

CONSTITUTION AND RULES
OF
THE NEW ZEALAND SOCIETY OF HONG KONG (2010 EDITION)

Interpretation

In the interpretation of these Rules, unless the context otherwise requires:

“Society” shall mean the New Zealand Society of Hong Kong.

“Committee” shall mean the Committee for the time being appointed under these Rules.

“President” shall mean the President for the time being of the Society.

“Secretary” shall mean the Honorary Secretary for the time being of the Society.

“Treasurer” shall mean the Honorary Treasurer for the time being of the Society.

“Members” shall mean Financial and Honorary Members as determined hereunder.

1. NAME

(1) The English name of the Society shall be “**New Zealand Society of Hong Kong**”.

(2) The Maori name of the Society shall be “**Te Kahui Hoahoatanga o Aotearoa ki Hong Kong**”.

2. OBJECTS

(1) Generally to further the interests of New Zealand or New Zealanders resident in Hong Kong, who are members of the Society, through social and cultural activities.

(2) To carry out fund raising activities for such charities as may be proposed by the Committee and for the benefit of the Society generally.

3. MEMBERSHIP

- (1) Membership of the Society shall be open to residents in Hong Kong
 - (a) Who were born in New Zealand; or
 - (b) Who by virtue of long residence may be regarded as a domiciled New Zealander; or
 - (c) Who shall be the husband, wife, partner, son or daughter of (a) or (b) above; or
 - (d) Any person proposed by a member qualified under (a) or (b) above.
- (2) The Society shall offer two membership categories, namely:
 - (a) Family Membership, comprising:
 - (i) A married couple or two unmarried adult partners and their dependent children, if any; or
 - (ii) A single adult parent and his or her dependent children.
 - (b) Single Membership, comprising one single adult person over the age of 18 years.
- (3) The Society may admit to membership as an Honorary Member any person who is proposed by a member qualified under Sub-Clause 3(1) (a) or (b).

4. APPLICATION FOR MEMBERSHIP

- (1) Application for membership shall be made on the approved Membership Application Form and submitted to the Committee through the Secretary.
- (2) The Committee shall consider the application for membership at its next scheduled Committee meeting and advise the applicant forthwith of the outcome.
- (3) The Committee shall have the power to refuse membership to an applicant without assigning cause.

5. FEES

- (1) The annual subscription fees payable each calendar year shall be as determined by the previous Annual General Meeting.

- (2) The Committee may at its discretion reduce or waive individual subscriptions in special circumstances.

6. CESSATION OF MEMBERSHIP

The Committee may for sufficient cause rule that a person's membership shall cease. One month's warning shall be given to such member before the meeting of the Committee at which action in this matter is proposed. There shall be no appeal from the decision of the Committee.

7. MANAGEMENT

- (1) The management of the affairs of the Society shall be in the hands of a Committee consisting of:

- (a) A President;
- (b) A Vice-President;
- (c) An Honorary Secretary;
- (d) An Honorary Treasurer;
- (e) Up to five (5) other members who shall be elected at the Annual General Meeting, or at Committee meetings, from among the members of the Society.

- (2) Should it be so desired, the offices of Honorary Secretary and Honorary Treasurer may be combined.

- (3) Adult spouses or partners from the same family membership may be elected to sit on the Committee at the same time.

8. QUORUM

At all Committee meetings, four (4) shall form a quorum.

9. POWER AND DUTIES

- (1) The Committee shall have the power to:

- (a) Carry out the objects of the Society.
- (b) Fill any vacancy in the Committee.
- (c) Apply or expend the funds of the Society in such a manner, as it shall deem expedient in furtherance of the objects of the

Society.

- (d) Prepare reports and accounts of the Society's affairs for the Annual General Meeting.
- (e) Act in any manner deemed expedient should the occasion arise for which provision is not made in these Rules or such Rules as shall be subsequently made for the Society.
- (f) Co-opt additional members for specific purposes.
- (g) Appoint Sub-Committees for any specific purposes.

10. ANNUAL GENERAL MEETING

The Society shall convene an Annual General Meeting (AGM) in the months of March, April or May each year for the following purposes:

- (1) To receive the reports and balance sheet of the Society for the year ending 31st December previous.
- (2) To elect the officials and members of the Committee for the ensuing year.
- (3) To appoint Honorary Auditors for the Society's accounts.
- (4) To transact any other business arising in accordance with the Rules and Objects of the Society.

11. EXTRAORDINARY GENERAL MEETING

The Committee may at any time call an Extraordinary General Meeting (EGM) and shall do so forthwith upon the signed request of ten (10) members.

12. NOTICE

Twenty-one (21) days notice shall be given of any General Meeting, together with details of the business to be transacted thereat.

13. QUORUM

- (1) The quorum of the General Meeting shall be ten (10) members.
- (2) If at any General Meeting a quorum is not present, the meeting shall be adjourned to the same hour, place and day of the week following and at such adjourned meeting those members present shall form a quorum.

14. CONDUCT OF MEETINGS

- (1) At all Committee meetings, the President shall be the Chairperson. Should the President be absent, the Chairperson shall be the Vice-President, failing him (or her) a member elected by the meeting.
- (2) The Chairperson shall have a second or casting vote.

15. ACCOUNTS

The financial year shall end on the 31st day of December each year to which day the accounts shall be balanced.

16. AUDIT

The accounts shall be audited by such Honorary Auditors as shall be appointed at the Annual General Meeting.

17. FUNDS

The funds of the Society shall be deposited in a bank to be determined by the Committee and any surplus funds may be placed on deposit with a licensed bank or invested in shares of listed Hong Kong companies and deposited with a bank.

18. BANK ACCOUNTS

- (1) Bank accounts may be operated on by not less than two members of the Committee, and one of the signatories must be either the President or the Secretary of the Society.
- (2) No two or more Committee members who are associated in any way by marriage, partnership, family, business or other binding relationship shall operate the bank accounts or be cheque signatories of the Society at the same time.

19. ALTERATION OF RULES

No alteration of these Rules shall be made except at a General Meeting by a resolution carried by a majority of at least two-thirds of the votes recorded at the meeting.

20. WINDING UP

In the event of the Society being wound up, the Committee shall dispose of the funds of the Society to a charity or charities of its choice in Hong Kong.