

WELLINGTON WAIRARAPA GLIDING CLUB INCORPORATED

RULES

NAME

1. The name of the Club is the Wellington Wairarapa Gliding Club Incorporated (hereinafter referred to as the "Club")

OBJECTS

2. The objects for which the Club is established are:
 - (a) To promote and encourage aviation and in particular gliding and any art, craft, trade or profession connected therewith, or incidental thereto, and in particular in any of the modes following:
 - (1) By carrying out instruction in aviation or any matter with or incidental to the same.
 - (2) By providing and establishing and managing aerodromes, flying grounds, landing grounds, workshops, repair shops, hangars or any other facilities for the use or benefit of the Club and its members.
 - (3) By providing and controlling aircraft of every description.
 - (4) By promoting or arranging for displays, exhibitions, matches, competitions, lectures and discussions.
 - (5) By establishing or arranging for the printing and publishing of magazines, essays and reports.
 - (6) By watching and promoting general and local legislation.
 - (b) To establish and maintain Clubrooms for the use (subject to the Rules of the Club) of members and visitors and to provide such facilities in connection with the Clubrooms as the Club may from time to time consider desirable and to hold entertainments in such Clubrooms or elsewhere.
 - (c) For the purposes of the Club to purchase, hire or take on lease any real or personal property.
 - (d) To sell, lease, mortgage, charge, exchange or otherwise deal with all or any of the real or personal property of the Club.
 - (e) To raise money whether by borrowing or otherwise and to dispose of such money as shall from time to time stand to the credit of the Club whether by lending or otherwise.
 - (f) To do all or any of the things hereby authorised alone or in conjunction with another or others.

- (g) To join or affiliate as a member of any club, association or society, whether incorporated under the Incorporated Societies Act 1908 or not, having as one of its objects the advancement or government of aeronautics.
- (h) Generally to enter into all such agreements and contracts and to do all such acts, deeds, matters and things as may be deemed necessary or expedient for the purpose of attaining the above objects and furthering the interests of the Club, aviation and in particular gliding generally, whether such activities are directly concerned with aviation or not.
- (i) The Club's funds and income may not be used for the personal benefit of members.

CONSTITUTION

- 3. The Club shall consist of all the present members of the Wellington Wairarapa Gliding Club Incorporated, and of these members who shall be elected from time to time in accordance with Rule 6.

MEMBERSHIP CATEGORIES

- 4. Any man, woman or child who is interested in aeronautics or in the objects of the Club shall be eligible to be nominated for membership of the Club.
- 5. Members shall be divided into the following classes:
 - (a) "Flying members", being persons over the age of eighteen years at the time of joining the Club.
 - (b) "Youth members", being persons aged 25 or under at the time of joining the Club, or on 31 October in each year thereafter.
 - (c) "Associate Members", being persons of any age who are interested in the welfare and activities of the Club. Associate members are entitled to join in all activities except flying.
 - (d) "Life members", being persons who have made outstanding contributions to the Club, either through personal services or financial contributions.
 - (e) "Family members", being persons residing permanently with a Flying member. Family members shall have the same rights and privileges of membership as Flying Members.
 - (f) "Short-term members", being persons joining the Club for a period of less than one year. The conditions of membership shall be set by the Committee who shall have the power to vary the conditions from time to time as deemed appropriate.

ELECTION OF MEMBERS

- 6. (a) Candidates for election as Flying, Associate, Family, and Youth Members shall be nominated by a proposer and seconder who are members of the Club. All nominations shall be on a form prescribed by the Committee, which shall be signed by the proposer and seconder and by the candidate.
- (b) Election to Flying, Associate, Family, and Youth membership of the Club shall be by the Committee who shall consider any nomination without undue delay. Two Committee members voting against an individual application for membership shall cause the application to be rejected.

