

Dated 11/09/02

NATIONAL CONSTITUTION

NEW ZEALAND GOLF COURSE SUPERINTENDENTS

ASSOCIATION (INC.)

Constitution and Rules

Article 1: Name:

The Name of the society is the **New Zealand Golf Course Superintendents Association Incorporated**, (Hereinafter referred to as "the Association").

Article 2: Objects:

- (a) To provide an efficient organisation for the advancement of Turf Management in New Zealand by providing proper and efficient administration.
- (b) To co-ordinate and unite regional Associations by working for and on behalf of those Associations and their members.
- (c) To employ such funds as may accrue within the Association in such a manner as shall be deemed in the best interests of the Association and to further its objects.
- (d) To collaborate with persons and organisations to improve Turf Management conditions and employment.
- (e) To collaborate with persons and organisations to improve Turf Management standards by way of education and interchange of information.
- (f) To protect the interests and advance the aims of the Association and its members.

Article 3: Regions:

For the purpose of administration of the Association, New Zealand shall be divided into the following regions:

Northland, Auckland, Central North Island, Taranaki, Wanganui Manawatu, Wellington, Canterbury, Otago.

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The Management Committee may amend regional boundaries as considered necessary or identify additional regions.

Article 4: Membership:

Membership of the Association shall comprise the following classes:

(a) Class A Membership

Any Golf Course Superintendent or any other person in charge of turf management on a Golf Course, being a full member of a Regional Association. Such persons shall enjoy the rights, privileges and obligations of Membership set out in this constitution.

(b) Class A Associate Membership

All other persons employed in the turf maintenance on a Golf Course, being a full member of a Regional Association. Such persons shall enjoy the rights, privileges and obligations of membership set out in this constitution.

(c) Class B Membership

All other persons employed in Turf Management but not employed on a golf course, being a full member of a regional association. They shall be entitled to attend all meetings & functions of the association & take part in debate, but shall not be entitled to vote or hold office.

(d) Trade Membership

Any person or organisation who provides goods or services for use in the turf maintenance industry. They shall be entitled to attend all meetings & functions of the association & take part in debate, but shall not be entitled to vote or hold office. Class A, Class A Associate, Class B & trade members shall pay such subscriptions as fixed from time to time by the Management Committee of the Association.

(e) Life Membership

Any Golf Course Superintendent or former greenkeeper who must either be, or have been, a financial member of the Association. Such members shall retain all rights and privileges previously held except that of holding office. A proposal for life membership must be made by two or more Regional Associations and be accepted by resolution at a General Meeting of the Association.

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Article 5: Election to Membership:

Persons wishing to become members in Class A, Class A Associate, Class B or Trade shall apply to the Management Committee on the form prescribed by the Management Committee with full particulars to establish their eligibility, & may be elected to membership at any meeting of the Management Committee.

Article 6: Termination of Membership:

Mode by which membership may be terminated:

Any member in Class A, Class A Associate, Class B or Life Membership shall give notice of intention to resign to the Secretary, and subject to all subscriptions being paid, shall cease to be a member at the end of the current financial year.

A member in any class may be suspended or expelled from the Association by a two-thirds majority vote at any Meeting of the Management Committee called for that express purpose, subject always to a right of appeal. Failure to pay subscriptions by the due date will result in automatic suspension and loss of rights.

Article 7: Management of the Association:

The management and control of the Association shall be vested in the Management Committee which shall have all the powers of the Association which are not expressly required to be exercised by the Association in general meeting or otherwise as provided in these rules.

Such powers shall include the appointment of sub-committees and the selection of such members as may be required to represent the Association on other organisations.

In addition, the Management Committee may empower the Executive Members to act on its behalf in relation to the day-to-day administration of the Association, and/or make decisions on urgent matters when it is impracticable to call a meeting of the full Management Committee.

Article 8: Executive of the Association:

The executive of the Association shall comprise the President plus four elected members. The Immediate Past President shall be an ex officio member of the executive. Four members present shall form a quorum.

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Article 9: Election of the Executive:

Executive members shall be elected at the Annual General Meeting. .
Nominations for the Executive office must be in writing to the Secretary not less than 42 days prior to any such meetings. Two Executive members shall retire annually and shall be available for re-election. In the first year (2003) the two to retire shall be decided by lot and thereafter it shall be the two longest serving members. Nomination forms shall be signed by the proposer and seconder and be countersigned by the candidate.

Article 10: Management Committee:

The Management Committee of the Association shall comprise the Executive elected as provided in Article 9 together with one member nominated by and representing the members of each region.

Article 11: Casual Vacancies:

The Management Committee may fill any vacancies that may occur among the Executive of the Association from the membership of the Management Committee. Such appointees shall serve for the remainder of the term of office of the person they have replaced. Any Management vacancy so created shall be filled by the regional district association concerned and the appointee shall serve for the remainder of the term of office of the person replaced. Any member of the Management Committee who leaves the Turf Management industry shall be deemed to have resigned and shall be replaced on the Management Committee.

