

**CONSTITUTION OF
ALLEGRO ICE DANCE CLUB INCORPORATED
2020**

1. NAME

The name of the Club shall be the "Allegro Ice Dance Club Incorporated", hereafter called the "Club".

2. INTERPRETATION

In this constitution unless the context otherwise requires:

"Committee" means the Committee of the Club.

"Constitution" means the constitution of the Club.

"Guidelines" means any guidelines for operation of the Club established by the Committee.

"ISU" means the International Skating Union.

"Member", unless the context otherwise requires, means a member of the Club or its representative at any meeting of the NZIFSA or the NIISSA.

"NIISSA" means the North Island Ice Skating Sub Association Incorporated.

"NZIFSA" means New Zealand Ice Figure Skating Association Incorporated.

"President" means President of the Club.

"Regulations" means any regulations, rules and by-laws of the Club established by the Committee and any applicable regulations, rules, and by-laws of the NIISSA, the NZIFSA, and the ISU.

"Secretary" means the Secretary of the Club.

"Treasurer" means Treasurer of the Club.

"Vice-President" means Vice-President of the Club.

3. OBJECTIVES

(a) To undertake, facilitate and encourage figure skating in all its forms.

(b) To acquire, analyse and disseminate information and knowledge of relevance to Members.

(c) To initiate, promote and facilitate the instruction of ice skating, choreography, dance, and fitness as they may apply to figure skating in all its forms.

(d) To promote the maintenance of high standards of performance in figure skating.

(e) To initiate, promote, facilitate, and host ice skating competitions, championships, NZIFSA tests, and exhibitions.

(f) To initiate and promote ideas designed to enhance championships, NZIFSA tests, exhibitions, judging, Kiwi Skate, ice shows, or masters games and any other as the Club Committee shall from time to time approve.

(g) To support and co-operate with all groups which promote, pursue or support objectives similar to any or all of the objectives of the Club, both nationally and internationally.

- (h) To comply with and submit to the rules, by-laws, regulations, resolutions and obligations of the NZIFSA and the ISU insofar as they are applicable to the Club.
- (i) To recognise the NZIFSA as having the final right to determine all disputes in relation to the NZIFSA and ice figure skating excluding disciplinary matters and disciplinary hearings.
- (j) To raise monies and accept sponsorship for the furtherance of the objectives aforesaid.
- (k) To do any other thing which may seem to the Club necessary, desirable, incidental or conducive to the advancement, pursuance, furtherance, support or attainment of all or any of one or more of the objectives of the Club, and to exercise the powers of the Club.

4. MEMBERSHIP

- (a) Any natural person who is interested in the Club's objectives may apply in their own name to the Committee using the online membership form or in writing. Every application for membership shall be accompanied by payment of the membership fee as set by the Committee.
- (b) An application for membership shall be considered by the Club Committee, which may approve or decline any such application without giving any reason therefor. Upon any such application for membership being approved, the name of the applicant shall be entered in the register of Members.
- (c) Members may hold only one membership in the Club and must agree to abide by the Regulations.
- (d) If, in the opinion of the Committee, it is desirable in the interests of the Club that any Member thereof shall cease to be a Member, the Committee, after giving such Member opportunity of being heard before a Special Committee Meeting called for that purpose, may request such Member to resign. If the Member fails to resign within twenty-one days after such written request has been posted, the Club Committee shall have the power to expel such Member.
- (e) Any Member may resign from the Club by giving written notice to the Secretary to that effect.
- (f) The Club Committee may recommend to the Annual General Meeting that any person who has tendered special services to the Club or to the furtherance of its objectives may be elected a Life Member of the Club and shall thereafter be entitled to all the privileges of membership without paying the annual subscription, provided two thirds of the Members present and entitled to vote are in agreement.
- (g) Members under the age of 16 shall be classified as junior Members. Junior Members may attend general meetings and speak, but cannot vote nor hold office. Members that are not junior Members will be classified as senior Members.
- (h) The membership period and information relating to the annual subscription shall be detailed in the membership guidelines of the Club

5. COMMUNICATION WITH MEMBERS

- (a) Every communication with a Member shall generally be by electronic message in clear text, directed to the e-mail address of the Member as recorded in the records of the Club. Communications may also be sent by post, courier, or hand delivery as the Committee sees fit. Such messages will be acceptable for the conduct of the business of the Club unless the Secretary shall advise that any specific business or meeting shall be

conducted at a meeting at which Members are required to be physically present.