- (c) Notice of their election shall be given by the Finance and Administration Manager to each new member elected as a Flying, Associate, Family, or Youth member.
- (d) The name of the candidate whose application for membership shall have been rejected shall not be resubmitted for election within twelve months after rejection unless the Committee resolves to allow resubmission of an application in the interests of natural justice.
- (e) Life members shall, on the prior recommendation of the Committee, be elected by a three-fourths majority of those present and voting at any General Meeting of the Club, for which the notice for the meeting includes mention of the intention to propose named members for Life membership of the Club. They shall become and remain members for life with the full rights and privileges of membership, including holding office and voting, but without payment of an annual subscription, subject, however to the provisions of Rules 7, 8, 9, 10, 11, 12 and 13.
- (f) Candidates for Short-term membership shall complete the nomination form as prescribed by the Committee from time to time. Candidates for Short-term membership shall be deemed to be elected upon their nomination form being approved by an officer of the Club or a Club-appointed instructor who is also a member of the Club. The Committee will have the power to review all applications for Short-term membership and to confirm, amend or cancel Short-term memberships as it deems appropriate.
- (g) No newly-elected member shall be entitled to participate in any of the rights and privileges of membership of the Club until the applicable subscriptions and fees shall have been paid.

MEMBERS BOUND BY RULES

- 7. It shall be a condition of membership that all members of every class shall be bound by the Rules, bylaws, regulations and operating procedures of the Club and that all members accept all decisions of the Committee pursuant to the said Rules, bylaws regulations and operating procedures as to membership penalties and all other matters relating to the affairs of the Club.
- 8. If representations be made to the Committee that the conduct of any member either on or off premises used or occupied by the Club is injurious to the character and interests of the Club the matter shall be dealt with as provided by Rules 55, 56 and 57.
- 9. The Club shall have the power of expelling any member by ballot at any general or special meeting, notice of which shall have been given including details of the business to be conducted at the meeting, the majority to be at least in the proportion of three to one of those present and voting to expel such member.
- 10. No member of the Club or any person associated with a member shall participate in or materially influence any decision made by the Club in respect of the 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 transaction (being the open market value). The provisions and effect of this clause shall not be removed from these Rules, and shall be included and implied into any Rules replacing these Rules.

RESIGNATIONS

- 11. Any member wishing to resign from membership of the Club shall give notice in writing to the Finance and Administration Manager to that effect and pay all arrears of subscription and other amounts owing to the Club. (See also Rule 14(g)).

12. A member shall remain continually liable to the Club for all amounts owing to the Club irrespective of whether his membership is ceased.
13. Any person ceasing to be a member shall thereupon forfeit all his rights and interests in the property of the Club.

APPLICABLE TO MEMBERS

- 14 (a) Neither the Club nor any member thereof shall be liable to any other member in respect of any damage, loss or injury suffered by a member caused by the negligence, breach of statutory duty or other default of the Club or its agents or any member of the Club.
- (b) In the case of the entrance fee or subscription not being paid within one month of notification of election, and failing a satisfactory explanation, the election may be cancelled by the Committee and the candidate's name erased by the Finance and Administration Manager from the list of members.
- (c) The Committee may reinstate a member on satisfactory grounds being shown for the failure of payment.
- (d) A member on paying his subscription and entrance fee shall be deemed to have submitted himself to these Rules, Club bylaws and regulations and on these conditions alone shall he be entitled to enjoy the rights and privileges of Club membership.
- (e) Any communications to a member may be sent via posted mail, facsimile transmission or by e-mail using the details given on the member's form of application for membership unless the Finance and Administration Manager is otherwise directed by the member, and any notice sent by posted mail, facsimile transmission or e-mail to such address shall be deemed to have been duly delivered. In proving communication it shall be sufficient to prove that the notice was properly addressed and despatched in a manner appropriate to the form of communication used. Where material is posted on the Club's website or some other website it shall be deemed sufficient notice to members if they are advised of the website address where the material can be accessed.
- (f) The name of every person becoming a member shall be forthwith entered in the register of members, together with the date of the member's election and the member's addresses, and no name shall be erased from such register except by order of the Committee duly entered in the minutes of the Committee.
- (g) Any member wishing to resign membership shall give notice of the member's desire to do so to the Finance and Administration Manager on or before the last day of the Club's financial year, failing which he shall be liable to pay his subscription for the following year, and if notice of resignation is given after 28 October in any year the member is liable for any Gliding New Zealand Inc affiliation fees that may be payable by the Club in respect of that member.

