

**Rules of
The Triumph Owners
Motor Cycle Club
New Zealand Incorporated**



Established July 1993

CONSTITUTION

The constitution and/or the rules of the Triumph Owners Motor Cycle Club, New Zealand Incorporated are as follows

Rule 1 The name of this Incorporated Society is

The Triumph Owners Motor Cycle Club, New Zealand Incorporated

Rule 2 The objectives of the above named Society are as follows

- A. To promote interest in the preservation and restoration of the British made Triumph Motorcycle.
- B. To organise and hold meetings for the purpose of exchanging information and ideas and/or the buying of Triumph Motorcycle parts among members of the Society.
- C. To organise and hold meetings, (i.e.) General meetings, Committee meetings and Annual General Meetings.
- D. To hold raffle and competitions for the purpose of raising funds for the society.
- E. To hold and organise rally trips, barbecue picnics and other social gatherings for the members of the Society, their associates and their families.
- F. Where practical, be affiliated to other Societies with similar interests, both nationally and internationally.
- G. To approach Automotive parts and related retailers and businesses in relation to receiving discounts for Society members.
- H. To encourage family participation as much as possible in the activities of the Society
- I. If necessary, set up and have Sub Branches of the Society in other parts of New Zealand.

Rules and conditions of membership of this Society are as follows

Rule 3 Membership

- A. Any person, having attained the age of fifteen years may apply to join the Society as a financial member.
- B. Applications may be made by general approach in person, by way of telephone, by way of email or in writing to the Society.
- C. All applicants will be required to fill out in full an application form, which will be supplied by the Society.

- D. Applications are to be delivered in person or by way of post to the Membership Secretary of the Society.
- E. It will be at the discretion of the officers and committee of the Society as to whom will be accepted as a member of the Society.

Honorary Life Members

Any member of the TOMCC NZ who has been a fully paid up member for 15 consecutive years and has rendered outstanding service to TOMCC NZ Inc for no fewer than 5 of those years on the TOMCC NZ National Committee, or as an Area Coordinator shall be eligible for nomination as an Honorary Life Member.

Election as an Honorary Life Member shall be voted on by the current National Committee and Area Coordinators and must have a 75% yes vote to pass. Honorary Life Members shall not be required to pay any annual subscription fee and shall, subject to rule 4, 5 and 6 of the TOMCC NZ Constitution, and be entitled to retain the status of Honorary Life Member indefinitely. The Honorary Life Member shall have the same privileges and voting rights as an ordinary member.

Life Members

Any member of the TOMCC NZ who has been a fully paid up member for 20 consecutive years shall be eligible for nomination as a Life Member.

Election as a Life Member shall be voted on by the current national committee and area coordinators and must have a 75% yes vote to pass.

Life Members shall not be required to pay any annual subscription fee and shall, subject to rule 4, 5 and 6 of the TOMCC NZ constitution, and be entitled to retain the status of Life Member indefinitely. The Life Member shall have the same privileges and voting rights as an ordinary member.

Rule 4 Cancellation of membership

Any member of the Society whom fails to comply with or disregards any of the rules of the Society, will have their membership cancelled and will be informed of such in writing. Reasons for membership cancellation will be outlined in writing, after which the person having their membership cancelled, shall no later than seven days from the date of notification, forfeit and return to the Society the membership card issued to them by the Society.

Under no circumstances will membership subscription be refunded. (This is a condition of membership).

Rule 5 Other reasons why membership may be cancelled

- A. Failure by any member of the Society to pay his or her annual subscription fee within fourteen days of the due date for payment.
- B. If any member or members use the Societies name to illegally obtain personal financial gain.
- C. If any member or members of the Society are considered by the officers of the Society to be of an undesirable element, who either has done or has the potential to damage the good name of the Society.
- D. If any member of the Society, commits a deliberate act of violence against any other member of the Society whilst involved in any Society activity, or against any member of the public.
- E. If any member or members of the Society commit deliberate acts of vandalism against property owned by the Society or that of its individual members, or whilst involved in any Society activity, or against that of any member of the public.
- F. If any member or members are caught unlawfully removing or stealing the property of the Society or its members whilst involved in any Society activity, or the property of any member of the public.

