



RULES OF PIRATES SQUASH RACKETS CLUB INCORPORATED

1. The Club

1.1. Name of the Club

The name of the Club shall be the Pirates Squash Rackets Club Incorporated ("the Club").

1.2. Interpretation

In these Rules, and in any Bylaws of the Club, unless a contrary intention is stated, "Club" means the Pirates Squash Rackets Club Incorporated, "Committee" means the General Committee for the time appointed under the rules of the Club. "Year" means the financial year of the club.

1.3. Objectives

The objectives of the Club are to:

- To foster and encourage the sport of squash and other recreations authorised by the Club in Dunedin and elsewhere.
- To provide and maintain for use of its members, the grounds buildings, clubrooms and other facilities for the playing of squash and such other recreations as are authorised, whether on its own account or in conjunction with any other body or organisation.
- To loan, borrow, raise or secure payment of money in such manner as the Club shall deem fit, and in particular by mortgage, debenture, stock perpetual or otherwise, debentures charged upon any or all of the Club's undertakings, goodwill, property and securities, and to pay of all such securities.
- To purchase, take on lease or in exchange, hire or otherwise, any real or personal property and any right or privileges, which the Club may deem necessary or expedient.
- To entered into any contracts, leases or arrangements with any person, firm, syndicate, corporation or company, or any or either of them, and to surrender or accept surrender of any contract, agreement, lease or arrangement.
- To draw, make, accept, endorse, discount, execute, issue and negotiate cheques, promissory notes, bills of exchange warrants, debentures or other negotiable instruments.
- To affiliate with any Club or Association having objects similar, or in parts similar, to those of the Club.
- To promote social activities amongst members of the Club.
- To cater for the refreshments of members.
- To do all other such lawful things as are incidental or conducive to the attainment of the objects aforesaid or any of them.

1.4. Membership

1.4.1. Classification

Members may be classified as follows:

- Senior Members
- Junior Members

- Non-Playing Members
- Casual Members
- Full time student/Pensioner
- Life Members

The committee shall have power to limit the numbers in any classification if deemed necessary.

Senior Members

Senior Members may be classified by the General Committee into the following classification

- (a) Men
- (b) Ladies

Junior Members

Junior Members are those under the age of 19 years on the 1st May when the grading list changes and may be classified as follows:

- (a) Junior Men
- (b) Junior Ladies

Junior members of 16 years as of 1st May shall have voting power at the General Meetings. Junior Members may be subject to such restrictions as to playing hours and other matters as the Committee may from time to time determine necessary.

Non-Playing Members

Non-playing Members are those who do not play Squash, and who shall have all other privileges of membership.

Casual Members

Casual Members are those who play Squash on a pre-paid basis and are not on the grading list. They may be subject to such restrictions as to playing hours and other matters as the Committee may from time to time determine necessary. They shall have all other privileges of membership.

Full Time Student / Pensioner

Members who are studying Full Time at a recognised educational institute or members who receive NZ Government Superannuation. Proof of this status may be required before this classification is approved for a member.

Life Membership

The Club may in General Meeting on the nomination of the Committee only, elect any person to Life Membership, such election to be on account of special service to the Club. A Life Member shall be entitled to attend and vote at all Annual General and Special General Meetings and shall have such other privileges as may be decided on from time to time by the Committee.

1.4.2. Election to Membership

If membership numbers reach 200 then every new candidate for membership may be required to be nominated by one, and seconded by another financial member of the Club. This requirement shall be decided by the Committee. All applications shall be in writing upon such form as the Committee may from time to time determine. All candidates shall be elected at a meeting of the Committee, and the Committee shall have power to refuse the application of any candidate for membership, without giving any reason for such refusal.

1.4.3. Resignation

Any members may resign from the Club by giving notice of such resignation in writing to the Secretary, within fourteen days of his Annual Subscription falling due. Unless such notice is given, the resigning Member shall be liable for the subscription for that financial year, provided that the Committee shall have the power in its discretion to accept the resignation of any Member at any time, and make sure rebate or refund in the subscription as it thinks proper.

1.4.4. Suspension or Expulsion

The Committee may suspend or expel from membership, any Member wilfully disobeying any of the rules or by-laws, or guilty of any conduct rendering him/her, in their opinion, unfit to be a member of the Club, or deserving of suspension, provide that the Committee shall hear what the Member has to say by way of defence before suspending or expelling him/her.

