

SeniorNet New Plymouth Incorporated**CONSTITUTION AND RULES****1. NAME**

The name of the society shall be **SeniorNet New Plymouth Incorporated** (hereafter called the Society)

2. OBJECTIVES

- 2 1 To enhance the feeling of self-worth amongst older adults through the interest and operation of personal computers
- 2 2 To educate older adults in computer skills in an enjoyable way
- 2 3 To give older adults the opportunity to learn skills that will enable them to contribute their knowledge and wisdom to society
- 2 4 To offer a means for seniors to communicate and make new friends through online communication
- 2 5 To conduct research on the use of technology by older adults
- 2 6 To do all such things as may be deemed necessary for the attainment of the above objectives

3. POWERS

In furtherance of the above objectives the society may exercise all or any of the following powers

- 3 1 to receive, hold and assign any copyright or copyright material or any unregistered design,
- 3 2 to purchase, erect, build, take or lease, or otherwise obtain the use or occupation of, and to manage, extend, improve, develop, alter, maintain and repair and to sell, let, lease, donate or otherwise dispose of real and personal property of any/every description,
- 3 3 to accept gifts whether by way of endowment or otherwise and whether by gift inter-vivos or by way of devise or bequest given for the furtherance of the objects of the Society or any of them and to accept and to discharge trusts attached to the subject matter of any such gifts,
- 3 4 to borrow or raise or secure the payments of monies for the furtherance of the objects of the Society either with or without security,
- 3 5 to invest all or any monies held by the Society on the Society's behalf hereof in and upon investment authorised by law for the time being in force in New Zealand,
- 3 6 to institute, initiate, or take and to defend, compromise or abandon legal proceedings involving the property or affairs of the Society,
- 3 7 to adopt such means as the Executive Committee may from time to time determine for the purpose of raising money and for obtaining property for the furtherance of the objects of the Society and to accept contributions, collections, donations, legacies, devises, gifts, grants and subsidies,
- 3 8 to secure in such manner as the Executive Committee shall think fit the repayment of any monies borrowed or raised by the Society and in particular by the issue of debentures or debenture stock, perpetual or otherwise, charged upon all or any of the property of the Society both present and future, and to give and execute in the prescribed manner mortgages, debentures and other instruments of security for such repayment and to pay off, redeem, or purchase any such securities,

- 3 9 to draw, make, accept, endorse, discount, execute and issue promissory notes, cheques, bills of exchange, warrants and other negotiable securities or transferable instruments,
- 3 10 to apply any income, benefit or advantage to the charitable purposes of the organisation, No member or person associated with a member of the organisation shall derive any income, benefit or advantage from the organisation where they can materially influence the payment of the income, benefit or advantage, except where that income, benefit or advantage is derived from
- (a) professional services to the organisation rendered in the course of business, or
 - (b) interest on money lent at no greater rate than current market rates
- The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document
- 3 11 to do all things which are deemed necessary, convenient, incidental to the carrying out of any or more of the objectives of the Society

4. REGISTERED OFFICE

The registered office of the Society shall be at such place as the Executive Committee from time to time determine, and shall be notified to the Registrar of Incorporated Societies

5. THE SEAL

The Executive Committee members shall have the custody of the Common Seal and the Executive Committee may from time to time by resolution change, alter or adopt any new such seal as they may deem proper. The Common Seal shall not be affixed to any document except pursuant to a resolution of the Executive Committee and shall be so affixed in the presence of two Executive Committee members (one being the President or Secretary) who shall sign every document so sealed

6. MEMBERSHIP

- 6 1 Membership of the Society shall be open to any person, corporate society or corporate organisation which supports the objects of the Society. Any person, corporate society or corporate organisation subject to approval by the Executive Committee shall become a member when she/he/it
- (a) has reached the age of 55 years and at the Executive Committee's discretion to disabled applicants, and
 - (b) has submitted an application for membership to the Secretary with such application being in such form as shall from time to time be approved by the Executive Committee, and
 - (c) has enclosed payment for any annual subscription as hereinafter provided for
- 6 2 Membership of the Society shall be terminated by
- (a) written resignation by a member communicated to the Secretary of the Society, or
 - (b) non-payment of the subscription six (6) months after the due date, or
 - (c) a decision of the Executive Committee carried by a majority of not less than two-thirds of the members present at an Executive Committee meeting and voting for such reason as the Executive Committee may deem fit, provided that the member concerned has a right of appeal against the decision to a Special General Meeting of the Society called to consider the matter

Life Member.