Note Any member or members who disregard clauses B to F of Rule 5 as stated will be subject to membership cancellation. In the event that any member or members are subject to disciplinary action by the courts for any of the above offences, the Society will be in no way responsible for that member or members.

Rule 6 Resignations from the Society

Any member wishing to resign from the Society must do so in writing at their earliest convenience and send their resignation to the President of the Society.

Under no circumstances will annual subscription fees be refunded.

Rule 7 The voting in of Officers of the Society

Voting in of the Officers of the Society will be done at the Annual General Meeting. In the event of an elected Officer tending his or her resignation prior to the Annual General Meeting, a special meeting will be called in order to receive nominations.

Rule 7 (B) Procedure for the election of Officers at the A.G.M. of the Society

Not less than one month prior to the date of the Annual General Meeting, all financial members will be sent an official nomination form. Members will be advised as to the final date of acceptance for nominations.

All nominations will be posted to the National President who will notify all financial members who the nominees are.

All nomination forms will be endorsed by way of a signature of the nominee before the nomination will be recognised as being valid.

Voting will then take place using the procedure outlined in Rule 16 (paragraph 2) and Rule 16 (B).

Note Rule 16 (B) Sentence (1) for the purpose of the election of Officers, would read in this Rule as follows

All members living outside areas covered by an Area Co-ordinator shall be entitled to submit a vote for the purpose of electing Officers of the Society, by post or by e-mail, including the members' number and renewal date, to the Returning Officer selected by the President.

All postal votes must be in a sealed envelope marked VOTE. Each e-mailed vote will be placed in a sealed envelope by the selected Returning Officer and marked VOTE.

All received votes from either the individual members or Officers living outside areas covered by a Co-ordinator, will be forwarded by the Returning Officer to the National President, who will present them at the Annual General Meeting of the Society.

Rule 8 Voting for Officers of the Society prior to the A.G.M. of the Society by members covered by an Area Co-ordinator

All members covered by an Area Co-ordinator shall be entitled to submit a vote for the purpose of electing Officers of the Society by one of three methods; Physically at a meeting of the area; by a postal vote sent to the Area Co-ordinator including the members number and renewal date or by e-mail to the Area Co-ordinator including the members number and renewal date.

Voting by proxy for Officers will not be allowed under any circumstances.

Members will be notified in writing by way of post or e-mail, by the Area Co-ordinator, as to the date, time and place of a meeting called for the purpose of electing Officers of the Society. For the purpose of

postal and e-mailed votes, the final date for receiving votes will be the date of the meeting called for the election of Officers of the Society. Votes received after the meeting date will be invalid.

No responsibility will be taken by the Society for members not receiving notification after it has been posted or emailed.

Rule 9 General Meetings

General meetings can be attended by all financial members of the Society and will be held once a month at a date to be decided by the Officers of the Society. General meetings will be held for the sole purpose of discussing Society business. Members will be notified no less than seven days prior to the date of the meeting as to its time and venue.

Rule 10 Annual General Meetings

The Annual General Meeting of the Society will be held once every twelve month period and will be held at the National Rally of the Society, or when deemed necessary at a meeting called for the purpose of it being the Annual General Meeting of the Society.

The purpose of the meeting will be to discuss Society business in reference to the year ending and the coming year. Members will be notified by post or email not less than one month prior to the meeting of its date and time.

Rule 11 Reporting on Meetings

Minutes from the Annual General Meeting will be recorded by a member previously elected by the National President of the Society.

After the Annual General Meeting, the member who recorded the minutes will pass them to the National President, who will ensure that they are printed in the National Newsletter of the Society.

No responsibility will be taken for any member not receiving their newsletter.