Any member expelled in accordance with the rules or otherwise ceasing to be a member of the Club shall forfeit all rights and claims upon the Club or its property or funds.

1.4.5. Purging the Register

The Committee shall have power to purge the list of Members whose subscriptions remain unpaid for more than three (3) clear calendar months from the date of falling due.

1.5. Subscriptions

Subscriptions and entry fee if applicable of new members must accompany their application form.

The Committee shall determine the subscriptions and shall have power to create family and other concession, and to impose different subscriptions for different classes of Members.

Subscriptions shall be due and payable on 1st April each year and shall run for one year from this date.

Penalty for unpaid subscriptions shall be at the discretion of the Committee.

The Committee may fix an entrance fee for new Members.

A Senior Member may be transferred to, or from, non-playing membership without payment of an entrance fee but a Non-Playing Member may be liable for the entrance fee on first joining the Club.

From the date of application to the date of election to membership, candidates shall be entitled to privileges of membership at the discretion of the Committee.

No member shall be in possession of a Club key until such time as full subscription and any arrears have been paid in full or at the discretion of the Committee.

2. Annual General Meetings, Special Meetings & Management

2.1. Annual General Meeting

The Annual General Meeting shall be held within three months from the end of the Club's financial year. At this meeting the committee's report, the Balance Sheet and Statement of Accounts for the previous financial year shall be submitted for adoption and officers for the ensuing year elected.

2.2. Special General Meeting

The Committee may at any time require the Secretary to call a Special Meeting and the Secretary shall within seven (7) days after the requisition in writing signed by at least ten (10) Members of the Club, call a Special General Meeting. Such requisition shall set out the business proposed to be transacted at such meetings and only the business set out in the notice shall be dealt with. The procedure to be adopted for the conduct of a Special General Meeting shall be in accordance with that stipulated for the Annual General Meeting.

2.3. Notice of the Annual General Meeting

Notice of the Annual General Meeting and of a Special General Meeting shall be advertised in the daily newspapers circulating in Dunedin, displayed at the Club and emailed to members at least seven (7) days prior to the date thereof.

2.4. Procedure And Quorum At General Meetings

At all General Meetings, the chair will be taken by the President, or in his absence, a chairman will be appointed from and by, those members of the Committee present, to act until the arrival of the President. The Secretary shall not be eligible to be appointed chairman. No business shall be transacted unless the required quorum is present within fifteen minutes of the appointed time for the commencement of the meeting. Every financial member (except Junior Members under the age of 16) present shall have one vote, and only financial Members may vote or take part in the discussions. The Chairman shall have a deliberative and casting vote. The quorum at a General Meeting shall be twenty (20) members entitled to vote.

Voting shall be on the voices, but if any Member present so desires, the Chairman shall call for a show of hands, or if five (5) members so desire, then by ballot. If within fifteen (15) minutes of the time appointed for the commencement of the meeting a quorum is not present, the meeting shall stand adjourned for seven (7) days, and if at such an adjourned meeting a quorum is not present, those members who are present and entitled to vote shall be deemed to constitute a quorum and shall transact the business for which such meeting was called, and every resolution passed at such meeting shall be as effective and binding as if the quorum had been present.

2.5. General Committee Meetings And Officers

The entire Management and control of the Club's affairs shall be in the hands of a General Committee consisting of the following:

EXECUTIVE

President

Vice President

Treasurer

Secretary

OFFICE BEARERS

Club Captain

Vice Club Captain

Junior Co-ordinator

Tournament Controller

Additional Committee Members

The number of Additional Committee Members shall not be less than two (2) but not more than six (6).

The officers of the Club shall be elected annually.

2.6. General Committee Meetings

The General Committee shall meet at such times and place as it may from time to time decide and a meeting shall be called upon the requisition of the President or any three (3) member so the

Committee. Any such meetings so requisitioned shall be called within seven (7) days of the receipt of such requisition by the Secretary. Five (5) members present shall be a quorum.

The Committee shall have the power to fill vacancies which may occur from time to time.

The Committee may co-opt any members on to the Committee which members shall have the full rights of Committee Members.

3. Rules

The Rules of the Club may be altered, repealed or replaced by a resolution at any General Meeting passed by a two-thirds majority of those present and entitled to vote. The notice calling it shall have specified the proposed alteration, repeal or substitution but nothing in this Rule shall prohibit the amendment at any General Meeting of any proposal which has been specified in the notice calling the meeting. Notice of any motion importing a change in the Rules shall be forwarded in writing to the Secretary not later than fourteen (14) days before the date of the General Meeting. No addition to alteration or revision of the Rules should be valid until registered by the Register of Incorporated Societies. In the event of any question or matter arising which is not provided for in these rules of any amendment thereto, such question shall be determined by the Committee whose decision shall be final, and shall remain in force until confirmed or carried at an Annual General Meeting or Special General Meeting.

