

THE CONSTITUTION AND RULES OF THE HAMILTON PISTOL CLUB
INCORPORATED

1. TITLE

The name of the Club shall be The Hamilton Pistol Club Incorporated.

2. INTERPRETATION

Throughout these rules, save where inconsistent with the context:—

- (a) The CLUB shall mean The Hamilton Pistol Club Incorporated.
- (b) MEMBER shall mean a financial member of the Club.
- (c) COMMITTEE shall mean the governing body of the Club.
- (d) A REMIT is defined as a proposal placed before a General Meeting with the intention of changing the Constitution of the Club.
- (e) A NOTICE OF MOTION is defined as a declaration of intention to seek a meeting to direct, or cause, a course of action to be taken.
- (f) A GENERAL MEETING is defined as an Annual General Meeting or a Special General Meeting of the Club.

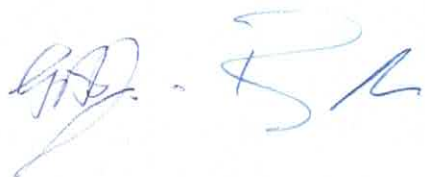
3. OFFICE

The Registered Office of the Club shall be situated care of the Secretary, for the time being.

4. OBJECTS

The objects of the Club shall be:—

- (a) To foster, teach, encourage target pistol shooting and to carry out pistol shooting.
- (b) To acquire by purchase, lease or otherwise, any pistol range or ranges, pistols or small arms, ammunition, or any other property necessary for the establishment of the Club, and entering into and the carrying out of all contracts and agreements necessary for these purposes.
- (c) The acquisition of any licenses necessary for the purpose of operating the Club.



- (d) To conduct shooting, shooting practices, and competitions.
- (e) To affiliate with any other Club or Association of similar nature and/or promote any such Club.
- (f) To promote safety and responsibility in the care and handling of firearms.
- (g) To do all or any other lawful things, or acts which may be necessary, or conducive towards the carrying out of the aforesaid objects, or which may be in the interests of the Club or members thereof, and pistol shooting in general.

5. FINANCIAL YEAR

The financial year of the Club shall end on the 31st day of May of each year.

6. ANNUAL GENERAL MEETING

- (a) The Annual General Meeting, of which at least thirty (30) days notice shall be given to members by the Secretary, either by advertisement in the "Waikato Times" newspaper, or by written notice to each member of the Club, shall be held on a Sunday within three months of the end of the financial year.
- (b) The business of the Annual General Meeting shall be:—
 - i. To receive and consider the President's Report:
 - ii. To receive and consider the Statement of Income and Expenditure and the Balance Sheet for the financial year just ended:
 - iii. To elect the Committee for the ensuing year:
 - iv. To consider and vote on Remits and Notices of Motion as defined in the Constitution:
 - v. To transact any other business which shall be duly submitted to the meeting.

7. SPECIAL GENERAL MEETING

A Special General Meeting may be called by the Committee at any time, or shall be called upon a requisition stating the object of such a meeting, signed by not less than **15 percent (15%)** of the financial members of the club whose names shall also be printed, and lodged with the Secretary. At least thirty (30) days notice of such a meeting shall be given in the same manner as for the Annual General Meeting, and



such notice shall contain particulars of the business to be conducted at the meeting.

8. VOTING AT MEETING

All questions at any meetings shall be decided by the members present or by postal voting and each member has one vote. The voting shall be decided on voice and postal but shall, if required so to do, take a show of hands, or, if any ten (10) members so desire voting shall be by ballot.

In any case postal votes shall be counted in all matters where voting is required. The Chairman shall have a casting vote at all General and Committee Meetings. In the case of the election of officers at an Annual General Meeting where multiple nominations are received for a position, this will be decided by ballot and postal voting. Proxy votes are not accepted.

9. QUORUM

A quorum at all General Meetings of the Club shall consist of at least twenty (20) members, and at all Committee Meetings seven (7) members shall be the minimum to form a quorum.

