

## TARANAKI NATURISTS CLUB INCORPORATED

### CONSTITUTION AND RULES

#### INTERPRETATION OF TERMS

“Members” shall mean all categories of membership unless otherwise stated.

“The Management Committee” means the Management Committee for the time being of the Taranaki Naturists Club Incorporated.

“Grounds” mean all land over which the Taranaki Naturists Club Incorporated has control for the time being and shall include any buildings erected thereon.

“Year” means the period from the first day of July of one year to the thirtieth day of June the next year.

“The Movement” shall mean the naturist movement as advocated in New Zealand by the New Zealand Nudist Federation and internationally by the International Naturist Federation.

Words importing the singular shall include the plural, and the plural shall include the feminine unless in either case the contrary is expressly provided for unless there is something in the context clearly repugnant thereto.

#### SECTION I – NAME AND PURPOSE

1. NAME

The name of the club shall be the Taranaki Naturists Club Incorporated.

2. OBJECTS AND POWERS

- a. To provide facilities in an environment where members and guests of the club may enjoy sunbathing, sport and other social recreation without clothing.
- b. To purchase, take on lease or in exchange, on hire or otherwise acquire any real or personal property, and any rights or privileges which may appear necessary or expedient for the purpose of attaining the objects of the club or promoting the interests of the club or its members and to sell, exchange, let or bail, or lease with or without option of purchase or in any manner dispose of any such property, rights or privileges as aforesaid.

- c. To issue publications which shall in whole or in part promote the objects of the club or explain its activities or be otherwise of direct financial benefit to the club or other bodies to which it may be affiliated or associated and to use for a like purpose such media as shall from time to time be available.
- d. To acquire by purchase, donation or otherwise, books, magazines or other media, as part of the facilities offered by the club to its members.
- e. To employ such persons as shall be necessary to maintain and otherwise care for the club's property or provide any services which may appear necessary or expedient to the proper functioning of the club.
- f. To accept subscriptions and other money, donations (whether real or personal property), devices and bequests for all or any of the purpose aforesaid.
- g. To establish or promote or assist in establishing or promoting and to subscribe to, affiliate with or become a member of or otherwise co-operate with any society having objects altogether or in part similar to those of the club.

## SECTION II – RELATING TO MEMBERSHIP AND CONDUCT

### 3. CLASSES OF MEMBERSHIP

- a. Full Members shall be all those members who paid all or part (at the discretion of the Management Committee) of their annual subscription to the Club Treasurer.
- b. Junior Members shall be all those under the age of 16 years (or up to the age of 18 years while still attending school). Shall have no vote; hold any office with the Club unless covered by sub clause 3a.
- c. Associate Members shall be those who live a considerable distance from the club and for this reason are unable to attend normally. Election to this category shall be at the discretion of the Management Committee who shall have the right to re-classify such membership from time to time. Shall have no vote or hold any office with the club.
- d. Life Members shall be those who qualify for this honour by giving the club long and valuable service that merits such recognition. Life Membership shall be conferred by majority vote at a General Meeting upon a recommendation from the Management

Committee. A Life Member shall enjoy all privileges of a Full Member without payment of a subscription.

#### 4. ADMISSION OF MEMBERS

- a. All persons of good moral standing with the intent of being a nudist shall be eligible to apply for membership.
- b. All persons must apply on the official application form and must sign a declaration that they will abide by the rules and regulations.
- c. Minors whose parents or guardians are not members shall only be admitted to Membership with the written consent of their parents or guardians. No subscription shall be payable under the age of 16 years when the parents or guardians are members or under special circumstances, at the discretion of the Management Committee.
- d. The Management Committee, in considering applications for membership shall endeavour to preserve a normal balance of society, Applications otherwise valid may, from time to time, be declined or deferred on these grounds.