Rule 12 Officers of the Society

National President

Regalia Officer

Vice President

Newsletter Editor

Membership Secretary

Website Administrator

Treasurer

Area Co-ordinators

Rule 13 Duties of the Officers of the Society

National President

The National President shall be responsible for the day to day running of the Society, and where possible will oversee all activities in which the Society is involved.

The President will be the public spokesperson for the Society and will cast the deciding vote at any meeting where the vote is tied.

Where consultation is not practical, the President will make decisions in reference to the Society and its business on behalf of the members of the Society.

The Club President will act as point of contact for the Club with the Registrar of Companies. Providing they are at least 18 years of age and an ordinary resident of New Zealand. This is living in New Zealand and the place where that person usually lives is, and has been for the immediately preceding 12 months, in New Zealand, whether or not that person has on occasions been away from New Zealand during that period.

Any change of the contact person or contact details are to be notified to the Registrar on their web site after the Club first becomes aware of the change.

Vice President

The Vice President shall be responsible for carrying out the duties of the National President either in the event of the resignation of the National President until such time as a new one can be elected into office, or where the National President is unable to carry out his or her duties.

Membership Secretary

The Membership Secretary will be responsible for promoting the Society and its objectives, and will process and record all new members.

The Membership Secretary will distribute and receive all membership applications and send receipts for payment of all subscription, and then bank those subscriptions into the bank account of the Society.

The Membership Secretary will keep all membership records up to date and notify members when their subscriptions are due.

No responsibility will be taken by the Society for members not receiving notification after it has been posted.

Treasurer

The Treasurer will be responsible for the safe keeping and banking of all Society funds.

The Treasurer will be responsible for the safe keeping of the Societies cheque book and will monitor all transactions carried out with the cheque book.

The Treasurer will prepare annually a financial report of which a copy will be sent to the Registrar of Incorporated Societies.

The Treasurer will present a financial report to the Annual General be done either in person, by way of post or email to the National President, no later than one month prior to the date of the Annual General Meeting.

Regalia Officer

The Regalia Officer shall be responsible for the distribution of all Society related regalia to the members.

The Regalia Officer will receive and process all orders for regalia from the members of the Society, and also receive and receipt payment for said regalia.

The Regalia Officer will forward all cheques and payments for the Regalia to the Treasurer for recording and banking into the bank account of the Society.

The Regalia Officer will be responsible for seeking competitive suppliers and organising supply of those items to the Society.

Where the Regalia Officer deems it necessary, they may elect another member of the Society to act as an agent on his or her behalf in different areas.

Newsletter Editor

The Newsletter Editor shall be responsible for the production and distribution of the Newsletter of the Society.

The Newsletter Editor shall have full control over the format of the Newsletter and its contents and will decide what will be included in the Newsletter.

The Newsletter Editor will where possible ensure that the contents of the Newsletter are related only to the Society and its objectives.

The Newsletter Editor will not be held responsible for any information that is not printed in the Newsletter.

Website Administrator

The Website Administrator shall be responsible for the creation and day to day administrative needs of the club's website.

The Website Administrator shall have full control of the website, it's format, it's content and will decide what will be included in the website, but may work jointly with members or club officers if necessary.

The Website Administrator will where possible, ensure that the contents of the website are related to the Society and it's objectives.

The Website Administrator will not be held responsible for any information that is not included in the website.

Area Co-ordinator

The Area Co-ordinator will be responsible for overseeing the activities of the area he or she is elected into.

The Area Co-ordinator will ensure that all members within his or her area are involved in any Society activities at all times, within the scope and coverage of the rules of the society.

The Area Co-ordinator, where possible, will be the chairperson at all area committee meetings and will pass on information from those meeting to the National President.

The Area Co-ordinator shall attempt to be up to date on what is happening in his or her area, and where possible shall act as a problem solver and/or a source of information for the members in his or her area.

The Area Co-ordinator shall maintain regular contact with the National President and keep him or her informed as to planned activities etc.

