

**ROYAL SCOTTISH COUNTRY DANCE SOCIETY
NEW ZEALAND BRANCH INC
AUCKLAND-NORTHLAND REGION
CONSTITUTION**

1. NAME

The name of the Region shall be ‘The Royal Scottish Country Dance Society New Zealand Branch Incorporated Auckland-Northland Region’ (hereinafter referred to as ‘the Society’, ‘the Branch’ and ‘the Region’ respectively).

2. OBJECTS

The Region shall abide by the Constitution and Rules of the Branch and shall:

- a. Foster Scottish Country Dancing as authorised by the Society.
- b. Promote social relationships between Scottish Country Dancers.
- c. Generally advance the objects of the Society.

3. AREA

The area covered by the Region shall be all that portion of New Zealand (including offshore islands) to the north of a line drawn from the southern boundaries of the settlements of Waiuku, Pukekohe, Tuakau, Bombay and Miranda, but excluding Thames and the Coromandel Peninsula.

This approximately aligns with the areas known as Auckland City/Tamaki Mākaurau and Northland/Te Tai Tokerau.

4. MEMBERSHIP

- a. Membership shall be automatically granted to Members of the Branch residing in the area defined in clause 3 hereof. All members shall be entitled to full membership rights.
- b. In addition, any member of the Society may be elected as an honorary associate member of the Region, election to take place at an Annual General Meeting of the Region on the nomination of the Committee. The cost to the Region of such honorary membership to be the responsibility of the Region.

5. TERMINATION

Members of the Region shall abide by the Constitution and Rules of the Society and of the Branch. Membership may be terminated by either party in accordance with Clauses 2.3 and 2.4 of the Branch Constitution.

6. COMMITTEE

- a. The Committee shall be financial members of the Branch who are members of the Region and are elected at the Annual General Meeting of the Region.
- b. Nominations for members of the Committee may be in writing or from the floor at the Annual General Meeting provided that the acceptance of an absent nominee shall be available in writing to the Chairman of the meeting.
- c. The Committee shall be elected at the Annual General Meeting of the Region and shall comprise:
 - (i) A President who is the Chairman of the Committee
 - (ii) A Secretary
 - (iii) A Treasurer
 - (iv) A Branch Liaison Co-ordinator
 - (v) Minimum of six and not more than nine further committee members.

In addition, there may be elected a Vice-President.
- d. No person shall hold the office of President, Secretary, Treasurer or Branch Liaison Co-ordinator for more than three consecutive years, but on ceasing to hold any such office for at least ten months that person shall then be eligible for re-election to the original office. This provision shall not preclude any person who has held one or more of the offices in question from holding any one or more of the other offices so that the total term of office bearing exceeds in the aggregate three consecutive years.

7. ANNUAL GENERAL MEETINGS

- a. There shall be a meeting at least once each calendar year at a time and place to be fixed by the Committee.
- b. Notices of Motion to be considered are to be in writing and are to be in the hands of the Secretary 35 days before the meeting.
- c. 21 days notice of the meeting and of the Notices of Motion shall be given by the Secretary to all members of the Region.
- d. The business of the meeting shall be:
 - (i) To receive and consider the President's Report and Annual Review for the past year, the annual financial statements prepared in accordance with financial reporting standards and reviewed by an independent chartered accountant, and the report from the Branch Liaison Co-ordinator.
 - (ii) To elect the Committee mentioned in clause 6 hereof.
 - (iii) To appoint an independent chartered accountant to review the annual financial statements.
 - (v) To appoint one delegate to the Branch Annual General Meeting for every twenty members (or part thereof) who are resident in the Region as at the previous 30 September. Delegates must be members of the Branch and must be resident in the Region. A delegate may carry a maximum of three votes.
 - (vi) To discuss any general or current business.

8. SPECIAL GENERAL MEETINGS

- a. Special General Meetings may be called by the Secretary on the request of either:
 - (i) A simple majority of Committee members; or
 - (ii) Not less than 30% of the members of the Region.
- b. 21 days notice of the meeting and the business to be considered shall be given by the Secretary to all members of the Region.

9. COMMITTEE MEETINGS

The Committee shall hold such meetings and at such times and places and deal with such business relating to the affairs of the Region (not being business set out in clause 7 hereof) as it shall from time to time determine.

10. QUORUMS

- a. At any Annual General Meeting or Special General Meeting 10% of members or 20 members present in person (whichever is the lesser) shall form a quorum.
- b. At any Committee meeting 30% of Committee members present in person shall form a quorum.

11. RESIGNATIONS

The Committee shall, on the resignation of an officer or a member of the Committee, have the power to appoint another person to fill the vacant position.

