THE MALTA SOCIETY OF NEW ZEALAND INCORPORATED

RULES

1. NAME

The name of the Society shall be “The Malta Society of New Zealand Incorporated”.

2. OBJECTS

The main objects of the Society shall be:

(a) To promote generally the welfare of the members.

(b) To organise social functions for members and friends of the Society.

(c) The Society shall be non-political and non-sectarian.

3. MEMBERSHIP

Membership shall be open to all persons of Maltese descent and to all friends of Malta in New Zealand, subject to approval of the council.

(a) All applications for membership shall be made on the form provided by the Society, and shall be accompanied by the annual subscription. New Members joining within two months of the end of the Financial Year shall have their subscription credited to the following year.

(b) Any person who has rendered outstanding or meritorious service to the Society, may, on the recommendation of the Council, be elected an Honorary Member of the Society at an Annual General Meeting.

4. COUNCIL

The administration of the affairs of the society shall be vested in a Council consisting of the President, the Vice-President, Honorary Treasurer, Honorary Secretary, and six members. In addition to the aforementioned, any branch may nominate one representative who shall be a financial member of the Society, for appointment to the Council, and such appointment shall be approves by resolution at the Annual General Meeting.

5. DURATION OF SERVICE OF COUNCIL

At each Annual General Meeting all members of the Council shall retire but shall be eligible for re-election.

6. ELECTION OF COUNCIL

(a) Written nomination for the positions of President, Vice-President, Treasurer, Secretary, and ordinary members shall, subject to the persons nominated consenting thereto, and signed by the proposer and seconder, all of whom shall be financial members of the Society, be in the hands of the Secretary not later than seven days prior to the date fixed for the holding of the Annual General Meeting, and in the event of the number of nominations exceeding the number of vacancies, shall be by secret ballot.

(b) The list of nominations shall be available to members on request prior to the Annual General Meeting.

(c) Voting papers for the election of Officers shall be issued to financial members at the time of signing the attendance register, and the voting strength shall be advised to the meeting.

(d) Two members from the floor who have no voting rights shall be appointed as scrutineers. In the event of no non-voters being present, two scrutineers from the floor shall be nominated and elected.

(e) The retiring President shall preside until the conclusion of the meeting.

7. FINANCE

(a) The Financial Year of the Society shall close on the 31st August in each year.

(b) The annual subscription shall be such amounts as may from time to time be determined by Council in formal meeting.

(c) The annual subscription shall be payable in October of each year. All members who have not paid their subscription by the first day of January in each year shall be notified thereof by the Treasurer, and any member whose subscription shall be two years in arrears shall cease to be a member of the Society.

(d) The Council may in its discretion, on the grounds of financial hardship or on any other grounds deemed sufficient remit in whole or in part and for such a period that it thinks fit the annual subscription payable by a member.

(e) The Council may invest and deal with any of the moneys of the Society not immediately required for the purpose thereof, upon such securities and in such manner as it may think fit and from time to time vary or realise such investments.

8. BANKING

An account shall be kept with such bank as may be decided upon by the Council, into which the funds of the Society shall be paid, and upon which cheques shall be drawn for the payment of accounts on the authority of the Council. All cheques shall be signed by two of the three members appointed for that purpose.

9. QUORUM AND MEETINGS OF COUNCIL

Four members of the Council personally present shall constitute a quorum. The Council shall meet at such times and places as it shall decide. The President shall take the chair at meetings of the Council, and in his absence the Vice-President shall preside. If those Officers are not present, the members present shall choose one of their number to take the chair. If, within ten minutes after the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to such day, time and place as shall be decided upon by the members present, and if at such adjourned meeting a quorum is not present, a special meeting of the Society shall be called to transact any necessary business.

10. VACANCIES

Vacancies occurring on the Council from time to time may be filled by the Council itself, but the Council may act, notwithstanding any vacancy in its body. Appointees to such vacancies shall hold office only until the next Annual General Meeting. Any member absent from three consecutive Council Meetings without leave of absence shall cease to hold office.

11. BRANCHES OF THE SOCIETY

The council shall have power to appoint and establish such branches or subcommittees for the management of the Society's affairs in any part of New Zealand as may be thought fit and to delegate to any such branch or subcommittee all or any of the powers of the council.

12. GENERAL MEETING

General Meetings of the Society shall be held by authority of the Council. At such meetings the President or in his absence the Vice-President shall preside, or in their absence the meeting may elect a chairman. All questions and resolutions submitted to the meeting and not otherwise provided for herein shall be decided by a show of hands. In case of an equality of votes, the chairman shall have a casting vote in addition to the vote to which he is entitled. Meetings may be called by advertisement or in such other manner as the Council may from time to time determine. Fifteen (15) Members shall constitute a quorum. If at the expiry of thirty minutes from the time appointed for the meeting a quorum is not present the meeting shall be adjourned to the same day two weeks hence and at the same time and place. If at such adjourned meeting a quorum is still not present, then those who are present shall constitute a quorum and may transact the business for which the meeting was convened.