New Clause 6.3. *The Executive Committee may, at the suggestion of any member and after proper consideration, recommend to the Society in General Meeting that a person who has given outstanding service to the Society be elected a Life Member and any such person so elected shall not be liable to pay any annual subscription.* AMENDMENT 21 MARCH 2001.

7. MANAGEMENT

- ~~7.1 Management of the Society shall be vested in the Executive Committee which shall consist of~~
- ~~(a) President, Secretary and Treasurer (or Secretary/Treasurer),~~
 - ~~(b) between four and eight committee members,~~
 - ~~(c) one person nominated by Telecom Corporation of New Zealand or its subsidiary.~~
- ~~The Executive Committee shall have the power from time to time to co-opt members to the committee~~
- ~~7.2 The Executive Committee shall meet not less than bi-monthly or at any time as may be required~~
- ~~7.3 Each Executive Committee meeting of the Society shall have a quorum of not less than five (5) members~~ DELETED S.G.M 22 MARCH 2001.

AMENDMENT 22 MARCH 2001

~~7.1 An Executive Committee comprising the President, Immediate past President, Vice President, Secretary and Treasurer (or Secretary/Treasurer) and six committee members shall manage the society. The Executive Committee may co-opt any member of the Society to serve as a non-voting member of the committee for a period not exceeding three months.~~ AMENDED 19 JANUARY 2007

RESOLUTION of Members of SeniorNet New Plymouth Incorporated passed at a Special Meeting held at the Learning Centre, 27 Liardet Street, New Plymouth on 15th January, 2007 at 1.30 pm

RESOLVED: that Clause 7.1 of the Constitution be amended to now read:

An Executive Committee, comprising the President, Immediate Past President, Vice President, Secretary and Treasurer (or Secretary/Treasurer) and not more than seven elected committee members, shall manage the Society. The Executive Committee may co-opt any member of the Society to serve as a non-voting member of the Committee for a period not exceeding three months.

- 7.2. (a) The Executive Committee, whose quorum shall be five members, shall decide the times and dates of its meetings and, on cause shown, any two such members may call upon the Secretary to convene a special meeting.
- (b) Every such member shall be given at least 48 hours notice of any meeting of the Committee.
- (c) If the President is unable to preside then the Vice President, or otherwise some other duly elected member, shall preside. AMENDED 22 MARCH 2001

- ~~7.4~~ Each member of the Executive Committee shall be entitled to one vote and the President an additional casting vote if required
- ~~7.5~~ Decision making will be reached by consensus Where this is not possible the method of voting at all meetings shall be by a show of hands unless at least 50% of members present demand a ballot, in which case the questions shall be decided by ballot
- 7.4

8. MANAGEMENT RESPONSIBILITIES

8.1 President

The President or her/his deputy shall

- (a) preside at all meetings of the Executive Committee and general meetings, and
- (b) encourage enthusiasm and commitment, and
- (c) prepare an Annual Report for the Annual General Meeting

8.2 Secretary

It shall be the duty of the Secretary to

- (a) keep the minutes of all Executive Committee and general meetings and to conduct such correspondence as may be required by the Executive Committee, and
- (b) keep a register of members, and
- (c) assist the President with the affairs of the Society

8.3 Treasurer

It shall be the duty of the Treasurer to

- (a) receive all monies on behalf of the Society and to lodge all such monies to the credit of the Society at such bank as the Executive Committee shall decide from time to time, and
- (b) keep account of financial transactions made by or on behalf of the Society and to prepare an annual statement of accounts ^{and} a balance sheet, ~~and a budget~~ for presentation to the Executive Committee and the Annual General Meeting, and AMENDED 21 MARCH 2001
- (c) prepare monthly financial statements and produce the bank statements at all meetings of the Executive Committee

9. AUDITOR

An auditor who shall not be a member of the Executive Committee shall be elected at the Annual General Meeting of the Society and shall audit the books and certify the accounts of the Society for presentation to the Executive Committee and the Annual General Meeting

10. DELEGATION

Subject to these rules and to any resolution of an Annual General Meeting or Special General Meeting the Executive Committee shall exercise all the powers and all the functions for which the Society is established and shall have the power to do all the things that are conducive to the attainment of one or all of the objects of the Society