OFFICERS

15. (a) The officers of the Club shall be a President and four functional managers, one of whom may also be the President. All officers must be Flying, Family, Youth or Life members of the Club.
- (b) The functional managers shall be:
 - (i) Service Delivery Manager who shall be responsible for provision, development and coordination of:

- Flight instruction
 - Standard Operating Procedures
 - Daily operations
 - Summer crew
 - Acquisition and maintenance of all safety equipment
- (ii) Resource Manager who shall be responsible for coordinating the acquisition, development, maintenance and disposal of all major Club assets:
- (iii) Finance and Administration manager who shall be responsible for administering and preparing:
- Financial & Management accounts
 - Budgeting
 - Insurance
 - Funding / Scholarships
 - Membership database
 - Legal
 - Committee Meetings
 - IT systems
- (iv) Communications and Marketing Manager who shall be responsible for administering and preparing:
- Updates & Newsletters
 - Marketing
 - Website & Social Media
 - Recruitment & membership development
 - Public Relations.

COMMITTEE

16. (a) The affairs of the Club shall be governed by a Committee which shall consist of the President and the officers of the Club, who shall all hold office for one year or until their respective successors are elected and such deputies as the officers of the Club may appoint from time to time in terms of rule 16(c) to 16(f). The election of such officers shall be conducted in the manner hereinafter provided.
- (b) A Chief Flying Instructor and a Chief Tow Pilot shall be appointed by the Committee and shall be ex officio members of the Committee without voting rights at Committee meetings.
- (c) Individual officers of the Club may appoint Club members as deputies to whom that officer can delegate work within his or her functional area;
- (d) Such deputies as are appointed may be removed from that position by the relevant officer who appointed the deputy, and in any event shall cease to act as such should that relevant officer cease to hold office;
- (e) Such deputies may attend Committee meetings and shall be entitled to vote unless the Committee decides by a majority of Committee members present that a motion shall be voted on only by Committee members;
- (f) If an officer is unable to attend a Committee meeting then that officer may appoint one of his or her deputies to attend and vote in his or her stead, having full voting rights as a de facto member of the Committee.

ELECTION OF OFFICERS AND COMMITTEE

17. (a) Not less than twenty-eight days before the annual general meeting the Committee shall cause notices to be sent to all members at their last known postal or email address advising the closing date for nominations for the offices of President and functional managers, and inviting such nominations, and shall also cause similar notices to be posted in the Clubrooms or hangars and on the Club's website, together

with a list of the retiring members of the Committee.

- (b) Nominations of candidates for election to the offices of President and functional managers shall be delivered to the Finance and Administration Manager not less than fourteen clear days before the annual general meeting, with confirmations in writing signed by the member nominated that the member is willing to serve. Nominations shall be signed by two members neither of whom can be the nominated member.
- (c) Where there is only one candidate nominated for election to any position as officer of the Club, then such candidates shall be elected by a show of hands at the annual general meeting unless election by ballot is called for by any member of the Club, being a member present at the annual general meeting and entitled to vote.
- (d) Where there are more candidates nominated for election to offices than vacancies to be filled then election to these offices shall be by ballot. The ballot-paper shall contain the names of the members nominated for the vacant positions of officers in the form of an alphabetical list with the names of the members by whom they have been nominated. The names of any retiring members of the Committee appearing on the list shall be identified as such.
- (e) No ballot-paper which is signed or on which the number of candidates voted for is more than the number of vacancies shall be valid.
- (f) Ballot papers shall be handed to members present at the annual general meeting at which voting shall take place. The members present shall appoint two scrutineers who shall collect and examine the voting papers and report the result to the meeting.
- (g) No voting shall be by proxy and the votes of any members purporting to be by way of proxy shall be invalid.
- (h) In the event of a tie at any election or any appointment by the Club or Committee and whether such election be conducted or appointment be made at a meeting of the Club or Committee the same shall be decided by lot, the drawing of such lot to be performed by the Chair of the meeting at which the election or appointment is held or made.
- (i) Retiring members shall be eligible for re-election.
- (j) Casual vacancies in the offices of President and functional managers shall be filled by the Committee without undue delay, and if expedient at the first meeting of the Committee after such vacancy has occurred. The officer so co-opted shall hold office only for the remainder of the period of the office of the member that the co-opted member replaces or until the next annual general meeting in the case of an auditor.