13. **SPECIAL MEETINGS**

The President shall, within 14 days of a written request for a Special General Meeting, signed by either ten members or three councilors, call a special General Meeting to be held within 14 days. The petition and notice of meeting shall set out the business it is desired to transact. The procedure for the meeting shall be the same as that for a General Meeting.

14. **ANNUAL GENERAL MEETING**

The Annual General Meeting of the Society shall be held within two calendar months after the end of the financial year. The business to be transacted at such meeting shall be:
Apologies
Minutes of Previous Meeting
Business Arising out of Minutes
Annual Report and Balance Sheet
Notices of Motion (if any)
Election of Officers
Any other Business

14. **VOTING POWER.**

Each financial member of the Society present at any meeting shall be entitled to one vote to be exercised by a show of hands or ballot but no member shall be entitled to vote by proxy.

15. **NOTICE OF MEETING**.

Not less than 14 days notice shall be given of all meetings, such notice to be by advertisement or circular.

16. **NOTICE OF MOTION**.

Any member intending to bring forward at any general meeting of the Society a motion to alter or amend the Rules of the Society, or dealing with any matters affecting the Society, shall give to the Honorary Secretary a copy of such motion not less than twenty-eight days before the date of such general meeting and in such case it shall be the duty of the Secretary to express in the notice calling such a meeting the general nature of such motion. The rules may be amended, added to or rescinded in accordance with the requisite notice of motion if passed by a majority of two thirds of the financial members of the Society present at a General Meeting and are to be effective immediately after registration with the Registrar of Incorporated Societies. All other notices of motion shall be effective if passed by a simple majority of financial members present at a meeting.

17. **HONORARY AUDITOR AND HONORARY SOLICITOR.**

An Honorary Auditor and an Honorary Solicitor shall be elected at the Annual General Meeting.

18. **DUTIES OF PRESIDENT.**

(a) To supervise the business and affairs of the Society.
(b) To plan and attend all meetings of the Council.
(c) To preside over all meetings of the Council or appoint another member of the Society to preside in his stead.
(d) To obey all such lawful instructions and to perform all such lawful things and acts as may be given or required to be done by a meeting of the Council or by these rules.

(e) To do and perform such other lawful duties as may usually appertain to the office of President.
(f) To exercise a deliberative vote and in the case of equality of voting a casting vote also.
(g) To decide the order of business to put motions and to declare the result of the voting.
(h) By resolution of the meeting or in the absence of a quorum, to adjourn a meeting or to declare a meeting closed.
(i) Generally to do and perform such other lawful things and acts as may be necessary or desirable to carry on the business of a meeting with order and regularity.

19. DUTIES OF VICE PRESIDENT

It shall be the duty of the Vice-President to assist the President in carrying out the duties appertaining to his office, and in the absence of the President, the Vice-President shall have and may exercise all the powers and shall perform all the duties of the President.

20. DUTIES OF HONORARY TREASURER

(a) To keep a record of membership of the Society and to send out notices of subscriptions due.
(b) To keep the accounts of the Society.
(c) To collect and receive all moneys due to the Society and to give an official receipt therefor.
(d) To bank within seven days all such moneys in the name of the Society in a Bank approves by the council.
(e) To prepare for presentation a duly audited statement of Receipts and Payments, Income and Expenditure, and Balance Sheet for each financial year to the Annual General Meeting.

21. DUTIES OF HONORARY SECRETARY

(a) To keep a correct record of minutes of proceedings of General Meetings and of meetings of the Council in an official Minute Book, and to record therein all resolutions passed at such meetings,
(b) To keep a proper record of all inward and outward correspondence.
(c) To convene all meetings as prescribed by these rules or as directed by the Council.
(d) To conduct the affairs of the Society as may be directed by the Council.

22. MEMBERSHIP ROLL

The Council shall cause to be kept a Roll of all persons who are members of the Society, together with the date of joining and address of each member.

23. OFFICE

The registered office of the Society shall be the residence of the Honorary Secretary, or such other place as may be determined by Council

24. OFFENCES

If any member shall infringe any Rule of the Society, or if any member shall, in the opinion of the Council, be guilty of conduct prejudicial to the interests of the Society, the Council shall have power to suspend such member from all the privileges of membership.

25. RESIGNATION OF MEMBERS

Any member of the Society shall cease to be a member:
(a) If, by notice in writing to the Society, he resigns.
(b) If the Society by a majority of two-thirds of its members present at a meeting duly convened for the purpose, resolve that such member shall resign.

(c) If his subscription is two years in arrears.

26. SEAL

The Council shall provide a Common Seal of the Society, which shall only be used by authority of the Council previously given, and in the presence of two members of the Council at the least, who shall sign the instrument to which the Seal is affixed, and every such instrument shall be countersigned by the Honorary Secretary or some person appointed by the Council. The Seal shall be in the custody of the President or such other person appointed by the Council in his stead.