11. INTERPRETATION

The Executive Committee is the sole authority for the interpretation of these rules and the decision of the Executive Committee upon any question of the interpretation of any matter affecting the Society and not provided for in these rules shall be final and binding on the members

12. GENERAL MEETINGS

12.1 Annual General Meeting

The Annual General Meeting of the Society shall be held each year on a date, time and place to be fixed by the Executive Committee, but not later than ~~30 September~~ ^{31 August} for the following purposes ^{AMENDED 21 MARCH 2001.}

- (a) to receive the Society's Annual Report and audited accounts for the preceding year, and
- (b) to elect Officers and Executive Committee members (as specified in 7.1 above) for the ensuing year, and
- (c) to elect an Auditor for the ensuing year and
- (d) ~~to fix the annual subscription, and~~ ^{DELETED 21 MARCH 2001.}

^{NEW} ^{21 MARCH 2001.} Sub clause (d) to consider any motion which any member may, not less than 14 clear days before such date, submit to the Executive Committee for prior consideration.

- (e) to consider any resolutions which may have been submitted to the Executive Committee for consideration

Nominations for the Officers, Executive Committee members, and the Auditor may be by prior written nomination or by verbal nomination from the floor. An election shall be held (with voting as 12.6 below) if more than the required number of nominations for any position are received

12.2 Special General Meetings

The Executive Committee may at any time call a Special General Meeting of the Society and it shall do so forthwith upon the request in writing of any five members, stating the purpose for which the meeting is required. Notice of such meetings shall be given to the members in writing at least ten days before the date of such meeting

12.3 Ordinary General Meetings

Ordinary General Meetings of the Society shall be held at such time and places as may be determined by the Executive Committee. The business to be discussed shall be determined by the Executive Committee

12.4 Notice of General Meetings ^{not less than AMENDED 21 MARCH 2001.}

Members shall be given ^{in the Society's monthly newsletter} ten (10) days notice in writing or by publication ^{in a daily newspaper} circulating in the ~~New Plymouth Region~~ of any general meeting ^{AMENDED 21 MARCH 2001.}

12.5 Quorum for General Meetings

Ten (10) members being present and financial shall constitute a quorum at any general meeting of the Society

12.6 Voting at General Meetings

All current financial members shall be entitled to vote at any general meeting on all matters under discussion, and the President shall have a casting vote in addition to the deliberative vote. Voting shall be by voice unless otherwise requested in which case the meeting shall decide whether voting shall be by show of hands or secret ballot

Weekly newsletter

13. SUBSCRIPTIONS

~~The annual subscription and types of subscription shall be from time to time recommended by the Executive Committee for approval by members at a Special General Meeting or at the Annual General Meeting~~ DELETED 21 MARCH 2001.

Subscriptions

Delete clause 13 AMENDED 21 MARCH 2001

New clause 13.1 *The annual subscription for each year shall, not later than 31 May in the preceding financial year, be determined by the Executive Committee and shall then be advised to the members in the Society's monthly newsletter.*

New clause 13.2 *Every such subscription shall be payable on the first day of July in each year, and the Executive committee may, in its absolute discretion, refund the whole or any part of a subscription.*

Amend to weekly newsletter

14. FINANCIAL YEAR

The financial year of the Society shall be from 1 July to the following 30 June for each year

15. BANK ACCOUNT

Any bank account or accounts as may be set up from time to time by the Executive Committee of the Society shall be operated on the signature of the Treasurer and one of two other signatories appointed for that purpose by the Executive Committee and any one of the signatories may endorse cheques or negotiable instruments on behalf of the Society

16. ALTERATION TO RULES

These rules may be altered, added to or amended by resolution of any Annual General Meeting or any Special General Meeting of the Society PROVIDED THAT no such resolution shall be deemed to have been passed unless notice thereof was given or the resolution accepted in accordance with clause 13 hereof and the resolution was thereafter carried by a majority of not less than two-thirds of the members voting thereat and PROVIDED THAT no addition to or alteration of clauses 3 10 and 19 shall be approved without the consent of the Inland Revenue Department

Delete

ACTUALLY 12, 12/10 UNDERLINED REQUIRES DELETION

17. WINDING UP

- 171 The Society may be wound up in accordance with Section 24 of the Incorporated Societies Act 1908 namely by a resolution of a majority of the members at a general meeting and provided that such resolution is confirmed at a subsequent general meeting called for the purpose and held not earlier than 30 days after the date on which the resolution to be confirmed was passed
- 172 On dissolution of the Society the property thereof shall be disposed of in such a manner for an organisation within New Zealand having similar charitable objects as may be decided by resolution of the members provided that no member is able to receive any pecuniary gain from surplus assets or financial holdings when winding up