#### 5. CONDUCT

- a. No member shall conduct himself in a manner likely to bring discredit to the club or to cause offence to other members and in particular shall not indulge in verbal or physical abuse, obscene language, malicious gossip, undue familiarity, or introduce to the club or its members any crude or offensive media.
- b. Members and visitors must not divulge the names of the members of the club without the permission of the members in question, nor engage in any kind of publicity which might have an injurious effect on the club or its members.
- c. Any member who disapproves of another's conduct on the club grounds may refer the matter immediately to a member of the Management Committee who shall take any necessary action. The complainant must report the matter in writing to the Secretary for consideration by the Management Committee and any further action will require a statement in writing to the Secretary of the Management Committee and any person of whom a complaint is made shall be entitled to see the full written complaint before answering the complaint.

- d. Incidents which occur outside the club may be treated in the above manner if such incidents can be held to affect the good name of the club or its members.
- e. The Management Committee is empowered to terminate membership for breach of the above clauses.

5e. COMPLAINTS PROCEDURE

Complaint

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Notification to Management Committee

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Management Committee investigates

Facts and considers \_\_\_\_\_ Takes no action

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Management Committee appoints Mediator

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Mediation \_\_\_\_\_ Dispute Resolved

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Management Committee invites

Member to be heard

At a Management Committee meeting

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Management Committee meeting \_\_\_\_\_ Dispute Resolved

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Not resolved

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Management Committee calls General Meeting

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Member formally advised  
 Of the charges, time and place  
 Of the meeting and the  
 Right to appear

|

General Meeting

|

|\_\_\_\_\_|

| | | | |

No action taken | Member to pay | Member requested | |  
 | Restitution | to resign | |

Member Restricted      Member  
    Suspended for a      Member  
    period     expelled

TERMINATION OF MEMBERSHIP

- f. A member may resign by notification to the secretary in writing.
- g. Membership may be terminated by vote of no less than 75% of the Management Committee in terms of Rule 5.
- h. In the event of a subscription remaining unpaid for one month after it becomes due, the member concerned will be notified in writing by the Treasurer that unless payment is made within one month of a given date his membership will be considered lapsed unless prior arrangement has been made by the Management Committee. The person or persons must then apply for re-entry to the club.

## 6. LEAVE OF ABSENCE

- a. A member who will be unable to attend for at least one year may apply in writing to the Secretary for leave of absence which may be granted at the discretion of the Management Committee.
- b. A member on leave of absence shall not be liable for annual subscriptions but shall pay a suitable fee to cover the cost of sending circulars and literature as arranged by the Management Committee.
- c. A member returning from leave of absence shall take up membership in former category, except when through changed circumstances he has become eligible for another category.

## 7. VISITORS

All visitors must agree to be bound by the club rules and regulations and shall be liable for any camping or visitors' fees applicable at the time. Members introducing visitors shall be responsible that these provisions are met.

## SECTION III – RELATING TO FINANCE

### 8. FEES AND SUBSCRIPTIONS

All members other than Life Members or exempted Junior Members shall be liable for initial entrance fees and annual subscriptions. The amounts of such fees and subscriptions shall be decided at the Annual General Meeting. In regard to applying to be a Long Term Resident, once granted at a Committee Meeting the member/s are required to start paying the extended stay weekly fees within 7 working days. How long they stay in a calendar week is of no relevance, if a member stays only six (6) nights out of seven (7) a week they are still required to pay the extended stay weekly fee by Committee agreement.

### 9. ACCOUNTING

- a. The club shall maintain such bank accounts as the Management Committee shall from time to time decide and all monies and other uninvested funds belonging to the club shall be lodged therein.
- b. Any payment made without prior approval must subsequently be submitted to the Management Committee for approval.
- c. There shall be submitted to each Annual General Meeting a duly audited statement of accounts. The Treasurer shall at all times

submit such financial statements as the Management Committee may request.

- d. All payments or withdrawals must be countersigned. Except for transactions done by internet banking.

