decided by the Committee but one signatory shall be that of a Trustee.

22 – PRESIDENT

- (a) The President shall have control over all paid officers of the Club subject to the approval of the Committee and shall preside at all Meetings of the Club, and of the Committee. In his or her absence the Vice-President shall preside and failing both the meeting or the Committee or Sub-Committee as the case may be shall elect a Chairman. At any General or Special Meeting or at any meeting of the Committee the Chairman shall have a deliberative as well as casting vote.
- (b) The President or Vice-President shall have, in addition to the ordinary right of a member to enter, the right of entry upon or entry into any part of the Club premises or building at any time other than Club hours if accompanied by one or more of the General Committee.
- (c) The President, or in his or her absence, the Vice-President or in the absence of both a Committee-person shall have the power to suspend from all privileges of the Club any member or members for misconduct or otherwise violating the Rules of the Club but shall, within seven (7) days convene a meeting of the Committee to deal with the charge.
- (d) The President and Vice President shall be granted an Honorarium, and that the amount of the Honorarium shall be determined at each Annual General Meeting.

23 – SECRETARY

- (a) The Secretary shall be a salaried officer of the Club appointed by the Committee.
- (b) He or she, shall be the Club's representative for the purposes of any legal proceedings; except in a matter of appeals, when the Appeal Board may recommend an independent Secretary for the purpose.
- (c) The Secretary's duties shall be to take correct minutes at all meetings except the minutes of sub committees. To conduct all correspondence, maintain a register of members, act as executive officer for the Committee, in the management of the Club generally where he or she is not also Steward and to employ such means of check or audit on the Steward's receipts and expenditure of goods or money which he or she may deem expedient. To receive any written or verbal communication from the Stewards or Stewardesses intended for the Committee.
- (d) He or she shall prepare and forward all Returns required by Act of Parliament and specifically the Annual Return and copies of resolutions to be forwarded to the Registrar of Friendly Societies, and shall perform all other duties imposed on the Secretary by these Rules. He or she shall also notify the Registrar of Friendly Societies of every appointment of a new Trustee, and of any change in the registered office of the Club.
- (e) The Secretary shall, if required by the President and one member of the Committee, hand over all books, papers, documents and cash in his or her possession, the property of the Club to the President.

24 – TREASURER

- (a) The Treasurer shall be a salaried officer of the Club and appointed by the Committee.
- (b) The Treasurer shall exercise control and supervision over the receipts and expenditure of the Club and shall submit a financial statement to the Committee not less than once a month. In the event of the Treasurer being absent the President shall exercise control over his or her office.
- (c) The Treasurer shall keep the Cash Book of the Club and prepare a Balance Sheet in sufficient time for auditing and circulating as required by these Rules for the Annual Meeting. He or she shall prepare a Statement of Receipts and Expenditure for the year and hand the same to the Secretary to be included in the Returns to be sent to the Registrar of Friendly Societies.
- (d) The Treasurer shall, if required by the President and one member of the Committee hand over all books, papers, documents and cash in his or her possession the property of the Club to the President.

25 – MANAGER, BAR MANAGER AND CHIEF STEWARD

- (a) The Manager shall be a salaried officer of the Club appointed by the Committee. The duties of the Manager shall be to have the custody of the Club's premises and furniture, fixtures etc therein to maintain the general cleanliness and regularity of the Rooms, to be in attendance during the hours fixed by the Committee, to superintend the social amenities, to receive payment of subscriptions and other monies, and if required to give receipts for the same and generally conform to such regulations as shall be made from time to time by the Committee for his or her guidance.
- (b) The Manager shall pay over to the Treasurer or to the Secretary in the absence of the Treasurer at least once in every week all monies received by him or her on account of the Club.
- (c) The Manager shall be responsible for the ordering of all trading supplies, cleaning and normal maintenance supply materials and shall maintain such record as shall be required by the Secretary in respect of such goods ordered.
- (d) The Bar Manager or Chief Steward shall not expend any money or purchase or order any goods not required for normal trading, cleaning or maintenance without the approval of the Secretary and the authority of the Committee.
- (e) The Manager shall control all sub-stewards and oversee them in all of their duties to such regulations as shall from time to time be made by the Committee for his or her guidance.
- (f) The Club may also appoint a Bar Manager or Chief Steward who shall be a salaried officer. The Committee may delegate the powers and duties contained in paragraphs (a), (b), (c) and (e) of this Rule to that person.
- (g) The Manager, Bar Manager, and Chief Steward shall also further the social activities of the Club and in general further the aims and objects of the Club.