Article 12: Financial:

- (a) An auditor shall be appointed at each Annual General Meeting.
- (b) The financial year shall close on 31 March in each year.
- (c) The property and funds of the Association shall be applied solely towards the promotion of the objects of the Association and in paying the expense of management according to the Rules.
- (d) So much of the funds as shall not be required for immediate use to meet accruing liabilities shall be invested in such manner as the Management Committee shall direct.
- (e) All monies received shall be banked in the name of the Association.
- (f) Cheques shall be signed or endorsed by the Administration officer together with any one

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member of the Executive.

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- (g) The Association shall have power to borrow moneys for the purposes of the Association and give security for any such borrowing by way of mortgage, charge or otherwise over any property of the Association in such amount and manner as the Management Committee shall determine.

Article 13: Meetings:

- (a) An Annual General Meeting shall be held at such time and place as the Management Committee shall determine; 56 days notice of such meeting shall be given to all members.
- (b) Notices of motion intended for the Annual General Meeting shall be given in writing to the Secretary not less than 42 days before the Meeting, and circulated to members 28 days prior to the meeting.
- (c) Order of business at Annual General Meeting:
 - (1) Appointment of scrutineers
 - (2) Apologies
 - (3) Minutes of last Annual General Meeting
 - (4) Officer and Committee Reports
 - (5) Financial Report and Balance Sheet.
 - (6) Amendments to the Constitution and Rules
 - (7) Resolutions and Notices of Motion
 - (8) President's Report
 - (9) Election of Officers, including Patron
 - (10) General Business
- (d) Special General Meetings may be called by the Management Committee or on requisition to the Secretary by two Regional Associations stating clearly the resolution proposed. The Secretary shall issue notice of Special General Meeting at least 28 days prior to such meeting stating the resolution to be proposed. No other business may be transacted at such meeting.

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(e) **Voting**

At any general meeting of the Association each Class A, Class A Associate and Life Member shall have one vote. Voting on election of officers shall be carried out by postal ballot and sealed voting papers shall be returned to the secretary no later than 24 hours prior to the commencement of the meeting, provided that voting at any such meeting on matters of general or other business not requiring prior notice shall be determined either by calling for a show of hands or on the voices of members present at the meeting.

In the event of an equality of votes at any such meeting the President shall have a casting vote.

(f) A quorum for any General Meeting of the Association shall be 15 members.

A quorum for any Management Committee Meeting shall be a majority of the members of such Committee.

Article 14: Subscriptions

All Class A, Class A Associate and Class B members shall pay an annual subscription as fixed by the Management Committee from time to time.

Article 15: Common Seal:

The Common Seal of the Association shall be held by the Secretary and shall be applied to documents pursuant to a resolution of the Management Committee, or any Annual General or Special General Meeting and in the presence of the President and Secretary, or in the presence of the President and two other members of the Management Committee.

Article 16: Association Address:

The registered office of the Association shall be the address of the Secretary for the time being.

Article 17: Dissolution:

The Association may be wound up if at a General Meeting of members a resolution for that purpose is passed by a simple majority, and such resolution is confirmed at a subsequent General Meeting held not earlier than 30 days after the date of

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passing such resolution.

Surplus assets of the Association after payment of all costs, debts and liabilities but subject to the provisions of any trust affecting the same, shall be handed over to the New Zealand Golf Association for safe keeping until such time as the Association is reactivated. If, however, the Association remains inactive for a period of 5 years, such assets shall be used as decided by the Executive of the New Zealand Golf Association.

Article 18: Alteration to Rules:

To repeal or alter or add to any rule, or to make any new rule, such repeal, alteration or addition or any new rule shall be approved by a two-thirds majority of members present at a General Meeting of which 28 days notice of motion to propose such repeal, alteration or addition, or new rule, has been given to the Secretary, who shall in turn give 7 days notice to the members of such motion.

Article 19: By Laws:

The Management Committee is empowered to make such By Laws as it considers necessary for the welfare of the Association which shall have effect until confirmed by a General Meeting.

Article 20: Obligations and Discipline:

All members of the Association shall be deemed to have consented to and be bound by the constitution and By Laws of the Association.

Article 21: Matters Not Provided For:

All matters not provided for in these Rules and the interpretation of these Rules shall be decided by the Management Committee and its decision on any such matter shall be final and binding.

Article 22: Previous Rules and By Laws:

On registration of all duly approved alterations, additions and new Rules, the Articles as so amended shall supersede and replace all previous Rules and By Laws of the Association.

Article 23: Honorariums:

May be paid as decided from time to time by the Management Committee of the Association.

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Article 24: Administration Officer

The Management Committee may appoint an Administration officer to carry out the day-to-day correspondence and financial affairs and other duties of the Association on such terms and conditions as they may see fit.

Signed by

I am a member of the New Zealand Golf Course Superintendents Association Inc...

B Burgess
President.

Date

I am a member of the New Zealand Golf Course Superintendents Association Inc...

P Macintosh
Administration Officer

Date

I am a member of the New Zealand Golf Course Superintendents Association Inc...

I Carruthers
Member

Date

These are the Alterations to the rules marked “A” refereed to in the annexed declaration of Peter Macintosh made before me this day of 200

Signed by

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