Rule 14 The funds of the Society

The funds of the Society will not be invested into any bank or business other than that of the bank or business at which it has its cheque account. The Society will not borrow money, nor will it lend money to its members or any other person.

Any cheques issued in the name of the Society will only be honoured if they have been signed by the Treasurer and the President of the Society. Any Society expenditure will be recorded by full documentation in the form of receipts.

A statement of all the income and expenditure for the year 31st October. A balance sheet setting out all assets and liabilities as at that date, and a statement detailing any mortgages, charges or securities affecting the property of the Club shall be compiled, duly verified and circulated to Members with notice of the Annual General Meeting.

Rule 15 Property and assets of the Society

All property and assets of the Society will be purchased with the funds of the Society, any property or assets donated to the Society will become the property and assets of the members. In the event of the dissolution of the Society, all property and assets will be sold and any outstanding debts will be paid, after which any remaining funds will be divided equally amongst the then financial members.

Any property loaned to the Society will be returned to its owner in the event of the dissolution of the Society, at which time the Society will not be held responsible for any damage to that property caused by fair wear and tear. Any person who loans property to the Society will be issued with a receipt for proof of the transaction.

Rule 16 Amendments to the Rules of the Society

Any amendment or change to the rules of the Society will be carried out at the Annual General Meeting of the Society.

The voting on motions for the purpose of amending the rules shall be carried out in the following way:

All financial members of the Society shall be notified by way of post, email, National Newsletter or National Website, of any proposed changes to the rules of the Society, this notification shall include written copies of the proposed amendments or changes.

Notification of these changes shall be no later than one month prior to the date of the Annual General Meeting.

After all financial members have been notified, general meetings will be held in all recognised areas of the country, after discussion at these meetings a vote, by a showing of hands, will be taken. The majority of the votes will be the decision of the meeting; votes then will be accumulated and recognised as one vote for that particular area.

The Area Co-ordinator will record that vote and submit it at the Annual General Meeting of the Society, this can be done either in person or by posting it to the National President in an envelope marked "vote".

Rule 16 (B) Proportion of Votes

For the purpose of fair representation in each area, the following will apply:

At the Annual General Meeting of the Society, each Area Co-ordinator will be entitled to submit one vote on behalf of the area which he or she represents.

Within an Area a minimum of 5 votes must be placed either by email, postal vote or at a meeting before the deadline date for a particular vote.

Definition of Area

Definition of an area for the purpose of this rule is

A City, Town or Region where not less than 5 financial members live and are meeting monthly for the purpose of involving themselves in Society activities. Voting for the purpose of proposed rule changes, amendments or Officers can only be carried out as per Rule (8).

Voting by other Officers

Other Officers entitled to submit one vote at the Annual General Meeting of the Society are:

National President, Vice President, Membership Secretary, Treasurer, Regalia Officer, Newsletter Editor, Website Administrator

Members not covered by an Area Co-ordinator

All members living outside an area covered by an Area Co-ordinator shall be entitled to submit a vote at a meeting called for the purpose of AMENDING or CHANGING the rules of the Society by way of post or e-mail including the members' number and renewal date.

Not less than one month prior to the meeting, these members will be notified at the same time as the other financial members of the Society as to the purpose of the meeting. A Returning Officer will be selected by the National President for the purpose of receiving votes from these members.

Votes by these members can be made by proxy, postal only, with written authorisation from the member concerned which must be included with the vote.

Votes will be submitted to the Returning Officer in an envelope marked VOTE before the final date of receiving votes. They will be counted and accumulated into one vote and the majority decision will be carried to determine the decision of those members.

Rule 17 Subscription Receipts

All members will receive a receipt for proof of payment of membership subscriptions.

Rule 18 Payment of Subscriptions

Membership Subscriptions will be paid annually, subscription due notices will be sent to all financial members at the beginning of the month they are due.