10. OFFICERS OF THE CLUB

The officers of the Club shall consist of a "Patron" and a Committee consisting of—

- (a) President, Vice President, Secretary, Treasurer, Club Captain, Club Coach, Chief Range Officer, Public Relations Officer, Club Armourer, Range Manager and up to, five (5) Committee Members, so as to give a maximum committee size of fifteen (15) people. The committee shall have the power to co-opt members if so required.
- (b) Any member of the Committee who—
 - i. ceases to be a member of the Club;
 - ii. resigns in writing to the Committee;
 - iii. is absent without leave from three (3) consecutive Committee Meetings;shall cease to be a Committee member.
- (c) The Committee may fill any vacancies occurring in its members which occur prior to the next Annual General Meeting. If so many vacancies occur that there is not a quorum, a Special General Meeting shall be called to fill the vacancies.



- (d) Executive Officers of the Club as listed in Clause 10(a) shall in the first instance be elected from those persons whose nominations have been received by the Secretary at least thirty (30) days prior to an Annual General Meeting. All such nominations must be in writing and signed by both a proposer and a seconder. All correctly filed nominations shall be circulated to members at least seven (7) days prior to such Annual General Meeting. Only in the event that an insufficient number of correctly filed nominations are received will nominations be accepted from the floor.

11. ALTERATION OF THE RULES

- (a) The whole or any or either of these rules may be rescinded, altered, or varied and other rules in addition or in substitution for these rules may be made by a majority vote at a Special General Meeting called for that purpose in a manner herein provided, or at an Annual General Meeting provided that at least thirty (30) days' notice of such proposed alteration shall have been given, either by public notice in the "Waikato Times" newspaper, or by notice in writing to each member of the Club, posted by the Secretary.
- (b) The Committee shall register any alteration in or addition to these rules as required under the Incorporated Societies Act 1908".
- (c) No addition to or alteration or recession of the Rules shall be made without approval from the Inland Revenue Department if it affects this Clause, Clause 27 (Winding Up) or Clause 26 (Payments to Members).

12. INTERPRETATION OF RULES

All members shall be held to consent and be bound by the Rules and by-laws of the Club and the decision of the Committee on the interpretation of the Rules and by-laws, or in regard to anything done or suffered thereunder shall be final and conclusive unless and until it is varied by a decision of the Annual General Meeting or Special General Meeting and members shall not be entitled to appeal or apply to any Court because of anything done or purported or omitted to be done under such Rules and by-laws.

13. REMITS AND NOTICES OF MOTION

All Remits and Notices of Motion submitted by members must be forwarded to the Secretary not later than thirty (30) days prior to the Annual General Meeting.

14. DUTIES OF OFFICERS

- (a) The President;—shall preside at all meetings of the Club or of the Committee, provided that in his/her absence, the Vice President shall take



the chair.

- (b) The Vice President;—shall deputise at every meeting or other function when the President is not present.
- (c) The Secretary;—shall keep the usual minutes of all meetings, attend to necessary correspondence, render any such returns as may be required from time to time by the Registrar of Incorporated Societies, Pistol New Zealand, and NZ Police, and attend to usual secretarial business.
- (d) The Treasurer;—shall collect subscriptions and any other monies and keep a full and correct account of the financial transactions of the Club. He/she shall lodge all such monies of the Club in the Club's Bank or any similar institution as decided by the Committee and render any such financial returns as may be required by the Registrar of Incorporated Societies.
- (e) The Club Captain;—shall organise activities and competitions for club members and shall ensure that members have due regard to the rules and by-laws of the Club.
- (f) The Chief Range Officer;—shall ensure that all activities concerning the use of firearms by shooters on the Club Range, shall be done so, by such shooters having complete and due regard for the rules, by-laws and regulations for such activities.
- (g) The Committee;—shall have the managing of all matter connected with the Club and, from time to time, make such by-laws and regulations consistent with these rules as they may consider necessary or expedient for the well being of the Club, and shall control the funds and assets of the Club, and such regulations, by-laws and decisions, on all questions, shall be binding and final.
- (h) Public Relations Officer;—duties shall be to liaise with all media organisations with regard to promoting club activities and ensure competition results are made available to the media.
- (i) Club Armourer;—duties shall be to keep a register of B endorsed pistols temporarily held by the Club Armourer on behalf of members, and pistols purchased by the club for club purposes.
- (j) Club Coach;—duties shall be to provide coaching in all aspects of Pistol shooting to club members as required.
- (k) Range Manager;—duties shall be to monitor the condition of the ranges and range equipment and to report any deficiencies or safety concerns to the Committee.