(b) Electronic messages shall be considered written notice.

6. MEETINGS OF CLUB

(a) All meetings of the Club may be held using Internet and communications technologies.

The guidelines for any such meetings shall be detailed in the electronic meeting guidelines of the Club. The announcement of any meeting must indicate which electronic meeting guidelines will be followed. If the announcement does not indicate which electronic meeting guidelines will be followed, then Members must be physically present at the meeting.

(b) A meeting of the Club is a meeting of the Members, and may be a meeting at which those taking part are physically present or in attendance via the Internet or other electronic means.

(c) The Club shall in each year within three months of the end of the Club's financial year hold a meeting as its Annual General Meeting in addition to any other special meeting in that year, and shall specify the meeting as such in notices calling it.

(d) All meetings other than the Annual General Meeting shall be called Special General Meeting but do not include Club Committee Meetings.

(e) A Special General Meeting may be convened by the Club Committee whenever it thinks fit.

(f) A Special General Meeting shall be convened by the Club Committee on the requisition of not fewer than six Members entitled to vote at the meetings of the Club. The failure of the Club Committee to convene a Special General Meeting within a reasonable time of the deposit of the requisition, shall entitle the requisitionists to convene a Special General Meeting.

(g) Every senior Member present shall have one vote, and on a secret poll every senior Member shall have one vote.

(h) No Member shall be entitled to vote unless all monies due and payable by that Member to the Club have been paid.

(i) At any meeting, a resolution put to the meeting shall be decided on an open poll unless a secret poll is requested by the Chairperson or by at least three Members present and entitled to vote at meetings of the Club.

(j) In the case of an equality of votes, either on an open poll or on a secret poll, the Chairperson of the meeting at which the voting takes place will be entitled to a second vote.

(k) Club Committee meetings may be called at any time by the President or Secretary by giving at least forty-eight hours' notice to every Member of the Committee.

7. NOTICE OF CLUB MEETINGS

(a) The Annual General Meetings and Special General meetings shall be called by at least fourteen days' notice to each Member and shall specify the day and the hour of the meeting, the location, whether Internet attendance will be permitted, and the business to be considered.

- (b) Accidental omission to give notice or failed e-mail delivery of a notice of an Annual General Meeting or Special General Meeting to any Member or Members shall not invalidate the proceedings at the meeting.
- (c) The Business to be considered at an Annual General Meeting shall include the consideration of the financial statement, President's report, the election of officers, President, Vice-President, Secretary, Treasurer, and Committee.
- (d) No business shall be transacted at any Annual General Meeting or Special General Meeting unless a quorum of Members entitled to vote are present at the time when the meeting proceeds to business. A quorum shall consist of eight Members at any Annual General Meeting or Special General Meeting. A quorum at any Club Committee meeting will be four Members present.
- (e) If within thirty minutes from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of Members entitled to vote at meetings of the Club, shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time and place or to such other day and at such other time and place as the Committee may determine, and if at the adjourned meeting a quorum is not present within thirty minutes from the time appointed for the meeting, the Members present and entitled to vote shall constitute a quorum.
- (f) The President, or in the event of his/her absence the Vice-President, shall preside as Chairperson at every meeting of the Club. If neither the President nor the Vice-President is present within fifteen minutes after the time appointed for the holding of the meeting or is unwilling to act as the chairperson, the Committee shall elect one of their number to Chair the meeting.
- (g) The Chairperson may, with the consent of the meeting at which a quorum is present, and shall, if so directed by the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

8. COMMITTEE

- (a) The affairs of the Club shall be managed by the Club Committee, which may exercise all the powers of the Club guaranteed by the Constitution.
- (b) The Club Committee shall consist of a President, Vice-President, an immediate Past President, Secretary, Treasurer, and not more than ten nor fewer than two other persons, all of whom shall be financial Members of the Club, all of whom shall be elected annually and hold office until the election of their successors.
- (c) The Club Committee shall have the power to appoint any Member of the Club to any vacancy occurring in the Club Committee. Any person so appointed shall hold office until the next Annual General Meeting.
- (d) The office of a Member of the Club Committee shall be vacated if that Member resigns his/her office by notice in writing to the Club Committee.