Subscription fees will be set by the National Committee, and could be subject to change to meet the cost of Society overheads and/or running costs.

Rule 19 The Newsletter of the Society

The Society will issue a Newsletter to all financial members. The Newsletter will be issued either monthly or two monthly depending on the availability of information to print a viable or worthwhile Newsletter.

Members will be permitted to advertise in the Newsletter any item for sale or swap so long as that item is related to the Society and its objectives.

The Newsletter will be issued from the Society and will be the only official Society Newsletter.

The Society will not be party to or recognise any other newsletter bearing its name nor will it be held responsible for any misinformation or result of any information contained in such a newsletter.

Rule 20 The Common Seal

The Society will have a Common Seal which will be in the form of a rubber stamp.

The Common Seal will remain in the possession of the Secretary of the Society and he or she will be responsible for its safe keeping.

Any document bearing the mark of the Common Seal will only be valid if it has been signed by the President of the Society.

Rule 21 Safety of Members

Members will be responsible for their own safety whilst involved in any Society activity.

The Society will in no way be responsible for any injury suffered by any of its members whilst they are involved in any Society activity.

The Society will not be held responsible in any way for its members whilst they are involved in any Society related activity.

Rule 22 Consumption of Alcohol and Use of Drugs

The Society will in no way be responsible for any of its members who choose to consume alcohol or take drugs, whether they are prescription, non-prescription or illegal, whilst those members are involved in any Society activity.

Rule 23 Runs, Trips and Rallies

Runs, trips and other types of social activities involving the use of motorcycles may be organised by the elected social conveyor, or another officer of the Society who is willing to volunteer.

Each run or trip with over five participating members will have a group leader. This person will be nominated by the person who organised the activity.

All members who attend any event on a motorcycle will travel behind the group leader, who will be travelling at such a speed that all other members travelling behind can keep up with him or her.

This means that Society members will travel in an orderly formation. The reasons for these rules are as follows:

To enable Society members on motorcycles which are manufactured in earlier years or with lower cc ratings and power outputs to stay with the group.

This rule is also an act which promotes the Society.

Any member who wishes to travel at his or her own pace may do so but will organise to leave earlier than the main group.

The only other exception to this rule is in the event that the Society is travelling with members from another group of motorcyclists which have been invited on the trip.

Rule 24 TOMCC NZ Inc Logo

The TOMCC NZ Inc logo, badge and graphic identifier to appear as illustrated herewith.

Apart from enlarging or reducing for the purposes of clarity as is appropriate for a given application, this logo of the Society is not to be altered or distorted in any way. No words or graphics within the image are to be altered, added or deleted.



Only the Area names (e.g. Canterbury, Auckland) etc can be used in association with the logo.

The club is not responsible for, nor does it recognise any member(s) not using the official logo as set out in this ruling.

Rule 24 (B) Back Patches

The Society will not allow the wearing of gang patches and will not be affiliated to or associate directly with any gang or motorcycle club who's uniform consists of a back patch.

This is a non-discriminatory rule, which is in place to protect the name of the Society in the public eye and to prevent any member of the Society or member of the public that the Society may come in contact with from being the subject of any form of intimidation, be it deliberate or not.

Rule 25 Steering Committees

When there are not less than five financial members living in a particular town, city or area, those members may form a committee.

The Committee will be in place for the sole purpose of co-ordinating and organising the Society social activities in the area where it is set up. Each Committee will be chaired by the recognised Co-ordinator for that area.

It will be up to the members in that area to elect persons for their Committee.

Steering Committees will at all times act within the scope and coverage of the rules of the Society and report any relevant concerns to the National President.

Rule 26 Membership Cards

Society members will carry their membership cards with them at all times whilst involved in any Society activity and shall produce them when asked by any Officer of the Society.

Rule 27 Area Co-ordinators

The Society will have one Area Co-ordinator for each Sub Branch Society in the country.