15. COMMON SEAL

The Club shall have a Common Seal which shall be held by the Secretary and shall be affixed only on resolution of the Committee. Any two (2) members of the Committee of the Club shall testify to the affixing of the Common Seal by signing their names and official designations to the document to which the Common Seal is affixed.

16. AUDIT

The financial accounts of the Club shall be audited annually by an Auditor appointed by the Committee.

17. BORROWING POWERS

The Committee may from time to time borrow such monies as shall be necessary to carry out the objects of the Club and may pledge Club assets as security for any loan.

18. SUBSCRIPTIONS

- (a) **The members' annual subscriptions shall be due for payment on the last day of May in each year.**
- (b) **The amount of annual subscription fixed for each pistol shooting member shall be additional to the affiliation fee as fixed from time to time by Pistol New Zealand.**
- (c) The amount of annual subscription for each member shall be fixed at the Annual General Meeting in each year and shall be determined as follows:-
 - i. Senior member subscription:
 - ii. Family member subscription (any four members of the same family, residing at the same address with max. 2 senior members):
 - iii. Junior member subscription (any student up to 17 years of age, attending an educational institution full time):
 - iv. Intermediate member Subscription (any person aged 18 – 20 years of age)
 - v. Associate member subscription, additionally, the member must also hold full and current Pistol New Zealand membership of an affiliated club.
 - vi. **General member subscription (pistol shooting is not allowed unless the member changes their membership type to one of type i to v above). General members may not vote in General Meetings or hold office in the club.**



- (d) The committee has the ability to set a minimum activity contribution levy for all members. This may take the form of a practical or financial contribution and will be in addition to the annual subscription. This will be defined from time to time by the committee.

19. USE OF RANGE AND RANGE FEES

(a) **Restricted Use:-**

All visitors, who are either members of other Pistol Clubs or non-affiliated persons, may only visit and use the Club facilities providing that a fully financial member of the Club is present, and that member is the holder of a "B" Endorsed. Firearms Licence. Range fees for such visitors shall be fixed from time to time by the Committee.

(b) **Unrestricted Use:-**

All Senior, Family, and Junior members shall have unrestricted use of the Club facilities. No range fees are payable. An Associate member may have full and unrestricted use of the club facilities, and hold a key to the same, providing that they are a full member of their parent club and have paid the appropriate fee as fixed by Pistol New Zealand. No range fees will be payable by Associate Members of the Club.

(c) **Club Competitions**

Notwithstanding anything written in clause 19(b), the Committee may fix appropriate entry fees as required from time to time, when holding interclub competitions with members from other affiliated pistol clubs.

20. ACCESS TO RANGE AND CLUBROOMS

- (a) Any fully financial member of the Club who is approved by the Committee shall have the right to possess a key to the range and clubrooms.
- (b) Applications for such keys must be made to the Secretary who will maintain a register of such key holders.
- (c) Upon the issue of such keys a fee as fixed from time to time by the Committee will be payable and such fee will be refunded in full at such time the holder ceases to be a member of the Club and the key is returned to the Secretary.
- (d) Should such a key be lost by the person to whom it was issued that person will be required to pay the full fee for the issue of a replacement key.



- (e) The Committee shall have the right at any time to recall any such key from any member.

21. MEMBERSHIP

Any person wishing to join the Club must be proposed by a member and must comply with the Pistol New Zealand application form FM/1 where they intend to use pistols at the complex and/or hold a Pistol Club Endorsement on their firearms licence. The Committee shall have the right to reject any such application for membership to the club.

22. LIFE MEMBERS

Any person who has rendered imminent service to the Club may be elected a Life Member at any General Meeting thereof upon a majority vote of the members voting at such a meeting.

23. ASSOCIATE MEMBERS

Any member from another affiliated Pistol Club who has paid the appropriate subscription fee to the Club in accordance with clause 18(c) and has been granted rights in accordance with clause 19(b) shall be deemed to be an Associate member of the Club. Associate members may not vote or hold office within the club.