26 – SECRETARY-TREASURER

- (a) The Committee may with the consent in writing of the Registrar combine the office of Secretary with that of treasurer and such Secretary-Treasurer shall be a salaried officer of the Club appointed by the Committee.
- (b) The Secretary-Treasurer's duties shall be the duties of the Secretary as set out in these Rules together with those of the Treasurer as set out in these Rules.

27 – SECRETARY MANAGER

- (a) The Committee may combine the office of Secretary with that office of Manager and such Secretary-Manager shall be a salaried officer of the Club appointed by the Committee.
- (b) The Secretary-Managers' duties shall be the duties of the Secretary as set out in these Rules and in addition he or she shall have the duties of the Manager as set out in these Rules.

- (c) The Secretary-Manager shall not be a member of the Committee but shall be entitled to be present at and participate in Committee Meetings and may take part in discussions of the Committee unless such discussion concern him or her without him or her having any vote.

28 – FIDELITY OF OFFICERS

The fidelity of all officers in receipt of monies shall be guaranteed by a policy of insurance in some fidelity guarantee society for such amount as the Committee may from time to time determine. The premium shall be paid by the Club.

29 – INVESTMENT OF FUNDS

The trustees may with the consent of the Committee or a majority of the members present and entitled to vote in General Meeting, from time to time invest the funds of the Club, or any part thereof, to any amount in any of the following ways:

- (a) In any incorporated bank carrying on business in New Zealand.
- (b) In any debentures, bonds or Treasury bills issued by or on behalf of or guaranteed by the Government of New Zealand under the authority of any Act.
- (c) In the purchase of land or in the erection or alterations of offices or other buildings therein.
- (d) In the bonds, debentures, or other securities of any local authority issued under the Local Authorities Loans Act 1956.
- (e) On a first mortgage of freehold lands in New Zealand. When any monies are invested under the provisions of this section on any mortgage or other security over land, the amount so invested shall not exceed two-thirds of the value of the security.
- (f) Not more than five per cent in the aggregate of the funds of the Club for the time being. In the shares or convertible notes of any company the price of which is quoted on the official list of the Stock Exchange. Association of New Zealand where the shares or convertible notes are paid up or are due to be paid up within nine months of the date of their issue and where the company, has in each of the five years immediately preceding the year in which the investment is made, paid a dividend on all issued capital of the Company.
- (g) Upon any other security expressly directed by these rules, not being personal security, except as in the Friendly Societies Act authorised with respect to loans.

30 – MANAGEMENT OF ASSETS

- (a) Every Trustee shall be a member of the Executive ex-officio, but shall not be able to make up a quorum at any meeting of the Executive, and shall be permitted to take part in proceedings and only be permitted to vote on matters pertaining to:
- i. The investment of funds of the Club pursuant to the sections 29, 49 and 52 of the Friendly Societies and Credit Unions Act 1982.
 - ii. The purchase or other acquisition of land
 - iii. The sale, exchange, mortgage or lease of that land
 - iv. Extension or increase in bank or finance company accommodation.
- (b) The Club shall have a Common Seal which shall be kept in the custody and the control of the Secretary/Treasurer for the time being and the documents to be executed by the Club and shall be executed with the following attestation clause or by allonge pursuant to a resolution of the Executive Committee, "The Common Seal of the South Wairarapa Working Men's Club was hereto affixed in the presence of two members of the Executive Committee in accordance with a minute recorded on dd/mm/yy.

