NEW ZEALAND JETSPRINT ASSOCIATION INCORPORATED CONSTITUTION

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New Zealand Jet Sprint Association Incorporated

Constitution

(Updated to comply with the Incorporated Societies Act 2022)

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1. Name

The name of the society is the **New Zealand Jet Sprint Association Incorporated** ("the Association").

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2. Registered Office and Contact Person

The registered office shall be at such place in New Zealand as the Executive Committee may determine from time to time.

The Executive Committee shall appoint a "Contact Person" as required by the Act, who must be a New Zealand resident and whose details will be maintained with the Register of Members.

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3. Purposes

The purposes of the Association are:

- To regulate jetsprinting in New Zealand in the interests of all members by formulating, reviewing, and enforcing appropriate standards and rules.
- To promote, develop, and protect jetsprinting and the interests of jetsprinters.
- To arrange, promote, and stage jetsprinting competitions nationally and internationally.
- To collaborate with other organisations with similar objectives.
- To manage funds and property for the advancement of the Association's purposes.
- To do all lawful things necessary or desirable for the attainment of these purposes.

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4. Powers

The Association has the powers of a natural person to pursue its purposes, including holding property, entering contracts, borrowing money, and raising funds.

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5. Membership

5.1 Eligibility: Membership is open to any person who supports the purposes of the Association.

5.2 Admission: Membership is by written application to the Executive Committee and for approval by the Executive Committee.

5.3 Financial Members: Financial Members are any persons who have been approved by the Executive Committee and have a current Membership in respect of the Association (including Honorary Members and Honorary Life Members).

5.4 Register of Members: The Association will maintain an up-to-date Register of Members.

5.5 Rights: All Financial Members have the right to attend meetings and to vote. All Financial Members will abide by this Constitution and any bylaws or regulations of the Association.

5.6 Honorary Membership: Honorary Membership may be conferred by the Executive Committee on any person who, in the opinion of the Executive Committee, is deserving of such honour ("Honorary Members"). Honorary Members are not required to pay any Subscriptions and Fees during their Honorary Membership but shall enjoy full Financial Membership Rights and privileges, including the right to vote. Such Honorary Membership shall be for the duration of the current Financial Year, expiring at the final meeting of the retiring Executive Committee.

5.7 Honorary Life Membership: Honorary Life Membership, in recognition of long and distinguished service, may be conferred on any member of the Association at an Annual General Meeting following a recommendation by the Executive Committee ("Honorary Life Members"). Such election shall be determined by a majority ballot at the AGM. Honorary Life Members are not required to pay any Subscriptions and Fees during their Honorary Membership but shall enjoy full Financial Membership Rights and privileges, including the right to vote

5.8 Minimum Number: The Association must have a minimum of 10 Financial Members at all times.

5.9 Termination: Membership ends upon death, resignation, expulsion, or non-payment of Subscriptions and Fees as outlined in this Constitution.

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6. Subscriptions and Fees

Membership Subscriptions and Fees (includng any joining fees) are set at General Meetings. If not paid within six months of the due date, Membership may be suspended or terminated.

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7. Suspension or Expulsion

The Executive Committee may suspend or expel any Financial Member for:

- Breach of the Rules.
- Misconduct or bringing the Association or its members into disrepute, or wilfully causing it to suffer financial loss.
- Misappropriation of any funds or property of the association.
- Non-payment of Subscriptions and Fees.

Financial Members have the right to be heard before a decision is made.

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8. Dispute Resolution

All disputes between Financial Members, or between a Financial Member and the Association, shall follow a fair, timely, and transparent process:

- Parties must first attempt to resolve the dispute informally.
- If unresolved, the matter is referred in writing to the Executive Committee.
- The Executive Committee must meet with the parties and attempt to resolve it fairly.
- If necessary, an independent mediator may be appointed.

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9. Governance

9.1 Executive Committee: The Association shall be governed by an Executive Committee of no fewer than 5 Financial Members.

9.2 Committee Roles:

- President
- Vice President
- Secretary/Treasurer
- Other Financial Members as elected

  (“Officers”)

9.3 Duties: The Officers must individually and collectively act in good faith and in the best interests of the Association, and disclose any conflicts of interest to the Executive Committee.

9.54 Financial Membership Requirement: Only Financial Members are eligible to be elected or to serve on the Executive Committee.

9.5 Meetings: The Executive Committee must meet at least three times per year, either in person or online.

9.6 Secretary: If the office of secretary/treasurer remains unfilled the executive may appoint a secretary who is not an elected member of the executive and such person shall not have any right to vote.