27. CONDUCT OF MEETINGS

Where any matter is not provided for in these rules, parliamentary rules, insofar as they are applicable, shall apply.

29. HONORARIA

The Council shall, at the first committee meeting of each year, fix a sum to be paid to the Secretary and the Treasurer as an honorarium.

28. WINDING UP

If upon the winding up or dissolution of the Society whether voluntary or by the Registrar of Incorporated Societies or otherwise there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed among the members of the Society but shall be given or transferred to another organisation within the Dominion of New Zealand having abjects substantially similar to those defined in Rule 2, such gift to be determined by the members of the Society at or before the time of dissolution and in default thereof by the Supreme Court of New Zealand.

THE FOREGOING RULES WERE CONFIRMED AT THE SPECIAL GENERAL MEETING OF THE SOCIETY CALLED FOR THE PURPOSE AND HELD ON
/ /1982.
A. S. ABELA, J. P.
PRESIDENT

APPLICATION FOR INCORPORATION

We, the several persons whose names are subscribed hereto, being members of the above-mentioned society, hereby make application for the incorporation of the society under the foregoing rules, in accordance with the Incorporated Societies Act, 1908.
Dated this 1st *day of* June 1982

This application was signed by fifteen members and signed and witnessed.

Original documents are held by the current president of the Malta Society of New Zealand Inc.

Document received of incorporation. (Official certificate signed with seal)

No. A.1982/71

DEPARTMENT OF JUSTICE

Dated at Auckland this 6th day of July 1982

Signed by Alfred George O'Bryne
Assistant Registrar of Incorporated Societies.

AMENDMENTS to the rules that has been registered with the Assistant Registrar of Incorporated Societies.

These amendments have been approved and signed.
Motions of amendments were held at special meetings or at the annual general meeting.

Amendment to Rule 6a, b and c of the Rules of the Malta Society of N.Z. Inc. to read as follows:

6a. All financial members wishing to be considered as candidates for the positions of President, Vice President, Treasurer, Secretary and ordinary members of the Council must present themselves for election at the Annual General Meeting.

6b. The list of candidates shall be available to all financial members prior to commencement of election of Officers.

6c. Voting papers for the election of Officers shall be issued to all financial members at the signing the attendance register.
Voting shall be by secret ballot.

6d. Unchanged.

6e. Unchanged.

Signed by three members on 15th February 1992.

Alteration of rules registered this 17 day of February, 1992 (signed and sealed)

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1 March 1994

The Registrar of Incorporated Societies
Private Bag 92513
Wellesley Street
AUCKLAND

Dear Sir Madam

Amendments tot he Constitution of the Malta Society are as follows.

31 Personal Benefit Clause
1 NO PRIVATE PECUNIARY PROFIT FOR ANY INDIVIDUAL AND EXCEPTIONS
NO PRIVATE PECUNIARY PROFIT: No private pecuniary profit shall be made by any person from the Society, except that

a) Any member may receive full reimbursement for all expenses properly incurred by that member in connection with the affairs of the Society.

b) The Society may pay reasonable and proper remuneration to any officer or servant of the Society (whether a member or not) in return for services actually rendered to the Society.

c) Any member may be paid all usual professional, business or trade charges for servics rendered, time expanded and all acts done by that member in an employee or associate in connection with the affairs of the Society.

d) Any member may retain any remuneration properly payable to that member by any company or undertaking with which the Society may be in any way concerned or involved for which that the member's connection with that company or undertaking is in any way attributable to that member's connection with the Society.

2 Rule Number 17 (Notice of Motion)

Provided no addition to or alteration or recession of the rules shall be approved if it affects the personal benefit clause or winding up clause.

Aleration of rules registered, this 12th day of May, 1994

Signed...................
Registrar of Incorporated Societies, Auckland.

Registrar of Incorporate Societies
Private Bag 92513
Wellesly Street,
Auckland

Date 29/10/96

Dear Sir/Madam

The following amendments to the constitution of The Malta Society of New Zealand (Inc.) were passed at the Annual General Meeting of Members held on the 29th September 1996.

<u>Rule 4 Council</u>

The administration of the affairs of the society shall be vested in a council consisting of the President, Vice-President, Honorary Treasurer, Honorary Secretary, and three or more members.

<u>Rule 7F</u>

Financial members living at the same address, more than 2 adults or children over 16 years paying an additional amount. If a family member moves address at the time in the financial year they are considered a paid member until the new financial year.

<u>Rule 15B</u>

Financial members must be 16 years old or over.

<u>Rule 18</u>

To delete the rule.

<u>Rule 29</u>

To delete the rule.

Yours Sincerely,

Mrs. Rose Godfrey President The Malta Society of New Zealand	Mrs. Emily Milne Secretary The Malta Society of New Zealand

C. Cini
Vice President.

Signed on 3/11/96 Official seal of the Malta Society of New Zealand (Inc.)

Alteration of rules registered, this 4th day of March, 1997 (official stamp Assistant Registrar of Incorporated Societies, Auckland)