

A

Rules of the Waikato Botanical Society Incorporated

1. Name

The name of the Society shall be Waikato Botanical Society Incorporated.

2. Interpretation

In these rules, unless a contrary intention appears, 'Society' means Waikato Botanical Society Incorporated; 'Committee' means the Committee for the time being appointed under these rules; 'Year' means the financial year of the Society which extends from 1 March to 29 February in any year; 'Newsletter' means the Waikato Botanical Society Incorporated Newsletter; 'Resolution' means a resolution passed by a majority of those present or voting at a General or Committee Meeting; 'Ballot' means a postal ballot conducted according to these rules.

3. Aims

- a) To encourage the study of botany, particularly that of New Zealand and the Waikato region.
- b) To disseminate knowledge about and encourage interest in the flora of New Zealand.
- c) To publish a regular Newsletter available to all members and the community at large.
- d) To organize and publicize regular meetings and field trips to foster the aims of the Society.
- e) To encourage the conservation of the indigenous flora of New Zealand.
- f) To publish and issue such publications as may from time to time further the objects of the Society.
- g) To offer scholarships and prizes for botanical research and academic achievement dependant on available funds.
- h) To affiliate with any other society or organization having botanical interests if it is considered to assist in carrying out any of the above aims.

4. Membership

- a) Any interested person or organization may join the Society. There shall be two classes of membership:
 - (i) Ordinary: any person may become a member on payment of the annual subscription for an ordinary member.
 - (ii) Joint: the same subscription as 'ordinary' where two people share the same address.
 - (iii) Student: any full-time student at a recognized educational institution may become a member on payment of the annual subscription for a student member.
- b) Any member may resign their membership by giving the Secretary notice to that effect.
- c) The Committee shall have the power to refuse or cancel membership.
- d) The Treasurer shall keep a register of members.

5. Subscriptions

The annual subscription for all classes of membership shall be set by the committee at the Annual General Meeting.

6. Officers and Committee

- a) The officers of the Society shall consist of
 - (i) President
 - (ii) Secretary
 - (iii) Treasurer (however the offices of Secretary and Treasurer may be combined).
- b) The Committee of the Society shall consist of the Officers, other elected members, and a Newsletter Editor who shall be appointed by the Committee.
- c) The Committee shall have the power to co-opt additional members.
- d) Vacancies arising in any Office or in the Committee shall be filled by the Committee.
- e) Elected officers and committee must become financial members by payment of the annual subscription.

- f) Meetings shall be held from time to time as called by the President or Secretary, or when requested by two members of the Committee.
- g) A quorum for Committee meetings shall consist of three members.
- h) Statements on behalf of the Society can only be made with the Committee's authorization.

7. Election of Officers and Committee

- a) Elections shall be made annually at the Annual General Meeting of the Society.
- b) Nominations will be made at the Annual General Meeting for the election of Officers and Committee. There shall be a Proposer and Seconder for each nomination.
- c) Public notification of the Annual General Meeting will be made approximately one month prior to the meeting.

8. Control and use of funds

- a) The financial year of the Society shall be from 1 March to 29 February.
- b) The committee shall control and invest all funds at its discretion and shall provide an annual financial statement to be presented to the Annual General Meeting and published in the Newsletter.
- c) The Society may borrow money only on the resolution of the membership.
- d) The Society's funds cannot be used for any purpose other than to promote the aims of the Society.
- e) Payments from Society funds must be accepted by a quorum of the Committee.
- f) Two signatures (President and Treasurer) are required on cheques drawing on Society funds.

9. Voting

- a) At all General Meetings every financial member present shall have one vote and in the case of equality the Chair shall have a second or casting vote.
- b) The mode of voting on all questions at General meetings shall be by voice or a show of hands, or if the Chair or any three financial members so require, by ballot. A simple majority is required to pass a resolution.

10. Alteration of rules

These rules may be altered, added to, rescinded, or otherwise amended by a resolution passed by a majority of those present and entitled to vote at a General Meeting of the Society called in accordance with these rules.

No addition to or alteration or rescission of the rules shall be approved if it affects the aims of the Society, or the winding up clause.

11. Winding up

- a) If a resolution to wind up the Society is passed at a General Meeting the Society shall cease to exist. After payment of all the Society's liabilities, its property shall be divided amongst such associations, societies, institutions or organizations in New Zealand as have similar aims to this society in such a manner and in such proportions as shall be determined by the committee.
- b) If a resolution to place the Society in recess is passed at a General Meeting, and after payment of all the Society's liabilities, its property shall be administered by two appointed caretakers and shall be used only in accordance with the aims of the Society. In the event that the Society is taken out of recess, Society property shall be made available to the newly appointed Officers.

This is the document marked "A" referred to in the annexed declaration of Marilyn Merrett made at HAMILTON this 22 day of FEBRUARY 2001 before me [Signature]

N.K. MALCOLM J.P.
 MAORI STUDENT RECRUITMENT OFFICER
 THE UNIVERSITY OF WAIKATO
 PRIVATE BAG 3105
 HAMILTON
 PH (07) 232 4945

Incorporated this 30
 day of March 2001

[Signature] R. SELLUCK
 Assistant Registrar of Incorporated Societies