9.7 Conflict of Interest Policy: The Officers must disclose any conflict of interest and must not vote or take part in decisions where a conflict exists.

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10. General Meetings

10.1 Annual General Meeting (AGM): An AGM must be held within six months of the financial year-end. Notice of the AGM must be given at least 21 days prior.

10.2 Special General Meetings (SGM): An SGM may be called by the Executive or by a written request of 10% of the members. Meeting shall be held within 30 days of the secretary receiving such note. Such notice to state the nature of the special business to be dealt with

10.3 Quorum: A quorum for General Meetings is 12 Financial Members.

10.4 Voting: Each Financial Member has one vote. Voting is by voice, show of hands, or ballot if demanded.

10.5 Proxy Voting: Proxies are allowed if lodged in writing before the General Meeting.

10.6 Non-Members: Non-members may attend the AGM but cannot vote.

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11. Elections

11.1 Election of Executive Committee: the Officers shall be elected at each AGM. All shall hold office until their successors are elected.

11.2 Term of Office: the Officers shall serve for a two (2) year term. Three (3) members, determined by the Executive Committee, shall retire each year but may stand for re-election.

11.3 Ballot: If the number of nominees exceeds the number of vacancies, a ballot shall be held.

11.4 Nominations: Nominations must be submitted in writing to the Secretary no later than thirty (30) days prior to the AGM and must be proposed and seconded by two (2) Financial Members.

11.5 Insufficient Nominations: If the number of nominations is fewer than the number of vacancies, those nominated are deemed elected, and any further vacancies may be filled at the meeting.

11.6 Co-option: The Executive Committee may co-opt Financial Members to fill any casual vacancy.

11.7 Eligibility: Only Financial Members who are eligible to vote may be nominated for the Executive Committee.

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12. Duties

12.1 General: The Officers shall perform their duties as prescribed by this Constitution, the Incorporated Societies Act 2022, or as directed at the Annual General Meeting.

12.2 President

- Preside at all General Meetings and Executive Committee meetings.
- Present reports on the Association’s condition.
- Call AGMs, other General Meetings, and special meetings.
- Oversee the affairs and business of the Association.
- Authorise and sign contracts and agreements approved by the Executive Committee.
- Maintain compliance with this Constitution.

12.3 Vice President:

- Act in place of the President and/or Secretary in their absence.

- Perform the duties of the President and/or Secretary when required.

12.4 Secretary/ Treasurer:

- Receive and bank all the Association funds.
- Maintain accurate financial records and accounts.
- Ensure dual signatories on the Association's bank accounts.
- Maintain minutes, Register of Members, and the Association records.
- Serve notices and report promptly on business transacted.
- Present financial statements at each Executive Committee meeting and a full audited report at each AGM.

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13. Majority

Any motion submitted to a meeting shall be deemed carried if a simple majority of members present and entitled to vote in favour of it.

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14. Financial Matters

14.1 Control of Funds: Funds must be used exclusively to advance the purposes of the Association.

14.2 Financial Year: The financial year is from 1 June to 31st May.

14.3 Accounts and Auditing: The Association must maintain proper financial records, and accounts must be reviewed or audited if required by law.

14.4 Membership Fees: Annual membership fees to be set and agreed by membership majority vote at AGM

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15. Branches

Branches may be established with the Executive Committee's approval and must operate in accordance with this Constitution.

The Executive shall have the authority to establish and dissolve subcommittees as needed. Members of these subcommittees do not need to be part of the Executive. The Executive may delegate any of its powers to a subcommittee, which will remain subordinate to the Executive and must act in accordance with any general or specific instructions given. The President shall be an ex-officio member of all subcommittees.

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16. Indemnity

16.1 The Offices are indemnified by the Association except for acts of wilful default or fraud.

16.2 By joining the Association, members accept the inherent risks of the sport and agree to indemnify and hold each other harmless from any costs, claims, or damages arising from their participation in any jet sprint event or activity organised by or under the Association's control.

17. Alterations to the Rules

This Constitution may be altered by a 75% majority at a General Meeting. Changes affecting non-profit aims, personal benefit, or winding up must be approved by Inland Revenue.

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18. Winding Up

Upon winding up, after payment of liabilities, the surplus assets must be distributed to organisations with similar purposes. No distribution may be made to Financial Members.

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19. Definitions and Interpretation

Singular includes plural and vice versa; masculine includes feminine and vice versa. Terms defined in the Act have the same meaning in these Rules.

(End of Constitution)