REMOVAL FROM OFFICE

- 18. The Club at any general meeting may, by a majority of three-fourths of members present, remove any officer of the Club before the expiration of the member's period of office, and may by resolution appoint another person in that member's stead. The person so appointed shall hold office during such time only as the person in whose place that person is appointed would have held the same if the person had not been removed from office.

VACANCIES

- 19. The office of a member of the Committee shall become vacate:
 - (a) If the member ceases to be a member of the Club;

- (b) If the member sends in the member's resignation in writing to the Finance and Administration Manager;
- (c) If the officer is removed from a position pursuant to Rule 18;
- (d) If the member absents himself from three consecutive meetings of the Committee without leave of absence.

COMMITTEE MEETINGS

- 20. The Committee shall meet when it deems it necessary, and a Committee meeting may be called by the Finance and Administration Manager and/or his or her deputy or deputies if appointed in terms of rule 16(f) or by any two members of the Committee upon giving notice to the Finance and Administration Manager and/or his or her deputy or deputies if appointed in terms of rule 16(f). The President, or in his or her absence the Finance and Administration Manager, shall preside at meetings of the Committee. In the event of neither of them being present the meeting shall elect its Chair. Members of the Club may attend meetings of the Committee as observers but subject to the permission of the Chair who may decide that certain Committee business should be conducted with only Committee members present. Members attending Committee meetings shall have such speaking rights as the Chair of the Committee meeting shall decide, but shall have no voting rights.
- 21. At all meetings of the Committee four members (including deputies) shall form a quorum.

POWERS OF COMMITTEE

- 22. The Committee shall have the entire government and management of the Club and the control of its property and funds including the investment thereof and is hereby empowered on behalf of the Club to do, execute and carry out all the matters and things which the Club is authorised to do, execute and carry out, save such as are expressly by these Rules or by any statute for the time being in force required to be exercised or done by the Club in general meeting.
- 23. The Committee may by resolution make, alter or rescind by-laws, regulations or operating procedures from time to time, so long as they are not repugnant to these Rules or unlawful. Such by-laws, regulations and operating procedures may be either local and restricted or general in their application, and all members shall be deemed to have notice of and shall obey such by-laws. Copies shall be kept at the Clubhouse and be posted on the Club's website for inspection by members.
- 24. The Committee shall have power to remove from membership any member who shall fail to pay his annual subscription or any other sum due to the Club within two calendar months of the date on which it shall have become payable, provided that one calendar month's notice of the intention of the Committee to remove the name of such member from the roll shall have been given to such member and that the amounts payable remain unpaid at the expiration of such notice.
- 25. The Committee shall have power to remit payment of entrance fees and/or subscription in any case or for any class of members in which in its discretion such remission is justified in the circumstances.
- 26. The Committee may appoint Sub-committees and may delegate to them such powers as it may think fit to prescribe in the Sub-committees' terms of reference. Such Sub-committees may include persons who are not members of the Committee. Sub-committees shall report to the Committee and their decisions shall be subject to the confirmation of the Committee, except in cases where they are given full power to act. A Sub-committee shall appoint its own Chair. The quorum of a Sub-committee shall be

at least one-half of its number unless otherwise fixed by the terms of reference. The Committee may appoint additional members to fill vacancies on any Sub-committee. The President shall be an ex-officio member of every Sub-committee. By way of clarification, the Committee may create an Instructors Panel as a Sub-committee with appropriate terms of reference.

