



# Sons of Tangaroa Spearfishing Club Incorporated Society - RULES

June 2018

**These Rules are subject to the Incorporated Societies Act 1908**

## 1. CLUB DETAILS

- 1.1. This club shall be known as the Sons of Tangaroa Spearfishing Club Incorporated.
- 1.2. The Club headquarters shall be located at  
Tauranga Fish and Dive Club  
60 Cross Road  
Tauranga

## 2. MISSION AND OBJECTIVE

- 2.1. To build a positive spearfishing community that supports the most sustainable method of harvesting seafood.
- 2.2. To promote and foster the principles of kaitiakitanga and manaakitanga.
- 2.3. Members are encouraged to be involved in club competitions, BBQ's, camps, training and any other positive activities involving spearfishing.

## 3. CODE OF CONDUCT

- 3.1. Sons of Tangaroa Spearfishing Club is dedicated to providing a safe, inclusive, and harassment-free experience for all members, regardless of gender, gender identity and expression, sexual orientation, race, age, ethnicity, disability, physical appearance, body size, and/or religion.
- 3.2. We do not tolerate harassment in any form. Members violating these rules may be sanctioned, expelled from any event without a refund, or removed from the Membership List.
- 3.3. Harassment includes, but is not limited to:

- 3.3.1. offensive verbal comments that reinforce social structures of domination (related to gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, or religion)
  - 3.3.2. deliberate intimidation, stalking, or following
  - 3.3.3. harassing photography or recording
  - 3.3.4. sustained disruption of talks or other events
  - 3.3.5. inappropriate physical contact
  - 3.3.6. any form of violence
  - 3.3.7. unwelcome sexual attention
  - 3.3.8. advocating for, or encouraging, any of the above behaviour.
- 3.4. Members asked to stop any harassing behaviour are expected to comply immediately. If a member engages in harassing behaviour, then a Committee member retains the right to take any actions to keep a welcoming environment for all members, including warning the offender or expulsion from an event or the Club .
- 3.5. Organisers may take action to redress anything designed to, or with the clear impact of, disrupting an event, or making the environment hostile for any members.
- 3.6. Members who become intoxicated or otherwise disruptive at events may be expelled from the event without refund. We expect members to follow these rules at all event venues and event-related social activities.

### *Reporting*

- 3.7. If someone makes you or anyone else feel unsafe or unwelcome, please report it as soon as possible. Harassment and other code of conduct violations reduce the value of our club for everyone. We want you to be happy at Sons of Tangaroa Spearfishing Club and people like you make our club a better place. You can make a report in person or anonymously.
- 3.8. You can make an anonymous report to any Committee member. We can't follow up an anonymous report with you directly, but we will fully investigate it and take whatever action is necessary to prevent a recurrence.

## **4. MEMBERSHIP**

### *How to become a member*

- 4.1. Anyone is able to become a member of SOT by completing a registration form and paying the club fee
- 4.1.1. That form shall be reviewed by the Communications and Members Officer for approval.

- 4.2. Once the membership fee is received and their details are entered onto the Membership List, they are deemed a member for **one year**.
- 4.3. Should a member wish to end their membership they can do so by a letter addressed to the secretary.
- 4.4. On receiving a letter or Facebook message indicating a member's wish to be removed as a member, the secretary must remove that individuals name and personal details from the Membership List.
- 4.5. Membership fees are established by the Committee.

#### *Removal of Membership*

- 4.6. A member may be removed from the Membership List by majority vote of the Committee.
- 4.7. Reasons for removal can include:
  - 4.7.1. Failing to uphold the Code of Conduct;
  - 4.7.2. Any other reason the Committee sees fit.

## 5. OFFICERS OF THE SOCIETY

### *Officers of Society*

- 5.1. The Committee shall consist of:
  - 5.1.1. President
  - 5.1.2. Treasurer
  - 5.1.3. Secretary
  - 5.1.4. Events Officer
  - 5.1.5. Marketing and Communications Officer
  - 5.1.6. Health and Safety Officer

*See Schedule for role descriptions*

- 5.2. When a position becomes vacant on the Committee, the Committee shall vote on the replacement.
- 5.3. Any Committee member including the President can be stood down by majority vote of the Committee
- 5.4. The Committee shall meet after every Club Meeting and at least once in between.
- 5.5. Minutes shall be recorded by the Secretary at every meeting.

## 6. ADMINISTRATION

### *Rules*

- 6.1. The Rules shall be kept by the Secretary.

- 6.2. A motion to altered, add, or rescinded any rule must be approved by a majority vote of the Committee.
- 6.3. Once approved that motion shall be put to members for approval at the next Club Meeting.
- 6.4. That motion shall pass if 3 members sign the motion.
- 6.5. Members shall be notified of any changes to the Rules on the website and Facebook page.

#### *Annual General Meeting*

- 6.6. The Annual General Meeting (AGM) shall be held in November every year.
- 6.7. A quorum is reached when 10 members and a majority of Committee members are in attendance.
- 6.8. Members shall be notified of the AGM via the website at least 10 working days prior.
- 6.9. Any member can propose an agenda item by including it in their event registration form.
- 6.10. The Secretary shall add all suggested agenda items to the list.
- 6.11. The Secretary cannot unreasonably refuse to add any item to the agenda.
- 6.12. The President and Secretary will run the AGM according to the agenda.

#### *Voting*

- 6.13. The Committee may call any item to be voted on.
- 6.14. The Committee will determine the question and the required percentage of votes for it to pass as long as it is a majority or higher.

#### *Common Seal*

- 6.15. The Common Seal shall be controlled by the Secretary.
- 6.16. The Common Seal shall represent the endorsement of the Committee.
- 6.17. The Common Seal shall be used on all formal documents including:
  - 6.17.1. Legal documents,
  - 6.17.2. Meeting minutes,
  - 6.17.3. Membership approvals,
  - 6.17.4. Competition records,
  - 6.17.5. Letters.

## **7. FINANCES**

### *Fund Borrowing and Management*

- 7.1. The Club is not permitted to borrow any funds from formalised lending institutions.

- 7.2. Should any other lending arrangement be entered into, the must be recorded in writing in Xero, approved by the two bank signatories and the Treasurer.
- 7.3. Funds are kept in Westpac account 03 1720 0030712 000.
- 7.4. All transactions from the Club Account shall be approved by the two bank signatories and Treasurer.
- 7.5. It does not impact any approval process if the Treasurer is also a bank signatory.
- 7.6. Both bank signatories must be members of the Committee.

## **8. LIQUIDATION**

- 8.1. The Club shall be put into liquidation by majority vote of members at a club meeting.
- 8.2. Assets of the Club shall either be donated to charity or sold. Any proceedings from the sale must be donated to charity.