9. SECRETARY

- (a) To record and do all such lawful acts and things which are incidental to decisions of the

Club Committee or the Members' decisions at a General Meeting, recording in the books all resolutions, proceedings, e-mail, correspondence and minutes of all Club Annual General Meetings, Special General meetings and all Club Committee meetings.

10. TREASURER

- (a) The Treasurer shall record the finances of the Club and shall present regular financial reports and statements to the Committee, and a financial statement to the Annual General meeting.
- (b) Bank accounts shall be held in the name of the Club and signatories of those accounts shall be approved by the Members present at the Annual General Meeting.
- (c) In the event of an alteration to the signatories becoming necessary, a Special General Meeting may be called for this purpose.
- (d) An Auditor who may or may not be a Member of the Club may be appointed at each Annual General Meeting at the discretion of those present. An Auditor so appointed shall audit the accounts of the Club and shall attach an audit letter to the Treasurer's annual financial statements for presentation to the Annual General Meeting. If the Auditor is unable to act, the Committee may appoint a replacement Auditor.

11. FINANCE

- (a) Every Member shall, by the due date each year, pay to the Club Treasurer the annual subscription as set by the Committee and as detailed in the membership guidelines of the Club
- (b) The financial year of the Club shall be from 1 January to 31 December.
- (c) The Committee may deal with the money of the Club that is not immediately required in such manner as it thinks fit.
- (d) The Committee shall have power to borrow such amounts, and on such terms, as it thinks fit, and to give as security therefor and interests thereon such security as the Committee may determine.
- (e) The Committee may receive and expend money in pursuance of all or any of the objectives of the Club and in or about the management, administration and operation of the Club as it thinks fit.
- (f) The Committee may remunerate any person, firm, company, or corporate body for services rendered or to be rendered to, for or on behalf of the Club as the Committee thinks fit.
- (g) Any income, benefit, or advantage must be used to advance the charitable purposes of the Club.
- (h) No Member of the Club, or anyone associated with a Member, is allowed to take part in, or influence any decision made by the Club in respect of payments to, or on behalf of, the Member or associated person of any income, benefit, or advantage.
- (i) Any payments made to a Member of the Club, or person associated with a Member, must be for goods or services that advance the charitable purpose and must be reasonable and relative to payments that would be made between unrelated parties.

12. COMMON SEAL

(a) The Common Seal of the Club shall be kept by the Secretary or Treasurer and shall be affixed to any document when necessary by resolution of the Committee.

(b) The Common Seal shall be affixed to any contract entered into by the Club which would be by deed if entered into by private persons. For the avoidance of doubt, the Common Seal should be affixed to any contract entered into by the Club, although failure to affix the Common Seal shall not render that contract invalid.

13. WINDING UP

(a) If any property remains after the winding up or dissolution of the Club and the settlement of all the Club's debts and liabilities, that property must be given or transferred to another Club that is charitable under New Zealand law and has purposes similar to those of the Club being wound up.

14. ALTERATIONS TO CONSTITUTION, RULES AND GUIDELINES

(a) This Constitution shall not be altered, added to, or rescinded save at an Annual General Meeting or a Special General Meeting called for that purpose. The motion to alter the Constitution shall be set out on the notice calling the meeting, giving fourteen days' notice before such meeting is to be held.

(b) Alterations, additions, or deletions to any Regulations or Guidelines of the Club not contained in this Constitution may be made, amended, rescinded or added to by a majority vote of the Committee at any Club Committee meeting. All Club Members must be given seven days' prior notice of the proposed changes to the Club Regulations. The Committee must be given seven days' prior notice of the proposed changes to the Club Guidelines.

Dated on 20 June 2020



Signature of President

Selina Rae (President)



Signature of Secretary

Bridget Danbrook (Secretary)