

## THE FRIENDS OF BANKS PENINSULA INCORPORATED

### Name of the Society.

The name of the Society shall be  
"The Friends of Banks Peninsula Incorporated".

### Objects:

- [1] To protect and enhance the environmental heritage of Banks Peninsula
- [2] To encourage, support, and where appropriate, initiate activities related to the maintenance and re-establishment of flora and fauna of Banks Peninsula.
- [3] To act as an umbrella group to link individuals and small groups working in different environmental issues on Banks Peninsula.
- [4] To enable people to become involved, and undertake appropriate projects, applicable to their interests in environmental / conservation / Banks Peninsula issues.
- [5] To take steps to ensure Local Authorities and Central Government are held to sound environmental practices.
- [6] To do all such things, as are practicable and desirable, which will further the aims of the Society.
- [7] To encourage and facilitate sympathetic sponsorship of, or direct funding for, projects which help attain the above objects.

### Definition.

That Conservation be accepted to mean –  
The preservation and protection of natural and historical resources for the purpose of maintaining their intrinsic values, providing for their appreciation and recreational enjoyment by the public, and safe guarding the environment for future generations.

### Interpretation:

In these rules, unless a contrary intention appears,  
the "Society" shall mean – Friends of Banks Peninsula.

Resolution shall mean – a resolution passed by a two thirds majority of those voting at any general or committee meeting.

Committee shall mean – the members of the committee for the time being appointed under rule [4] of this constitution.

## RULES

### [1] Membership:

[a] Any person who has a sincere desire to advance the objects of the Society, and who undertakes to be bound by the objects and rules of the Society, shall be eligible for membership upon payment of the annual dues which shall be fixed by resolution at the Annual General Meeting of the Society.

[b] Organisations which support the Society may be admitted to corporate or associate membership following approval by the committee, and upon payment of the annual dues, which shall be fixed as above.

Such organizations may appoint one representative, whose name shall be notified to the Secretary, and who shall be entitled to all privileges and rights of individual membership.

[c] Life membership may be granted to deserving people on the passing of a resolution at any Annual or Special General Meeting of the Society. Such motion must be carried by a two thirds majority of those members present and voting.

### [2] Cessation of Membership:

[a] Any financial member may resign at any time by communicating such intention to the committee in writing.

[b] Membership shall be terminated automatically by the non-payment of the annual dues within twelve weeks of an Annual General Meeting, or by resolution of the Society passed by simple majority at any Special General Meeting with the right of appeal to a Special General Meeting called for that purpose.

### [3] Meetings:

[a] Ordinary Meetings of the Society shall be held at times and venues determined by the committee from time to time.

[b] The Annual General Meeting shall be held during the month of October or November at a time and place to be determined by the Committee.

[c] Special General Meetings may be called by the committee at any time, and shall, on the written requisition of at least five financial members, convene a Special General Meeting, which meeting shall be held not more than twenty eight days after the date of receipt of the requisition by the Secretary.

[d] Quorum at the Annual or Special General Meeting – Eight [8] financial members shall constitute a quorum at any Annual or Special General Meeting where formal business is to be transacted.

[e] Quorum at Committee Meetings – Five [5] committee members shall constitute a quorum.

[f] Notice of Meetings – Notice of any Annual General Meeting or Special General Meeting shall be given by Public Notice, circular, or advertisement at least fourteen [14] clear days before date of such meeting.

[4] Appointment of Officers:

The committee of the Society shall be elected at the Annual General Meeting and shall consist of the following –

Chairperson

Secretary

Treasurer

together with no fewer than five [5], but not exceeding eight [8] other members.

All the above must be financial members of the Society at the time of their election and have indicated their willingness to accept office for the term of one year. They shall be eligible for re-election in any subsequent year.

The positions of Secretary and Treasurer may be held jointly by the same person.

Executive positions shall be for a period of no longer than five [5] years in succession but eligibility for re-election to these positions may occur after a one year lapse.

The Honorary Auditor shall be appointed at the Annual General Meeting of the Society, except that it may be determined by an ordinary resolution at the Annual General Meeting that no Honorary Auditor will be appointed for the following year. Any vacancy occurring in this office during the year shall be filled by a person appointed by the Committee.

[5] Duties of Officers:

[a] Chairperson – the Chairperson shall take the chair at any meeting at which he/she is present.

At any meeting of the Society or its committee the chair shall have a deliberative as well as a casting vote.

[b] Deputy Chairperson – elected from and by members of the Committee, and who shall assume the responsibility of the Chair in the absence of the Chairperson.

[c] Secretary – The Secretary shall:

keep the minute book in which shall be entered a correct record of all business transacted at all meetings;

copies of all papers, letters and documents for reference by other Officers of the Society;

and carry out such duties as may be required by the Committee.

[d] Treasurer – The Treasurer shall:

keep a correct book of accounts, showing the income,

expenditure and financial position of the Society;

explain and balance such accounts at such time as may be required by the committee;

furnish a statement of Accounts and Balance Sheet at each Annual General Meeting and subsequently to the Registrar of Incorporated Societies.

[e] Subcommittees –

The Committee may appoint a subcommittee, or co-opt members, for any purpose and may appoint any person thereto.

[f] Voting –

Voting at any General Meeting shall be by voice but any member present may require be by a show of hands or secret ballot.

A bare majority shall suffice to carry any proposal other than those specified elsewhere in these rules.

[6] Common Seal:

The Common Seal of the Society shall be held by the Secretary and shall not be affixed to any legal or financial agreement made by the Society except by specific direction made by resolution of the committee at a regular Committee Meeting. Any such agreement shall be signed by both the Chairperson and the Secretary or Treasurer as appropriate.

[7] Alteration to Rules:

These rules may be altered, added to, or rescinded by a two thirds majority of the financial membership present and voting at any Annual or Special General Meeting of the Society called and held in accordance with the rules, provided that such change meets the approval of the Registrar of Incorporated Societies. Notice of at least fourteen [14] days shall be given to members of any such meeting to alter, add to, or rescind rules.

[8] Financial:

[a] The financial year shall be deemed to end the 30th of September annually.

[b] All monies or financial transactions made by, or on behalf of, the Society shall be the responsibility of the Committee.

[c] All cheques shall be countersigned by any two of three nominees appointed by the Committee at its first meeting after the Annual General Meeting.

[d] The Society shall have a current account at a Trading Bank and/or Savings Account or Post Office which may be operated by any two of the above mentioned nominees.

[e] The Society shall have the power to invest such sums of money as it from time to time deems necessary, in any manner in which the Committee, in its absolute discretion, thinks fit.

[f] No member, or past member, of the Society shall receive any property or emolument from the Society.

[g] The Society, or any member purportedly acting on behalf of the Society, shall not have any power to borrow money.

[9] Property:

Any property owned by the Society shall be in the care of a committee consisting of the Officers of the Society, [with the exception of the Honorary Auditor]. The Secretary shall keep a proper record of the whereabouts and value of such property. A statement covering these points shall be presented to the Annual General Meeting.

[10] Winding Up:

The Society may be voluntarily wound up in accordance with the Incorporated Societies Act 1908 and in the event of such an act, the surplus assets of the Society, after payment of all its liabilities and of winding up expenses, shall be applied or distributed to such other causes which have objects sensibly parallel to this Society as the members in General Meeting may direct, subject to the approval of the Registrar of Incorporated Societies.