## 11. INVESTMENTS AND BORROWING

- a. The club shall have the power to borrow or raise money by way of overdraft or otherwise, either with or without security and to secure payment of any money borrowed or owing by the club by mortgage of the club's property and to execute and issue mortgages, bonds, debentures, promissory notes, or other negotiable instruments for securing the same (with or without charge) on all or any part of the club's property and upon such terms and priority or otherwise as the Management Committee thinks fit within the limit of \$5000 or as instructed by an Annual General Meeting or Special General Meeting.
- b. All purchases, leases, investments, sales, mortgages, contracts and other transactions as afore said shall be authorised by the Management Committee in the name of the club and all deeds and instruments affecting the same shall be in the name of the club.
- c. Members from time to time pay into the funds of the club such money, in dollars, as they may desire to be held in their credit as Interest Free Redeemable Investments. The Treasurer shall maintain a Register of Investments which shall be open to members to inspect their holdings. A certificate signed by three members of the Management Committee shall be issued for every (50 dollars) or any sum being a multiple of (50 dollars). All such investments shall be used exclusively for the purchase and development of such properties as the club may obtain for the use of its members. Members may at any time apply to the Management Committee for the repayment of all or part of their investment to date, which shall be repayable in order of receipt as soon as the liquid resources of the club permit. Such payments shall be a first charge on all future investments and general receipts not required for the ordinary running of the club.

## 12. INDEMNITY

The Management Committee shall be indemnified from the funds of the club in respect of all legal proceedings that may be instituted by or against them in consequence of the performance or non-performance of their duties.

### 13. DISSOLUTION

In the event of the club being wound up in accordance with the Incorporated Societies Act 1908, all assets remaining after the payment of all costs, debts and liabilities shall be disposed of as decided by the majority at the General Meeting called for that purpose provided that the proceeds of the disposal shall be applied to the fostering of the Nudist Movement within Taranaki through the New Zealand Nudist Federation Incorporated, provided further that no assets may be distributed to members of the club.

### 14. AUDITOR

An auditor not being a member of the Management Committee or of the Treasurer's Standing Committee shall be appointed at each Annual General Meeting. He shall examine and certify the correctness of the accounts at the end of each Financial Year. The Auditor need not be a member of the club.

## SECTION IV – RELATING TO MANAGEMENT

### 15. MANAGEMENT COMMITTEE

The affairs of the club shall be administered by the Management Committee, which shall consist of not less than seven and not more than eleven members elected to the following offices :-

President  
Vice President  
Secretary  
Treasurer  
7-11 Committee

### 16. DUTIES OF MANAGEMENT COMMITTEE

- a. The President shall have a co-ordinating role in the administration of the club and shall be responsible for the proper functioning of the Management Committee. When occupying the chair at meetings he



shall regulate and keep order in the proceedings and state and put questions according to the sense and intention of the meeting and of these rules. He shall council members who wish to discuss matters relating to the club or the Movement. He shall be spokesman for the club.

- b. The Vice President shall assume responsibilities of the President in the absence of the President.
- c. The Secretary shall convene and attend all General Meetings of the club, Management Committee, Members' Council etc., and shall record minutes of the proceedings and cause them to be entered in the book provided for this purpose. He shall conduct the general correspondence of the club and prepare and issue notices, reports and literature. Keep a register of the members and perform all other duties as are generally attached to the office of Secretary. In the absence of the Secretary the Management Committee shall appoint another of its members to act as Secretary for that meeting. He shall be entitled to maintain an Imprest Petty Cash Account.
- d. The Treasurer shall receive, issue receipts and account for all monies due to the club and within reasonable time pay such sums into the club's Bank Account. He shall make such payments from the club funds as are directed by the club or by the Management Committee in accordance with these rules. He shall keep correct account books and other records necessary to show the details of the financial affairs of the club and shall prepare the annual balance sheet and financial statements. He shall co-ordinate means for the furtherance of the club finance as directed by the Management Committee.
- e. Committee members shall be appointed to the following positions as and where necessary.
- f. The Public Relations Officer shall be responsible for advertising and photography, and for liaison with the general public. He may invite selected public figures as guests for special functions. He shall maintain and develop a comprehensive library of naturist books and magazines, New Zealand Nudist Federation and International Naturist Federation literature and may recommend monthly purchases of books and magazines to the Management Committee. He may issue quarterly circulars to all members listing new library additions. He shall advise members on suitable reading material related to the Movement.
- g. The Works Manager shall be responsible for maintaining and developing buildings, sanitation, tools, equipment, and general engineering. Keeping an inventory of tools, building materials etc.

