

RULES OF DONKEY AND MULE SOCIETY OF NEW ZEALAND INCORPORATED

NAME

1. The name of the Society is DONKEY & MULE SOCIETY OF NEW ZEALAND INCORPORATED.

OBJECTS

2. The objects for which the Society is established are to:
 - (a) Encourage the selective breeding of donkeys and mules, open and maintain a stud book or register for the registration of donkeys and mules, and open and maintain lists of donkey and mule studs approved by the Society;
 - (b) Promote research into all matters relating to donkeys and mules;
 - (c) Encourage and support the exhibition of donkeys and mules, organise and hold shows and exhibitions of donkeys and mules, promote donkey and mule classes at horse pony and agricultural shows and support the same financially or by presentation of trophies;
 - (d) Prevent cruelty to donkeys and mules, cooperate with any other society engaged in preventing cruelty, improve the treatment of donkeys and mules and obtain and support legislation promoting such objects;
 - (e) Promote the public image of the donkey and mule, and provide education in connection with donkeys and mules;
 - (f) Borrow from time to time any moneys required for the purposes of the Society upon such security as the Society determines;
 - (g) Purchase, take on lease, hire or otherwise acquire any real or personal property and rights or privileges, construct maintain and alter any buildings or erections necessary or convenient for the work of the Society, sell, let, mortgage, dispose of or turn to account any or all of the property or assets of the Society, invest the moneys of the Society not immediately required for its purposes in or upon such investments securities or property as the Society thinks fit, and employ and remunerate any person for services rendered to the Society;
 - (h) Do all such other things as are necessary to the attainment of any of the foregoing objects.

MEMBERSHIP

- 3
 - (a) Any person may apply for a membership which must be confirmed by the Committee. The Committee may refuse membership to any person without assigning a reason.
 - (b) Any member whose subscription is more than three months overdue ceases to be a member without being released from liability to pay the overdue subscription.
 - (c) The Committee has power to expel any member if after investigation it is satisfied that such member has behaved in a manner prejudicial to the interests of the Society.
 - (d) Resignations from membership must be in writing and delivered to the Secretary.

SUBSCRIPTIONS

- 4 The amount of the annual subscription is to be fixed by the Annual General Meeting and is due for payment on the 1st day of January following the Annual General Meeting.

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ADMINISTRATION

- 5 (a) The business of the Society is managed by the Committee.
- (b) The Committee consists of the three officers and such number, not under four, as the Committee from time to time fixes of other persons, but that number may not be changed between the calling of nominations for the next Committee and the election of that Committee.
- (c) The officers and their duties are:-
- President: To preside at all General and Committee meetings and if he or she is absent the meeting elects a chairman. At all meetings the chairman has a deliberative vote and in the case of equality of a casting vote in addition. The chairman's ruling on any point of order is final.
- Secretary: To call all meetings, keep minutes, submit correspondence and reply as directed by the meeting, keep a register of the names and addresses of members, keep all records, and generally perform all the clerical work of the Society. If the Secretary is absent from any meeting the Chairman may appoint someone present to take the minutes.
- Treasurer: To keep proper books of account, and prepare and submit to Annual General Meeting a duly audited statement of the Society's financial affairs.
- (d) Only members of the Society may be elected to the Committee. Retiring Committee members are eligible for re-election.
- (e) The Committee is to be elected for the year following each Annual General Meeting either at the Annual General Meeting or by a postal ballot before the Annual General Meeting, as the Committee decides and notifies to each member not less than three months before the Annual General Meeting. If the Committee fails to give such notice the election is to be conducted in the same way as the previous election.
- (f) Elections are to be arranged by the Committee so that each member is given the opportunity and adequate time to stand for election, nominate candidates and vote.
- (g) The Committee members hold office until retirement or removal or election of successors. The Committee is deemed elected when the election results are announced at the Annual General Meeting.
- (h) The Committee may appoint any member of the Society to fill any casual vacancy in any office and the person appointed holds office until the next Annual General Meeting.
- (i) The Committee may appoint sub-committees and co-opt members to serve on sub-committees, and all sub-committees must submit their minutes and recommendations to the Committee. The officers are ex officio members of all sub-committees.
- (j) The Committee meets when called by the Secretary at the direction of the President or on the requisition of not less than two Committee members. The quorum for a meeting of the Committee is a majority of its number.
- (k) It is not necessary for the Committee to hold formal meetings and any resolution in writing to which a majority of the Committee have assented is as valid and effectual as if passed at a formal meeting.

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AUDITOR

- 6 At each Annual General Meeting an auditor is to be appointed for the ensuing year and the auditor must audit the accounts for the year before the Annual General Meeting.