Area Co-ordinators will be nominated and elected at the Annual General Meeting of the Society, or where it is deemed necessary at a special meeting held by members in a particular area for the purpose of electing a Co-ordinator.

As stated in rule 16 (B), the definition of an area will be where there are not less than five financial members of the Society, living within the area and meeting for the purpose of involving themselves in Society business or activities.

Rule 28 Sub Branches

As per the objectives of the Society, Rule 2 (G) where it is deemed necessary, Sub Branch Societies may be set up.

The decision as to whether it is necessary to set up a Sub Branch Society will be made by the Officers of the Society after consultation and discussion with the financial members.

The decision will be made by way of postal or electronic vote in the following way:

1. Each standing Officer of the Society will be entitled to one vote.
2. Votes will be posted or sent to the National President before the previously notified final date of acceptance for the votes.

- 3 The National President and an elected or nominated Returning Officer, being a financial member, will then count the votes.
- 4 The final decision will be that of the majority of votes either for or against the motion.

Note Before any consideration is given by the Officers in reference to making a decision as to whether it is necessary to set up a Sub Branch Society in any particular area, the following criteria will apply:

There must be a minimum of sixty financial members of the Society living within the area where the Sub Branch Society is intended to be set up.

1. A vote will be taken at a special meeting called for that purpose, postal and electronic votes will also be accepted. The purpose of the vote will be to ensure that the majority of the financial members living within the area where the Sub Branch Society is intended agree to the setting up of a Sub Branch Society in their area.
2. The members living within the area where the Sub Branch Society is intended to be set up will present a proposal to the Officers of the Society which will outline what they consider to be the advantages of having a Sub Branch Society in their area.
3. Members living within an area where the intended Sub Branch Society would be set up will also show that they have a full understanding of the rules of the Society, and how a Sub Branch Society must be administered within the scope of the rules.
4. If Officers of the Society consider that it is in the best interest of the Society to set up a Sub Branch Society, it will then be the responsibility of the members in the area where the Sub Branch Society is to be set up to set the Sub branch Society up in accordance with the Incorporated Societies Amendment Act 1920, No 50.

Rule 29 - Dispute Resolution

1 How complaint is made

- 1 A member or an officer may make a complaint by giving to the committee (or a complaints subcommittee) a notice in writing that:
 - 1 states that the member or officer is starting a procedure for resolving a dispute in accordance with the society's constitution; and
 - 2 sets out the allegation to which the dispute relates and whom the allegation is against; and
 - 3 sets out any other information reasonably required by the society.
- 2 The society may make a complaint involving an allegation against a member or an officer by giving to the member or officer a notice in writing that —
 - 1 states that the society is starting a procedure for resolving a dispute in accordance with the society's constitution; and
 - 2 sets out the allegation to which the dispute relates.
- 3 The information given under subclause 1b. or 2b. must be enough to ensure that a person against whom an allegation is made is fairly advised of the allegation concerning them, with sufficient details given to enable them to prepare a response.
- 4 A complaint may be made in any other reasonable manner permitted by the society's constitution.

2 Person who makes complaint has right to be heard

- 1 A member or an officer who makes a complaint has a right to be heard before the complaint is resolved or any outcome is determined.
- 2 If the society makes a complaint :
 - 1 the society has a right to be heard before the complaint is resolved or any outcome is determined; and
 - 2 an officer may exercise that right on behalf of the society.
- 3 Without limiting the manner in which the member, officer, or society may be given the right to be heard, they must be taken to have been given the right if :
 - 1 they have a reasonable opportunity to be heard in writing or at an oral hearing (if one is held); and
 - 2 an oral hearing is held if the decision maker considers that an oral hearing is needed to ensure an adequate hearing; and
 - 3 an oral hearing (if any) is held before the decision maker; and
 - 4 the member's, officer's, or society's written statement or submissions (if any) are considered by the decision maker.