- h. The Sports Officer shall be responsible for sports equipment and sports grounds; organisation of sport and maintenance of sports equipment. Planning and construction of games areas and general maintenance of existing sports grounds.
- i. The Social Officer shall be responsible for the canteen, club house, organisation of functions and entertainment.
- j. The Youth Leader shall be responsible for development of youth and junior activities.
- k. The Grounds man shall be responsible for care of lawns, flower beds, trees, shrubs, and beautification and development of the grounds; planning and maintenance of security boundaries.
- l. Each member of the Management Committee shall maintain proper records relation to his office and shall hand them to his relief when relinquishing offices. He shall also submit written report at the Annual General Meeting.

#### 17. STANDING COMMITTEES

- a. Management Committee members, other than the President, may co-opt separate Standing Committees to help fulfil their functions. No limit is placed on the numbers who may join Standing Committees, on the time they may serve or on the number of such Committees on which they may serve at any one time.
- b. Any member may, with the permission of the Management Committee, form a group to cater for new activities. Any such group shall be represented on the Standing Committee of an appropriate Management Committee member.
- c. Members appointed to the Standing Committee shall not have Management Committee status implied or otherwise.

#### 18. MEMBERS' COUNCIL

The Members of the Management Committee and Standing Committees together shall form the Members Council which shall meet not less than twice a year. These meetings shall be convened by the Management Committee.

#### 19. MEETINGS

- a. The Annual General Meeting shall be held as soon as possible after 30<sup>th</sup> June in each Year.

- b. Special General Meetings may be convened by the Management Committee or by a resolution of members in writing, stating the purpose for which the meeting is called and signed by at least 25% of full members. In each case, two weeks' notice shall be given and the agenda, showing details of the business to be transacted, shall be forwarded to all members by the Secretary.
- c. The quorum at General Meetings shall be 25% of the full Members and at the Management Committee Meetings shall be 75%.
- d. The President shall take the chair at all General, Members' Council and Management Committee Meetings, except that in his absence the Management Committee shall appoint another of its members to be Chairman of that meeting.
- e. Only Full Members shall be entitled to vote.
- f. Voting at the meetings shall be by voices, except that if so directed by the President or requested by a member present a show of hands or a secret ballot shall be taken. Provided that the election of the Management Committee shall invariably be by secret ballot.

## 20. PROCEDURE FOR ELECTIONS OF MANAGEMENT COMMITTEE

- a. The President of the Management Committee shall be elected annually at the Annual General Meeting, provided that only past or retiring Management Committee members shall be eligible, with the President's position only being for a maximum of 4 consecutive years.
- b. Members of the Management Committee shall be elected at the Annual General Meeting.
- c. Any position vacated by any Management Committee member shall be filled by co-option, preferably from the appropriate Standing Committee, to maintain the Management Committee. The person so appointed shall hold office for the remainder of the term which would have been served by the member vacating that office.
- d. A Management Committee member absenting himself from three consecutive meetings, without satisfactory reason, shall be deemed to have vacated his office and the vacancy shall be filled as provided. The Management Committee shall decide whether the reasons for absence are satisfactory.