27. The Committee may appoint individual members to administer various functions of the Club, and may delegate to them such powers as it may think fit to prescribe in the appointees' terms of reference. Such appointees shall report to the Committee.
28. Any deed or document, debenture or security which the Committee may by resolution determine to be executed shall be executed by the application of the signatures of those Committee members authorised for that purpose by the Committee.
29. The Committee shall have the power to confirm the minutes of annual general meetings and of any special general meetings held by the Club.
30. The Committee may make decisions at either convened meetings or via telephone, facsimile transmission, e-mail or by other means of communication as it may decide.

ANNUAL GENERAL MEETING

31. A meeting of all members of the Club, hereinafter referred to as the "annual general meeting" shall be held within five months following the end of the Club's financial year on such date and at such time as may be determined by the Committee. Not less than twenty-eight clear days before the annual general meeting the Finance and Administration Manager shall advise every member of the Club notice of the time and place of such meeting. Not less than ten clear days before the annual general meeting the Finance and Administration Manager shall post to every member of the Club or advise every member of a website where the information may be accessed:
 - (a) A report of the work done by the Club during the preceding year. This may comprise a series of reports by different officers or members holding responsibility for various Club functions;
 - (b) Financial statements showing the Club's operating result for the year, and the financial position of the Club as at the end of the Club's financial year, together with the auditor's report (if appropriate) on the financial statements;
 - (c) An agenda showing the business to be transacted at the meeting. Notices of motion for consideration at the annual general meeting must be in the hands of the Finance and Administration Manager not less than fourteen clear days prior to the date of the meeting and must be signed by at least five members.

BUSINESS AT ANNUAL GENERAL MEETING

32. The following business shall be transacted at the annual general meeting:
 - (a) The consideration and adoption of the reports referred to in Rule 31(a);
 - (b) The consideration of the financial statements for the preceding year;
 - (c) Consideration of motions of which due notice has been given;
 - (d) Consideration of the appointment of an auditor for the ensuing year;
 - (e) The appointment of scrutineers if elections or ballots are to be conducted at any general meeting;

- (f) The election of officers;
- (g) Such general business of which notice may not have been given as the meeting may decide to consider.

SPECIAL GENERAL MEETINGS

- 33. A special general meeting of the Club shall be held only by direction of the Committee or on a written request to the Finance and Administration Manager signed by not fewer than twenty members of the Club. Such direction or written request shall state the purpose for which such meeting is to be held, and at such special general meeting, which shall be held within one calendar month after receipt by the Finance and Administration Manager of such direction or request, no matters shall be taken into consideration except those specified in the notice convening the meeting. The Finance and Administration Manager shall advise every member of the date, time, place, and object of such special general meeting not less than ten clear days prior to the date of the meeting.
- 34. If within half an hour after the time appointed for a meeting a quorum is not present the meeting, if convened upon requisition of members, shall be dissolved; in any other case it shall stand adjourned to the same day in the following week at the same time and place, and if at such adjourned meeting a quorum is not present it shall be adjourned sine die.
- 35. The quorum at an annual or special general meeting shall be fifteen members. At an annual or special meeting the President, or in his absence, the Finance and Administration Manager shall act as Chair. In the absence of the President and the Finance and Administration Manager the meeting shall elect some other member of the Committee to preside. The Chair shall have a casting vote except for elections.
- 36. The Chair may with the consent of any general meeting adjourn the same from time to time and from place to place but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 37. At every general meeting, except where the provisions of Rule 17(d) apply, a resolution put to the vote of the meeting shall be decided on a show of hands by a numerical majority of members present and entitled to vote unless before or upon the declaration of the result of the show of hands a secret ballot be demanded by any five members present and entitled to vote, and unless a ballot be so demanded a declaration by the Chair of the meeting that the resolution has been carried or lost thereat shall be conclusive and an entry to that effect in the minutes of the Club shall be sufficient evidence thereof without proof of the number or proportion of the votes recorded in favour of or against such resolution. Such secret ballot shall be taken in such manner as may be directed by the Chair.