31 – OFFENCES

- (a) No drunkenness, obscene language, disorderly conduct, playing any game whatever for money or raffles (unless approved by the appropriate authorities) shall be allowed on Club Premises. Any member so offending shall render himself or herself liable to be suspended from all privileges attaching to his or her membership or to be summarily expelled.
- (b) A member knowingly introducing a disqualified person as a candidate shall render himself or herself liable to suspension and the Committee shall have the power to declare void any election so obtained.
- (c) Any member removing any article the property of the Club from the premises without the consent of the Committee or wilfully breaking, tearing or injuring any property belonging to the Club and refusing to replace, make good or pay for same shall render himself or herself liable to expulsion.
- (d) Any permanent member of the staff of the Club endeavouring in any way to influence the result of an election or nominating or seconding any candidate for office shall be liable to dismissal.
- (e) Any member who shall be convicted of any criminal offence for which the offender is liable to imprisonment shall be liable to suspension or expulsion.
- (f) Any member against whom a prohibition order is made shall cease to be a member until the expiry or cancellation of the order.

32 – APPEALS

- (a) Any member being expelled or suspended and desiring to appeal must give notice in writing to the Secretary within seven (7) days (excluding Sundays) from the day that notice would be deemed to be received in the ordinary course of post, stating grounds for appealing. The Secretary shall, at once, appoint an appeal board of five (5) members selected by ballot from past presidents, vice presidents and trustees, three to form a quorum whose duty it shall be to hear and decide any appeal lodged by a member against any decision of the Committee entailing suspension or expulsion.
- (b) On the recommendation of the Appeal Board, the Secretary shall appoint an independent Secretary to be the Appeal Board Secretary.
- (c) The decision of the appeal board is to be final.

33 – VISITORS

- (a) The President, Vice-President, and Secretary shall have the power to issue Special Honorary Member's tickets for a term not exceeding one (1) month available to persons visiting the district, such tickets to entitle the holder to the same privileges as an honorary member only. The application for such tickets must be made through a member of this Club. They shall also have the power to grant the privileges of the Club to visiting teams individuals engaged in competition with member's of the Club.
- (b) Subject to the following provisions every member may invite any person as a visitor to the Club. All visitors shall sign the Visitor's Book provided by the Committee and enter their name and address therein on each occasion. The member accompanying a visitor shall also sign the Visitor's Book and will at all times be responsible for the conduct of the Visitor. No person can be so introduced-
 - (1) Who has within the previous twelve (12) months been rejected by the Committee or who is a member serving a suspension.
 - (2) Who is a prohibited person under the Sale of Liquor Act or who has been expelled from any affiliated Club.
- (c) No visitor shall be sold or supplied Liquor on the Club premises unless the visitor is present on the invitation of a member and is in the company of a member and the liquor is supplied for consumption on the premises. Visitors shall not remain after the member introducing him or her, leaves the Club premises.
- (d) A member of an affiliated Club may be sold or supplied liquor on the Club premises provided he or she has on admission to the premises produced sufficient evidence to an officer of the Club or member of it's staff that he or she is a financial member of an Affiliated Club. Affiliated visitors shall sign the Visitors Book, and shall enter their names and the name of their own Club therein.

- (e) Persons residing within the boundaries as described in Rule 5 (a) may be introduced as visitors to the Club, however, if under this rule a person or persons is seen to be taking undue advantage of this privilege, then the President, Vice-President or Secretary shall have the power at any time to forbid or suspend the admission of that person or persons, or revoke any approval given under any preceding paragraph hereof.
- (f) Members may invite their spouse, son, or daughter as a visitor to the Club, and all Visitors Rules must apply.

34 – CLAIM TO PROPERTY

No expelled or retiring or forfeiting member shall have any claim upon the Committee or the Club either collectively or individually or to any property whatsoever belonging to the Club.

35 – DISSOLUTION

No resolution dissolving the Club shall take effect until it has been consented to by at least three-fourths of the members testified by their signatures to the instrument of dissolution. Should the Club be dissolved any money remaining after the due settlement of all debts and affairs of the Club shall be handed over as determined upon and set out in the instrument of dissolution provided however that such moneys shall not be distributed amongst the members of the Club.