12. VOTING

- a. Any member of the Society may attend any Annual General Meeting, Special General Meeting or Committee meeting, but only the persons named in the following paragraphs (b) to (d) may vote.
- b. Any person who is a member of the Region and personally present may vote at any Annual General Meeting or Special General Meeting.
- c. At any Committee meeting, only the Committee members personally present may vote.
- d. If there is an equality of votes at Annual General Meeting, Special General Meeting or Committee meeting then the Chairman shall have a casting vote.
- e. A postal/email vote of individual Region members may be held at the discretion of the Region Committee or if approved at an Annual General Meeting or Special General Meeting.

13. SUB-COMMITTEES

The Committee may from time to time as the need arises appoint special subcommittees and those sub-committees shall report back to the Committee about their activities at regular intervals.

An Executive Committee shall assist the President in dealing with matters of urgency and/or extreme sensitivity and/or complexity. The Executive Committee will usually comprise the President, Vice-President (if any), Secretary and Treasurer. Other Region Committee members may be co-opted as required.

14. FINANCE

- a. The financial year shall end on 31 August each year.
- b. The Region shall hold a bank account or bank accounts.
- c. The bank account shall be operated by any two of the following:
 - (i) The President
 - (ii) The Treasurer
 - (iii) One other member of the Committee appointed by the Committee.
- d. No part of the Region's income or other funds may be used or available for the personal use of any member (including an honorary associate member) or an associated person of any member.

15. WINDING UP

In the event of the Region ceasing to function, all funds, property and other assets owned by the Region shall be placed in trust with the Branch for a minimum of three years pending reformation. Failing re-establishment within the period of trust, extended if deemed prudent by the Management Committee of the Branch, the said funds, property and other assets shall become the sole property of the Branch.

16. ALTERATIONS TO CONSTITUTION

- a. Any alteration or addition to the Constitution shall be made at an Annual General Meeting or a Special General Meeting.
- b. Any alteration or addition to this Constitution requires the approval of not less than two-thirds of the members personally present.
- c. As an alternative to voting under paragraph (b) of this clause, this Constitution may be altered by a resolution approved by a postal/email ballot if:
 - (i) A postal/email vote on the resolution (and a timetable for distribution and return of voting papers) has been approved by a majority vote of the Region Committee or at a Region Annual General Meeting or Special General Meeting,
 - (ii) Voting papers have been distributed to each member of the Region at the member's address last known to the Secretary,
 - (iii) The voting papers show the resolution to be voted on and the date by which they must be returned to the Secretary, and

- (iv) At least two-thirds of the total valid votes received by the Secretary are in favour of the resolution.

Voting papers need not to be sent to any member for whom no contact address is held by the Secretary. Irregularities in voting papers or procedure will not affect the validity of any vote if the Region Committee is satisfied these are minor in nature and unlikely to affect the outcome of the ballot.

- d. Any alternation or addition to this Constitution shall within twenty-one days of the Annual General Meeting or Special General Meeting at which it is approved be forwarded to the Secretary of the Branch for the approval of the Management Committee of the Branch.
- e. No alteration or addition to this Constitution shall be approved if it affects the Personal Benefit Clause 14d or the Winding Up Clause 15.

President

Secretary

Date:

Constitution History

This history of the constitution is provided in order to show the changes that have occurred to the Constitution over time. It is not part of the Constitution.

ADOPTED by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at a Special General Meeting held on the 3rd day of November 1990.

Clause 7(b)

Amended by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 14th day of November 1998.

Several clauses amended by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 16th day of November 2002.

Clauses 14e and 16e were added by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 8th day of November 2003.

Clauses 6c ii and iii, 7d iii and 10a were altered by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 31st October 2009.

Clauses 7d i and 14 b were altered by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 30th October 2010.

Clause 10 was altered by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on the 5th November 2016.

Amended by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General Meeting held on 2 November 2019, as follows: Clause 6c and Clause 7d were altered to remove reference to the appointment of organiser(s) for the next Labour Weekend School; In Clauses 7b and 7c the word 'Remits' was replaced by 'Notices of Motion'; Clause 7d was updated to require annual financial statements to be prepared in accordance with financial reporting standards and reviewed by an independent chartered accountant; Clause 14c was altered to provide for the Committee to appoint bank signatories, rather than the AGM; Clause 14d was removed as the appointment of an independent reviewer is covered by Clause 7d; Clause 16c was updated to allow for voting to occur using email distribution of voting papers in addition to postal distribution.

Amended by the Auckland Region of the New Zealand Branch of the Royal Scottish Country Dance Society at an Annual General meeting held on 30 October 2021, as follows: Clause 3 was altered to add reference to Auckland City/Tamaki Mākaaurau and Northland/Te Tai Tokerau; Clause 6c was altered to remove description of the Branch Liaison Coordinator's role; Clause 7d was altered to remove reference to the Standing Committee, and to refer to appointment rather than election of delegates to the Branch AGM; Clause 12e was updated to allow for voting to occur using email distribution of voting papers in addition to postal distribution; and Clause 13 was altered to describe the role of the Executive Committee.

Name of the region was amended at the Annual General Meeting held on 30 October 2022.