FINANCE

- 38. The financial year of the Club shall end on the thirtieth day of June in each year or on such other date as the Club in general meeting shall decide upon.
- 39. An entrance fee shall be payable by all members other than Life members and Short-term members on election as members of the Club. Such entrance fee shall be as recommended by the Committee and confirmed at the next annual general meeting.
- 40. An annual membership subscription shall be payable by all members other than Life members and Short-term members. Such subscriptions may vary as between different classes of membership and shall be as recommended by the Committee and confirmed at the next annual general meeting. In the case of Short-term members

the subscription shall be as determined by the Committee from time to time.

41. All membership subscriptions other than for Short-term members shall be paid on election and subsequent subscriptions when billed to members by the Club. In the case of members elected during the course of a financial year the subscription payable shall pro-rated according to the number of whole months left to run in the current financial year.
42. All payments made from the Club's bank accounts or from funds held to the credit of the Club, or for the credit of members shall be made according to procedures decided by the Committee from time to time. The Committee when deciding upon such procedures shall ensure that appropriate controls are in place to guard against improper use of the Club's funds. All payments made and credits allowed by officers of the Club shall be submitted for approval to the Committee at its next meeting following the making of the payments and the granting of the credits.
43. All monies payable to the Club shall be received by the Finance and Administration Manager or some other person authorised by the Committee and shall be paid forthwith into the Club's bank accounts or to entities authorised to hold funds on behalf of the Club.
44. The Committee shall cause proper accounting records of the Club's financial transactions to be kept.
45. Financial statements shall be drawn up following each financial year and shall present fairly the income and expenditure and the operating result of the preceding year and of the assets and liabilities of the Club as at the end of that financial year. These financial statements shall be submitted to the next annual general meeting for consideration.
46. The Committee shall from time to time determine where and to what extent and at what times and places and under what conditions and regulations the accounts and books of the Club or any of them shall be open to the inspection of members, and no member shall have the right of inspecting any account, book or document of the Club except as conferred by statute or authorised by the Committee or by resolution of a general meeting of the Club.

BORROWING POWERS

47. The Club shall have the power to borrow or to raise money by way of overdraft or otherwise, and either with or without giving security, and to secure payment of any monies borrowed or owing by the Club by mortgage or other security over the Club's property, and to execute and issue mortgages, bonds or debentures, promissory notes or other instruments for securing the same on the property of all or any part of the Club's property, and upon such terms as to priority and otherwise as the Committee thinks fit, and so that any such security may either be given to secure the payment of the sum certain on a day certain, or to secure the payment of the balance of the account from time to time existing between the Club and the holder of such security. The borrowing powers of the Club may be exercised from time to time by the Committee.

AUDIT

48. At each annual general meeting of the Club an auditor may be appointed who shall be a suitably experienced Chartered Accountant who shall be a member of Chartered Accountants Australia and New Zealand Incorporated or alternatively a firm of Chartered Accountants. An appointed auditor shall hold office until the next annual general meeting, and the remuneration, if any, to be paid to such auditor shall be agreed by the Committee. Any casual vacancy occurring in the office of auditor subsequent to any annual general meeting of the Club shall be filled by the

ALTERATION OF RULES

49. No addition to, alteration, amendment or rescission of these Rules shall be made except at a general or special meeting and by a majority of three quarters of the members present thereat. Notice of any proposed addition, alteration, amendment or rescission shall be given to the members in the notice concerning the meeting. Additions, alterations, amendments and rescissions of the Rules shall become effective upon members being advised of them unless this is varied by decision of the meeting at which the changes were approved.
50. No motion affecting the Rules which has been duly considered and rejected shall be brought forward again during the same financial year unless with the consent in writing of a majority of the members of the Club.
51. No addition to or alteration of the Rules shall be approved by members or have effect if it affects the non-profit aims, personal benefit clause or the winding up clauses.
52. The provisions and effect of the preceding clause and this clause shall not be removed from the Rules and shall be included and implied into any Rules replacing these Rules.

FINANCE AND ADMINISTRATION MANAGER

53. The Finance and Administration Manager shall keep correct minutes of the proceedings of the Club, a correct roll of all members, dates of their election and addresses, and shall perform such other duties as may be agreed by the Committee from time to time.