- e. Nominations for all positions on the Management Committee should be preferably in writing and reach the Secretary at least fourteen (14) days prior to the Annual General Meeting. Nominations may be made at the meeting. Nominations shall be made only with consent of the nominee. Eligible members who wish to offer themselves for nomination must forward their names to the Secretary. All candidates must be formally nominated and seconded. Only full members with more than 12 months membership shall be eligible for election. Provided the member is full paid up to 30<sup>th</sup> June in regards to both annual, membership fees, site fees and long term/ extended stay resident fees. Proof of such should be provided at monthly Management Committee meetings.
- f. Nominations may be made at the meeting only if there are no written nominations for that position.
- g. Any person nominated for Management Committee position shall have the position voted on by those attending the Annual General Meeting or Special General Meeting and shall get more than (fifty per cent) 50% yes vote to remain in that position. Vote shall be by secret vote.
- h. No couple (from same household) to hold signing right at the same time.
- i. No more than 40% of the Management Committee shall be made up by permanent residents.

## 21. POWERS OF THE MANAGEMENT COMMITTEE

- a. The Management Committee has full authority to act on behalf of the Club according to these rules and its decisions shall be binding on all members.
- b. The Management Committee is empowered to make, amend or rescind Regulations for good order and management in the Club's grounds or premises used for Club functions. All club Regulations shall be prominently displayed at the Club grounds
- c. The Management Committee shall duly consider any recommendations appertaining to Regulations as may, from time to time, be made at a General Meeting by a simple majority vote.
- d. In the event of Management Committee not agreeing, the Executive of the N.Z.N.F. shall call a General Meeting within fourteen (14) days to form a new management Committee.

## SECTION V – GENERAL

### 22. ALTERATION OF RULES

Proposed alterations to these Rules shall be in writing and in the hands of the Secretary at least one month prior to the meeting at which the alterations are to be proposed. Notice of proposals shall be sent to members with Notice of meeting at least two (2) weeks prior to the meeting. No alteration or amendment shall be effective unless it has been approved by 75% or the Full Members present at the meeting.

### 23. COMMON SEAL

The Management Committee shall adopt a Common Seal and may if necessary destroy it and substitute another. The Seal shall be in the custody of the Secretary. It shall be affixed to such documents as the Management Committee may from time to time direct in the presence of the President, Secretary and one other Management Committee Member.

### 24. PHOTOGRAPHY

- a. There shall be one official Photographer, who shall be appointed at the Annual General Meeting.
- b. Members are permitted to take photographs, movies or video film to their families. Permission must be given by non-family members, before filming those members.
- c. The Official Photographer shall not exhibit any film or print outside the Club grounds in which any member or visitor would be a subject, unless that said member or visitor gives their written permission, excepting for processing of the same.
- d. All negatives, prints, slides, movies or video tapes exposed at the Club grounds or any official function, by the Official Photographer, shall remain the property of the club, provided that, only in cases where the subject is purely personal to the Photographer, the Management Committee shall allow ownership to remain with the Photographer.
- e. The Official Photographer is to be granted an Honorarium to assist in the cost of the photography. The Honorarium is to be set by the Committee.

- f. Every member shall have the right of inspecting any photographs, colour slides or moving sequences, in which he or his family may appear and in the event of any objections being lodged, the offending image of the complainant or any member of his family shall be permanently effaced from any negative, colour slide or moving sequence objected to.
- g. No photographs shall be submitted for publication anywhere without the express prior approval in writing of all the subjects or parents of children in each and every individual photograph.
- h. The Official Photographer shall when his term of office expires hand over to the Management Committee all films exposed and these shall be kept in safe custody by the Management Committee.
- i. Provided that these Rules relating to photography shall be suspended in favour of the Photographic Rules of the New Zealand Nudist Federation for the period of a National Rally sponsored by the Club and that photography be allowed in special circumstances only with the full approval and under control of the Management Committee.

## 25. NATIONAL RALLY PROCEDURE

The Management Committee shall implement the procedures established by the New Zealand Nudist Federation for the conduct of National Rallies; provided that in any case where there is conflict between these Rules and those of the New Zealand Nudist Federation the matter shall be determined by mutual arrangement between Club and Federation Executives.