The Incorporated Societies Act 1908
Declaration of
**ADOPTION, ALTERATION
OF RULES**
(Section 7 (b) and 21)

Document Number

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(for office use only)

Please note that the information in this form should be either typewritten, printed, or neatly handwritten in block capitals
When completing this form, please refer to notes overleaf

Society Name

SENIORNET NEW PLYMOUTH
INCORPORATED

Society Number

850577

I, Frank Geoffrey SOUSTER
of 7 McLEAN STREET, NEW PLYMOUTH

do solemnly and sincerely declare as follows

- 1 That I am* a member of ~~the Society~~ to the abovenamed Society
- 2 That annexed hereto and marked with the letter "A" ~~are~~ -
*~~(a) the rules, signed or sealed, which have been adopted by the society, a majority of whose members have consented to the application for incorporation, or~~
*~~(b) the alteration of rules of the society, which alteration has been made in accordance with the rules of the society~~
- 3 That the rules comply with section 6 of the Incorporated Societies Act 1908

And I make the solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths and Declaration Act 1957

Declared at New Plymouth)
this 29th) F Souster
day of April)
19 97 before me)

GRANT M NOVAK
SOLICITOR
NEW PLYMOUTH

A Solicitor, Justice of the Peace or other person authorised to take a Statutory Declaration

Presented by
Postal Address

F Geoffrey SOUSTER
7 McLEAN STREET
NEW PLYMOUTH

Account No

[Empty box for Account No]

Telephone

06 7578 386

Facsimile

06 7578 386

*Delete whichever is not applicable

**In the Matter of an amendment
to the Rules of SeniorNet
New Plymouth Incorporated**

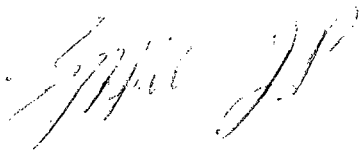
I, William James Bevis of New Plymouth, Retired Civil Engineer, do solemnly and sincerely declare as follows,

1 That I am the President of SeniorNet New Plymouth Incorporated

2 That the Amendments to the Rules of the Society attached hereto and marked "A" were adopted in accordance with the Rules of the Society at a duly convened Special General Meeting of the Society on 21 March, 2001.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957

Declared at New Plymouth by the
said William James Bevis this 26th
day of March before me:



Justice of the Peace.

A

SeniorNet New Plymouth Incorporated
Amendments to the Rules of the Society duly passed at a meeting
of the Society held on the 21st day of March, 2001

We the undersigned, being three members of the Executive Committee of the Society, Certify that the following alterations to the Rules of the Society were passed in accordance with the Rules of the Society at a duly convened meeting of the Society held on the 21st Day of March, 2001.

[Signature]
Executive Member.

[Signature]
Executive Member

[Signature]
Executive Member

New Rule 6.3:

That the following new Rule be added:

6.3 The Executive Committee may, at the suggestion of any member and after proper consideration, recommend to the Society in General Meeting that a person who has given outstanding service to the Society be elected a Life Member and any such person so elected shall not be liable to pay any annual subscription

Change to Rule 7

That the present Rules 7.1 to 7.3 be deleted and the following Rules substituted therefor:

7.1 An Executive Committee comprising the President, Immediate Past President, Vice President, Secretary and Treasurer (or Secretary/Treasurer) and not more than six committee members shall manage the Society. The Executive Committee may co-opt any member of the Society to serve as a non-voting member of the committee for a period not exceeding three months

7.2 (a) The Executive Committee, whose quorum shall be five elected members, shall decide the times and dates of its meetings and, on cause shown any two such members may call upon the Secretary to convene a special meeting.

(b) Every such member shall be given at least 48 hours notice of any meeting of the Committee

(c) If the President is unable to preside then the Vice President, or otherwise some other duly elected member, shall preside.

That present sub-clauses 7.4 and 7.5 be renumbered as subclauses 7.3 and 7.4

Change to Rule 8.3(b)

That this Rule be amended by deleting the words "and a budget" and adding the word "and" before "a balance sheet"

Changes to Rule 12

In Rule 12.1, -

- delete the words "30 September" and substitute therefor the words "31 August"

- delete sub-clause (d) and substitute therefor:

(d) to consider any motion which any member may, in writing not less than 14 clear days before such meeting, submit to the Executive Committee for prior consideration.