GENERAL MEETINGS

- 7 (a) The Society must hold its Annual General Meeting at such time and place between 1 April and 30 June each year as the Committee determines.
 - (b) The Committee may whenever they deem fit convene an Extraordinary General Meeting and must on receiving a request in writing by not less than fifteen members convene an Extraordinary General Meeting within two months after receipt of the request. Any such request must state the purpose of the meeting and be delivered to the Secretary and may consist of several documents in like form each signed by one or more persons.
 - (c) If the Committee does not within two months after receipt of any such request convene a meeting those requesting the meeting may themselves convene a meeting in the same manner as nearly as possible as meetings are to be convened by the Committee but any such meeting may not be held after the expiry of four months from the delivery of the request to the Secretary.

NOTICES

- 8 (a) Not less than fourteen days notice in writing of every General Meeting (excluding in every case the day when it is deemed to be served and the day for which it is given) specifying the place day and time of the meeting and the general nature of the business to be transacted must be given to all members.
 - (b) All notices must be served upon a member either:
 - (i) personally, deemed served when handed to the recipient;
 - (ii) through the post in a pre-paid letter addressed to the member's address as appearing in the register of members or last known address, deemed served in due course of post; or
 - (iii) by email, facsimile transmission or other electronic means to those who have consented to receive notices by such means sent to the member's contact address as advised to the Society, deemed served the day after transmission.
 - (c) The accidental omission to give notice of a meeting to, or the non-receipt of such notice by a member does not invalidate any proceedings or any resolution passed at any meeting.

PROCEEDINGS AT GENERAL MEETINGS

- 9 (a) No business may be transacted at any General Meeting unless a quorum is present when the meeting proceeds to business. The quorum for such meetings is seven. The start of the meeting may be delayed by half an hour from the appointed time and if no quorum is then present the meeting must be adjourned for one week. If at the adjourned meeting a quorum is not present within half an hour from the appointed time then the meeting may proceed to business and all proceedings and resolutions passed at such meeting are as valid as if a quorum had been present.
 - (b) At any General Meeting a resolution put to the vote is to be decided by a show of hands unless a poll is demanded by the chairman or at least three members present in person. The declaration of the chairman is conclusive as to the result of a show of hands.
 - (c) On every resolution put to the meeting each member has one vote either in person or by proxy. Signed proxy forms must be lodged with the secretary before the commencement of the meeting and are to appoint by name a member personally present at the meeting and in the absence of an express appointment or if the member named is absent the chairman is to be the proxy. The proxy is to vote on behalf of the member making the appointment either as directed or in the absence of such direction in the proxy's discretion.

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ALTERATION OF RULES

- 10 These rules may only be altered at a General Meeting after notice of any proposed alteration has been given to each member no less than seven days before the date of the meeting and by the approval of not less than two-thirds of the members eligible to vote at such meeting.

FUNDS

- 11 (a) All moneys received by the Society must be placed to the credit of one of the Society's account in a bank approved by the Committee. All disbursements from the Society's funds must be by cheque signed by two persons approved by the committee. No money from the Society's accounts may be paid except pursuant to a resolution of the Committee or General Meeting.
- (b) The income and property of the Society from whatever source derived must be applied solely towards the promotion of the Society's objects.
- (c) No member may derive any pecuniary gain except as a salaried employee or by way of honorarium for services rendered voted by a General Meeting from any property or operations of the Society but this does not prevent the payment of any prize or the giving of any trophy to an exhibitor at a show who is a member nor the payment of interest on money lent by a member to the Society.

WINDING UP

- 12 If the Society is dissolved or for any other cause ceases to exist its funds and property after the discharge of all liabilities are to be handed over to such other similar or kindred society or organisation as the Committee determines

GENERAL

- 13 The Committee is empowered to deal with any matter not provided for in these rules.

INTERPRETATION

- 14 In these rules unless repugnant to the context the singular imports the plural and vice versa the male imports the female and persons include corporations.

COMMON SEAL

- 15 The Common Seal is that appointed by the Committee which is responsible for its safe custody and control. Whenever it is required to be affixed to any document it may be only pursuant to a resolution of the Committee or the Society by two Committee members authorised by the resolution and those affixing the seal are at the same time to sign the document.

IRD CLAUSES

- 16 (a) No member of the organisation or any associated person shall participate in or materially influence any decision made by the organisation in respect of payment to or on behalf of that member or associated person of any income benefit or advantage whatsoever. Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transactio (being open market value).
- (b) No addition to or alteration or recession of the rules shall be approved if it affects the non-profit aims personal benefit clause or the winding up clause. The provisions and effect of this clause shall not be removed from this document and shall be included and implied in any replacement document.
- (c) If upon the winding up or dissolution of the organisation there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid or distributed among the members of the organisation but shall be given or transferred to some other organisation or body having similar objects or to some other charitable organisation or purpose within New Zealand.