3. Person who is subject of complaint has right to be heard

- 1 This clause applies if a complaint involves an allegation that a member, an officer, or the society (the respondent) —
 - 1 has engaged in misconduct; or
 - 2 has breached, or is likely to breach, a duty under the society's constitution or bylaws or the Incorporated Societies Act 2022; or
 - 3 has damaged the rights or interests of a member or the rights or interests of members generally.
- 2 The respondent has a right to be heard before the complaint is resolved or any outcome is determined.
- 3 If the respondent is the society, an officer may exercise the right on behalf of the society.
- 4 Without limiting the manner in which a respondent may be given a right to be heard, a respondent must be taken to have been given the right if —
 - 1 the respondent is fairly advised of all allegations concerning the respondent, with sufficient details and time given to enable the respondent to prepare a response; and
 - 2 the respondent has a reasonable opportunity to be heard in writing or at an oral hearing (if one is held); and
 - 3 an oral hearing is held if the decision maker considers that an oral hearing is needed to ensure an adequate hearing; and
 - 4 an oral hearing (if any) is held before the decision maker; and
- 5 the respondent's written statement or submissions (if any) are considered by the decision maker.

4. Investigating and determining dispute

- 1 The society must, as soon as is reasonably practicable after receiving or becoming aware of a complaint made in accordance with its constitution, ensure that the dispute is investigated and determined.
- 2 Disputes must be dealt with under the constitution in a fair, efficient, and effective manner.

5. Society may decide not to proceed further with complaint

Despite the clause 'Investigating and determining dispute' above, the society may decide not to proceed further with a complaint if —

- 1 the complaint is trivial; or
- 2 the complaint does not appear to disclose or involve any allegation of the following kind:
 - 1 that a member or an officer has engaged in material misconduct;
 - 2 that a member, an officer, or the society has materially breached, or is likely to materially breach, a duty under the society's

constitution or bylaws or the Incorporated Societies Act 2022:

- 3 that a member's rights or interests or members' rights or interests generally have been materially damaged:
- 3 the complaint appears to be without foundation or there is no apparent evidence to support it; or
- 4 the person who makes the complaint has an insignificant interest in the matter; or
- 5 the conduct, incident, event, or issue giving rise to the complaint has already been investigated and dealt with under the constitution; or
- 6 there has been an undue delay in making the complaint.

6. Society may refer complaint

- 1 The society may refer a complaint to —
 - 1 a subcommittee or an external person to investigate and report; or
 - 2 a subcommittee, an arbitral tribunal, or an external person to investigate and make a decision.
- 2 The society may, with the consent of all parties to a complaint, refer the complaint to any type of consensual dispute resolution (for example, mediation, facilitation, or a tikanga-based practice).

7. Decision makers

A person may not act as a decision maker in relation to a complaint if 2 or more members of the committee or a complaints subcommittee consider that there are reasonable grounds to believe that the person may not be —

- 1 impartial; or
- 2 able to consider the matter without a predetermined view.

Rule 30 Distribution of surplus assets.

The Club may be wound up, or liquidated, or removed from the Register of Incorporated Societies in accordance with the provisions of the Act.

- a. The President shall give Notice to all Members of the proposed motion to wind up the Club or remove it from the Register of Incorporated Societies, and the General Meeting at which any such proposal is to be considered, the reasons for the proposal, and any recommendations from the Committee in respect to such notice of motion.
- b. Any resolution to wind up the Club or remove it from the Register of Incorporated Societies must be passed by a majority of all Members present and voting.

- c. If the Club is wound up, or liquidated, or removed from the Register of Incorporated Societies, no distribution of club funds or assets shall be made to any Member.
- d. On the winding up or liquidation or removal from the Register of Incorporated Societies of the Club, the surplus assets after payment of all debts, costs and liabilities shall be vested in a charity or another Club, or Clubs, having similar purposes of the Club. This charity, Club or Clubs are to be determined by the Members of the Club at or before the time of dissolution.

Rule 31 AGM Quorum

A quorum for any Annual General Meeting shall be 60% of the current committee / officers of the club.