SUSPENSION AND EXPULSION

54. In the event of any member being charged with conduct which the Committee may consider unsportsmanlike or ungentlemanly or prejudicial to the interests of the Club or aeronautics or rendering it desirable that the member should cease to be a member the member may be called before the Committee and, failing a satisfactory explanation, the member may be cautioned, suspended, required to resign or expelled.
55. The Committee may be specially summoned to consider questions under the preceding Rule, and notice shall be sent to the member at least seven days prior to the meeting, and in coming to a decision the Committee shall hear any explanation which such member shall desire to give together with any evidence in support of such explanation tendered by the member. No member shall be cautioned, suspended, required to resign or expelled unless the resolution be supported by at least two-thirds of the members of the Committee present.
56. Any member expelled, suspended or otherwise dealt with by the Committee in accordance with these Rules or otherwise ceasing to be a member of the Club shall have a right of appeal to a special general meeting of the Club, and in the case of the decision of such special general meeting being against the member the member shall forfeit all rights to or claims upon the Club or its property or funds.

USE OF CLUB ADDRESS

57. No member shall use or allow to be used the name of the Club in any advertisement, prospectus or business announcement other than with the prior approval of the Committee.
58. The name or address of the Club shall not be given by a member as his address or

otherwise for the purpose of identification in connection with legal proceedings.

GUESTS

59. No member shall introduce as a guest a person who has been suspended, required to resign or expelled or whose name has been struck off the register of member either for non-payment of subscription or for any other reason.

GRATUITIES

60. No member shall give any money, fee or gratuity to any servant or officer of the Club in any department in any circumstance whatever. Any breach of the Rule shall be dealt with as provided by Rule 55. Any servant or officer accepting a gratuity shall be liable to dismissal or expulsion.
61. All officers and members and trustees of the Club shall be indemnified by the Club for all losses or expenses incurred by them in or about the discharge of their respective duties, except such as happen through their own wilful act or default.

REGISTERED OFFICE

62. The registered office of the Club shall be situated at such place as the Committee shall by resolution determine.

DISSOLUTION

63. The Club may be wound up by a resolution passed by a three-fourths majority of those members present in person and entitled to vote at a special general meeting called for that purpose, providing that a subsequent special general meeting held not less than thirty days later confirms that resolution by a three-fourths majority of those members present in person and entitled to vote.
- (a) If at the initial special general meeting the proposal to wind up the Club is passed by the required majority three winding up Trustees shall be elected at that meeting.
- (b) The Trustees shall propose to the subsequent special general meeting:
- (1) One or more entities (the "Beneficiaries") having purposes analogous to the objects of the Club as described in Rule 2, and
- (2) The proportions to be paid or applied to those Beneficiaries of any assets of the Club after discharging all of its liabilities.
- (c) The Finance and Administration Manager, notwithstanding Rule 33, shall give twenty days' notice to members of the motions proposed by the Trustees and of the date of the subsequent special general meeting.
- (d) For the avoidance of doubt, each Trustee who is also a member of the Club shall have the voting rights applying to their class of membership.
- (e) If at the subsequent special general meeting three-fourths of the members attending the meeting and entitled to vote:
- (3) Confirm the resolution to wind up the Club, and
- (4) Accept the proposed Beneficiaries and the respective apportionments to be paid

then the Trustees shall assume the duties and powers of liquidators as set out in the

Incorporated Societies Act 1908, and shall report back to the members on the completion of the winding up, including the provision of financial statements covering the period from the date of the Club's last financial statements considered by members in terms of Rules 32(b) to the date of the completion of the winding up.

CASES NOT PROVIDED FOR

64. Any case occurring not provided for by these Rules shall be referred to the Committee whose decision shall be final

INTERPRETATION

65. The headings and marginal notes are for convenience or reference only and shall not be deemed in any way to govern or limit the construction of the context of these Rules.
66. In the construction of these Rules unless there is something inconsistent in the context:
- (a) Words signifying the singular number shall include the plural and vice versa;
 - (b) Words signifying males only extend to and include females;
 - (c) Words signifying persons shall include bodies corporate.