In Clause 12.4,

- add the words "not less than" after "given"

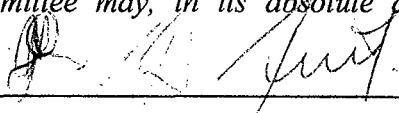
- delete the words after "publication" and substitute therefor the words "in the Society's monthly newsletter of any general meeting"

Changes to Rule 13

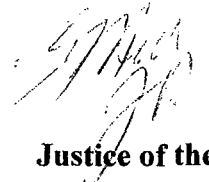
Delete the existing Rule 13 and substitute therefor:

13.1 The annual subscription for each year shall, not later than 31 May in the preceding financial year, be determined by the Executive Committee and shall then be advised to the members in the Society's monthly newsletter

13.2 Every such subscription shall be payable on the first day of July in each year, and the Executive Committee may, in its absolute discretion, refund the whole or any part of a subscription



These are the amendments to the Rules of SeniorNet New Plymouth Incorporated marked "A" referred to in the annexed Declaration of William James Bevis of New Plymouth, Retired Civil Engineer made before me this day of March, 2001 before me:



26/3/01

Justice of the Peace

Alteration of rules registered this	04
day of	April, 2001
<i>S. Tucker</i> SH Tucker	
Registrar of Incorporated Societies, Auckland	



www.societies.govt.nz
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0508-762-438



10053117639

Incorporated Society Alteration of Rules - Certificate

Name of Society

SeniorNet New Plymouth Incorporated

Society Number

850577

I certify that the alteration has been approved in accordance with the society's rules.

Please tick if the rule alteration includes a name change for the society

Name

Valerie Rose

Position

Secretary

Signature

VR

Date

26-1-2007

Note: This certificate must be completed by an officer of or solicitor for the society.

Checklist before filing:

Has this certificate been completed by an officer of or solicitor for the society?

Has the copy of the alteration to rules been signed by 3 members of the society?

Is a copy of the rule alteration(s) attached? This can either be a complete copy of the updated rules with the alterations underlined or in bold type, or a copy of the particular rule(s) that were altered.

If the name of the society is being changed, have you checked the name is available by conducting a Register Search at www.societies.govt.nz and www.companies.govt.nz?

Note: Section 6 of the Incorporated Societies Act 1908 requires a society's rules to include the following:

- The name of the society (ending with the word Incorporated)
- The objects for which the society is established
- How people become members of the society and cease being members of the society
- How meetings of the society will be called and held and how voting will take place
- How officers of the society will be appointed
- The control and use of the common seal.
- How the society's funds will be controlled and invested
- The powers (if any) that the society has to borrow money
- How any property of the society will be distributed in the event of the society being wound up
- How the rules of the society can be altered.

Your Contact Details

Name and Postal Address:

Mrs V Rose
11 Turakina Street
NEW PLYMOUTH

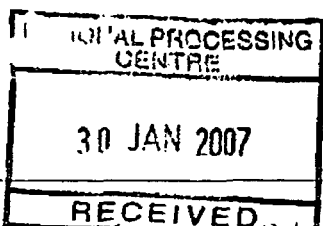
Other Details

Telephone: 06 758 8849

Email:

Post To

Incorporated Societies Register
Companies Office
Private Bag 92061
Auckland Mail Centre 1020



NPC# 27

30 JAN 2007

RESOLUTION of Members of SeniorNet New Plymouth Incorporated passed at a Special Meeting held at the Learning Centre, 27 Liardet Street, New Plymouth on 15th January, 2007 at 1.30 pm

RESOLVED: that Clause 7.1 of the Constitution be amended to now read:

An Executive Committee, comprising the President, Immediate Past President, Vice President, Secretary and Treasurer (or Secretary/Treasurer) and not more than seven elected committee members, shall manage the Society. The Executive Committee may co-opt any member of the Society to serve as a non-voting member of the Committee for a period not exceeding three months.

This Resolution was put to the Meeting and was Carried unanimously.

Signed by: President *Y. Coxhead*.....
Yvonne Coxhead

Signed by: Vice-President *J. Dockar*.....
Jackie Dockar

Signed by: Secretary *V. Rose*.....
Valerie Rose

