

Constitution of the Johnsonville Tennis Club Incorporated

1. Name

- 1.1 The name of the Club shall be the Johnsonville Tennis Club Incorporated.
- 1.2 The Society is constituted by resolution dated 5 December 2017.

2. Registered Office

The Registered Office of the Club shall be the Clubrooms at 8 Wanaka Street, Johnsonville, Wellington 6037.

3. Affiliation

The Club shall affiliate with Tennis Central and such other organisations as shall be decided by members at the Annual General Meeting.

4. Objects

The objects of the Club shall be to promote, encourage and advance the game of tennis in the Johnsonville area and to provide and maintain suitable grounds, premises and facilities for this purpose.

5. Office Bearers

- 5.1 The Officers of the Club shall be elected at an Annual General Meeting and shall consist of: President, Vice President(s), Secretary, Treasurer, Club Captain and Vice-Captain(s).
- 5.2 All officers will retire each year but will be eligible for re-appointment.
- 5.3 The functioning of the Club shall not be affected if at any time any of the offices are not filled.
- 5.4 The office of Secretary and Treasurer can be held by the same person.
- 5.5 A Patron may be appointed who is not an Office Bearer.

6. Management Committee

The Management Committee members will be elected at each Annual General Meeting. These members, together with the office bearers, shall constitute the Management Committee and shall be responsible for the general management of the affairs of the Club. The Management Committee shall have power to appoint sub-committees and to co-opt any other member to act upon such sub-committees. Officers of the club shall automatically be ex officio members of each sub-committee.

7. Election of Officers

- 7.1 All nominations for the Offices and Management Committee are to be taken before the Annual General Meeting. All nominations shall be proposed and seconded in writing by members and the completed nomination(s) delivered to the Secretary. Nominations shall close at 5pm on the fifth day before the Annual General Meeting.

- 7.2 Nominations for a vacant position may be taken at the Annual General Meeting provided they are formally nominated and seconded and the nomination accepted by the Annual General Meeting.
- 7.3 If there is more than one nomination for the same position all nominees are to leave the room prior to voting. After the vote is taken the said nominees will be invited to return and the Chairperson will announce the name of the successful nominee.
- 7.4 Voting shall be by a show of hands in the first instance but the Chairperson shall order a ballot if any two or more members present call for such a procedure.

8. Membership

- 8.1 Membership of the Club may be classified as follows:
 - (a) Senior member
 - (b) Tertiary student member
 - (c) Couple
 - (d) Family
 - (e) Casual member
 - (f) Casual couple
 - (g) Junior member
 - (h) Life member
 - (i) Any other category of member as determined from time-to-time by the Management Committee

The numbers of members in each classification and the conditions and privileges pertaining thereto shall be determined by the Management Committee.

- 8.2 Life Members:

A life member can be nominated by a Club member. This should be in written form outlining why that person has been nominated. The matter would be discussed at the next Management Committee meeting where the nominee is not in attendance. A majority vote is required for the nomination to be accepted. The nominee would then be asked if s/he would accept the life membership. If accepted, the award would then be announced at the Annual General Meeting and formally presented at the end-of-year prize giving.
- 8.3 New Members:

Candidates for membership shall complete in writing the membership application form which shall then be given to a Management Committee member. If the requisite subscription accompanies the application form, then the Management Committee member may confirm acceptance of membership at that time. If payment of the subscription is made via internet banking, then acceptance of membership will be advised to the applicant only after the Treasurer has confirmed that the payment has been received.
- 8.4 Expulsion:

The Management Committee may immediately expel, suspend or otherwise deal with any member whose conduct is considered injurious to the interests of the Club. The decision of the Committee in any such case shall be final, unless revoked or varied by a Special General Meeting called for the purpose and held within one month after notice of such decision shall have been delivered.

9. Subscriptions

- 9.1 Subscriptions for the next ensuing year shall be determined by the Management Committee holding office in the immediately preceding financial year.
- 9.2 Such fees shall be payable in advance. If not paid on or before a due date the discount will not apply.
- 9.3 The Secretary and the Treasurer shall both be exempted from payment of half of the annual subscription during his or her term of office but shall not be deprived of any membership rights to which they would otherwise be entitled.
- 9.4 A life member shall not be required to pay an annual subscription.
- 9.5 Any member wishing to resign must advise the Secretary within 30 days of the date of the Annual General Meeting. If any member has not paid their subscription within one month of the renewal date it is deemed they no longer wish to continue with their Club membership.

10. Finance

- 10.1 The financial Year of the Club shall commence on the 1st day of July and end on the 30th day of June in each year.
- 10.2 All payments by or on behalf of the club shall be approved by two authorised committee members.
- 10.3 The accounts of the Club shall be reviewed at the end of each year and the Reviewer shall be elected at the Annual General Meeting.

The Club shall at a time(s) determined by the association to which the Club is affiliated, forward a list of members to the association and make such affiliation payment(s) as set by the association and New Zealand Tennis each year.

11. Meetings

- 11.1 The Annual General Meeting: This meeting shall be held as soon as possible after the close of the financial year, giving at least 14 days notice in writing to members.
- 11.2 Management Committee Meetings: Meetings of the Management Committee shall be held when necessary and at least seven days notice in writing shall be given to each member by the Secretary except in special circumstances. Should any member of a committee not attend three consecutive meetings without reasonable excuse, he or she shall be deemed to have vacated the office.
- 11.3 At any meeting of the Management Committee five members shall constitute a quorum.

12. Common Seal

The Club shall have a Common Seal which shall be kept in the custody of the Secretary and shall not be affixed to any document except in pursuance of a resolution of the Club in General Meeting or of the Management Committee and in the presence of two members of the Committee.

13. Dissolution

A majority of members present at a Special General Meeting convened for the purpose and having voting rights, may resolve that the Club be wound up and such meeting shall then direct in what manner the Club's assets shall be disposed of in compliance with the Wellington

City Council lease agreement. Any remaining assets shall be distributed to like-minded groups in the community.

14. Indemnity Clause

The Management Committee and Officers of the Club shall be indemnified by the Club against all losses and expenses incurred in and about the discharge of their duties except such as happen through their own neglect or fault. No member of the Management Committee shall be responsible for any other member of the Management Committee, any officer of the Club or for any loss caused through or by the insufficiency or deficiency of value or of title to any property or security acquired by the Club or through the bankruptcy or tortuous act of any customer or debtor of the Club or by anything done in the execution of their office or duties or in relation thereto and otherwise than their own wilful act or neglect.

15. Amendments

Any of the foregoing rules may be altered, repealed or added to or any new rules may be introduced at an Annual General Meeting of the Club or at any Special General Meeting called for the purpose. Notice of every proposed amendment or addition must be given to the Secretary at least twenty-one days before any such meeting. The Secretary shall give notice of the proposal in the notice calling the meeting.

16. Interpretations

In the event of any question of difficulty arising not specifically provided for in these rules, or in the event of any query as to the interpretation of any rule, the decision of the Management Committee shall be final.

17. Declaration


Johnsonville Tennis Club Inc hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: 

Date: 8-12-17

Name: BRUCE NORMAN CATHRO


Position: ~~Club Chair~~/President

Signed: 

Date: 08-12-2017

Name: Andrea Nancy CRAIG

Position: Club Secretary


Richard Keith Willett
Committee Member

8/12/17