3.0. Finance

The Financial Year of the Club shall end 31st December in each year.

3.0.1. Annual Report and Statement of Accounts

At the Annual General Meeting in each year the General Committee shall submit a report of the year's activities of the Club for the preceding financial year and a statement of Profit and Loss Account and a Balance Sheet.

3.0.2. Review of the Financial Statements

An auditor who shall be a member of the Chartered Accountants Australia and New Zealand (CAANZ) shall be appointed at the Annual General Meeting to perform a review engagement of the financial statements in each year. The General Committee may fill any vacancy occurring in the officer of Auditor or may appoint an Auditor if the Annual General Meeting does not do so.

The Club shall have power to open and operate on any Bank Account or Accounts at the discretion of the Committee and any such accounts may be operated upon and cheques and other withdrawals signed and/or endorsed by such person and persons as the Committee may from time to time decide provided that the Committee may in particular authorise one person to endorse cheques to be paid to the credit of any Bank Account.

That the Committee have the power to loan, borrow, raise or secure payment of money in such manner as the Club shall deem fit and in particular by mortgage, debenture stock perpetual or otherwise, debentures charged upon any or all of the Club's undertakings, goodwill, property, and securities, and to pay off all such securities.

3.1. Duties of the Secretary

In addition to any other duties which may from time to time be allotted to him/her, the duties of the Secretary shall be:

- Convene all meetings of the Club and Committee
- Be responsible for the whole or the clerical work of the Club and carry out all directions of the Club and of the Committee
- Keep all records (except the financial records) of the Club
- Keep such records and books as the Club and Committee shall determine
- Prepare any Annual Report required by the Committee and do all such other acts as may be necessary for the effective carrying out of the duties and work of the Club
- Notwithstanding anything herein contained, the Secretary shall be entitled to take part and participate in discussions and deliberations at any Annual or Special General Meeting or any meeting of the General Committee and shall be entitled to vote on any matters which come before such meetings.

3.2. Duties of the Treasurer

In addition to any other duties which may from time to time be allotted to him/her, the duties of the Treasurer shall be:

- To keep proper books of account and all other financial records of the Club, prepare Profit and Loss Accounts and Balance Sheets.
- Report the state of the finance of the Club at regular meetings of the Committee and generally advise on any matters relating to the financial operations of the Club.
- Reconcile all monies for and on behalf of the Club and that is credited to the Club in the authorised banking account.
- Pay all accounts or advances as directed by the Committee.

3.3. Banking

All funds of the Club shall be paid into the authorised Bank to the credit of the Club and all accounts shall be authorised by the Committee and paid in accordance with Committee directions and bank account operating authority.

4. Other

4.1. By-Laws

The General Committee shall have power to make, alter or repeal such by-laws as it may think fit for the well-being of the Club and the decision of the General Committee on all questions shall be final and binding unless and until set aside or varied by the Club in General Meeting. The General Committee shall have power to delegate all or any portion of its powers to any Sub-Committee or person as the General Committee in its sole discretion may deem fit.

4.2. Continuation of Officers

The elected officers shall continue in office until the termination of the Meeting at which they next election of officers takes place.

4.3. Winding Up

The club may be voluntarily wound up.

If the Club in Annual General Meeting or Special General Meeting called for the purpose shall pass a resolution requiring the Club to be wound up; AND

If such resolution is confirmed by a subsequent Special General Meeting convened for the purpose

and held not later than thirty (30) days after the General Meeting at which such resolution was passed.

In the event of the Club being wound up in conformity with the above Clause, the surplus funds after paying all liabilities shall be paid to such sporting bodies or clubs in New Zealand as shall be determined by a two-thirds majority of the members present at the aforesaid Special General Meeting.

4.4. Pecuniary Gain

No Member shall receive or obtain any pecuniary gain (except as a salaried officer) for the property or operations of the Club.

4.5. Indemnity

The Executives and other Officers of the Club shall be indemnified by the Club against all disbursements, expenses, liabilities and losses incurred by them in or about the discharge of their duties except such as happened from their own wilful act, neglect or default.