36 – INSPECTION OF BOOKS

Any member having an interest in the funds of the Club shall have within twenty four hours of having made written application to the Secretary of the Club, the right to inspect its books but no such member unless he or she is an officer of the Club shall have the right to inspect the loan account of any member without the written consent of that member.

37 – INSPECTION OF AFFAIRS

It shall be the right of one-fifth of the total number of members, or 100 members if the whole membership is not less than 500 and not more than 10,000 or of 500 members where the whole membership numbers more than 10,000 by application made in writing to the Registrar of Friendly Societies and signed by those members who-

- (1) to apply for the appointment of one or more inspectors to examine the affairs of the Club and to report thereon;
- (2) to apply for the calling of a special meeting of the Club:

- (3) to apply for an investigation into the affairs of the Society with the view to the dissolution thereof.

38 – REVISION OF RULES

The Rules of the Club shall undergo no revision, amendment or alteration unless with the concurrence of three-fourths of members present at a Special General Meeting or Annual General Meeting and no new Rule or amendment shall have any effect until it has been approved by a Special General Meeting or Annual General Meeting. A copy of the proposed amendment or addition to have been previously posted on the Club's notice board for twenty-one (21) clear days before such meeting. No addition to or alteration of the non-profit aims, personal benefit clause, or the winding up clause shall be approved without the approval of the Inland Revenue Department. And 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.

39 – DISPUTES

Every dispute between a member or person claiming through a member under these rules shall be decided by the Committee and the decision so made shall be binding and conclusive on all parties without appeal, and shall not be removable to a Court of Law, or restrainable by injunction and application for the enforcement thereof may be made to a Judge or to any other court of competent jurisdiction. (See Friendly Societies Act 1909, Section 72).

FRIENDLY SOCIETIES ACT, 1909

The Rules set out herein are to be read in conjunction with the Provisions of the Friendly Societies Act, 1909.

K McMahon	President
I Rayner	Vice-President
A D'Ath	Member
D Linton	Secretary

REGISTRAR'S CERTIFICATE

I HEREBY certify that the foregoing complete Amendment to Rules of the South Wairarapa Working Men's Club, having its registered office at Greytown, in New Zealand, in conformity with law and the provisions of the Friendly Societies Act 1909.

Dated the 26th day of October, 1993.

W K Sloan

Registrar of Friendly Societies

BY-LAWS

- (1) The bar shall be open during the hours prescribed by law but may be closed on such special occasions as the executive may authorise.
- (2) The Club premises shall be open from 10.00am to 11.00pm or such hours as the executive may from time to time approve on all such days of which the bar facilities shall be opened.
- (3) The Secretary shall be the Club's representative for the purpose of the Licensing Laws of the Dominion.
- (4) No member shall bring intoxicating liquor or other beverage into the Club for his or her or for other member's consumption on the premises, unless in the special circumstances of a private function where a special wine is required the

President or his/her Representative may authorise the charging of a corkage fee as long as a request for this has been received in writing.

- (5) No notice, card bill, or placard shall be exhibited in the Club, except by the Secretary, Manager or President or their deputy for the time being.
- (6) That all members, both male and female are expected to maintain a reasonable standard of dress at all times. No member is allowed to wear dirty or muddy footwear in the Club. The Executive Committee shall determine what is not a 'reasonable' standard of dress.
- (7) No off sales shall be consumed on the Club premises.
- (8) The Social Club Annual General Meeting shall be held seven (7) days prior to the Club's Annual General Meeting.
- (9) No off sales shall be supplied to anyone that is not a member or affiliated member of a Clubs NZ Club.
- (10) That all Staff, excluding salaried officers, who are regularly rostered to work for more than twenty (20) hours a week is automatically appointed an Honorary Member.
- (11) Any Member that is allowed to utilise the Club Debtor system shall not exceed a limit of \$200.
- (12) Junior Members from the age of fourteen (14) shall be allowed to join as a Junior Members at the discretion of the Executive.

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