24. RIGHTS OF MEMBERS

- (a) All members shall be entitled to attend a General Meeting of the Club and speak, vote or hold any office in the club if so elected.
- (b) All members shall be entitled to attend and speak at any Committee Meeting of the Club but will not be able to vote unless they are elected members of the Committee.

25. CESSATION OF MEMBERSHIP

Any member of the Club shall cease to be a member:—

- (a) By delivering to the Secretary before the Annual General Meeting his/her written resignation. Unless such written resignation is given, such member remains liable for the ensuing years' subscription: or
- (b) By becoming deceased; or
- (c) By becoming mentally incapable of managing his or her own affairs; or



- (d) **By the failure to pay Pistol New Zealand affiliation fees as fixed at the Pistol New Zealand Annual General Meeting by June 30th of every year or any alternative date as may be fixed by the Committee if required by being a pistol shooter; or**
- (e) By being struck off the membership roll as hereinafter provided:—
- i. If the conduct of any member is such as to prejudice the character, good order or welfare of the Club, or whose subscriptions are in arrears for a period of two (2) months, the Committee may, by resolution to two thirds (2/3) majority of committee present, suspend or expel such member for any period of time considered necessary. Such decision to suspend or expel shall remain in force unless and until it is reviewed; and
 - ii. The member so suspended or expelled as aforementioned has the right of appeal to the Committee which must be lodged within thirty (30) days of notice of the suspension or expulsion. The Committee must allow the appellant to appear before it no later than twenty-one (21) days after such appeal is lodged to submit their case against any such appeal or expulsion and
 - iii. After an appeal, any further recommendation for suspension or expulsion must be by two thirds (2/3) majority vote of the Committee members present and such confirmation shall be binding and final.

26. PAYMENTS TO MEMBERS

- (a) No part of the Club's income or other funds is to be used or be available for the personal use of any member or an associated person of any member.
- (b) The Committee may make reasonable payment to a member for services or reimburse or pay any reasonable costs incurred by a member on behalf of the Club.
- (c) 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.
- (d) Any such income paid shall be reasonable and relative to that which would be paid in an arms-length transaction (being the open market value).

27. WINDING UP

- (a) The Club may be wound up or dissolved voluntarily if the Club at a General Meeting of its members passes a resolution requiring the club to be so wound up or dissolved and the resolution is confirmed at a Special



General Meeting called together for the purpose and held not earlier than thirty (30) days after the day on which the resolution so confirmed was presented.

- (b) The members of the Club at such a Special General Meeting held for the purpose of winding up or dissolving the Club shall, if upon winding up or dissolution of the Club, there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Club but shall be given or transferred to some other incorporated organisation or body having objects similar to the objects of The Hamilton Pistol Club Incorporated within New Zealand.
- (c) That in the event of the winding up or dissolution of the Club by the Registrar of Incorporated Societies, in pursuance of Section 28 of the "Incorporated Societies Act 1908", if upon winding up or dissolution of the Club, there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Club but shall be given or transferred to some other incorporated organisation or body having objects similar to the objects of The Hamilton Pistol Club Incorporated.

28. INDEMNITY

The Club and its officers and members shall be indemnified against the action of any officer or member, except where that officer or member is acting in accordance with the direction of the Club.

29. SAVINGS

All rules existing immediately prior to these rules coming into force are hereby revoked save that such revocation shall not effect the validity, effect or consequence or anything already done or suffered or any right interest or title already acquired or membership (Honorary or otherwise) of any member of the Club.

Officers/Trustees

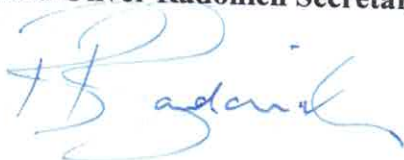
Paul McGuire President



Date

25-9-2023

Richard Oliver Radonich Secretary



Date

26/09/2023



George Alfred Johns Treasurer

A handwritten signature in blue ink, appearing to read 'G. A. Johns', with a long horizontal flourish extending to the right.

Date 26/09/23