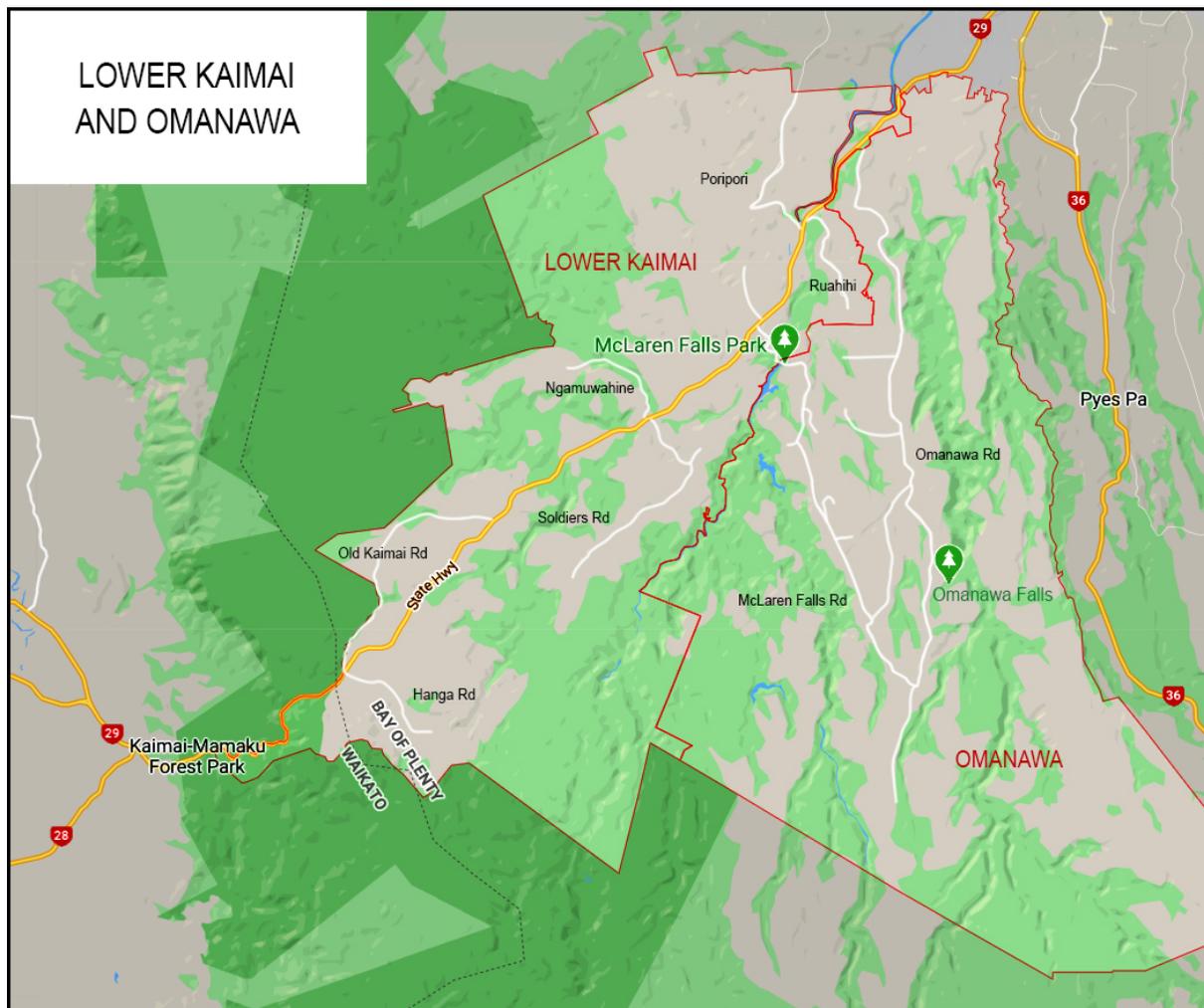


CONSTITUTION

1. TITLE OF ASSOCIATION

Shall be known as the KAIMAI OMANAWA RURAL RATEPAYERS ASSOCIATION INCORPORATED.
This Association shall be deemed to encompass McLaren Falls, Omanawa, and the surrounding rural districts.
This is abbreviated to KORRA for simplicity and branding.



2. VISION

Our community will be a thriving, safe, connected and beautiful place to live and raise our families. It will be easy and safe to commute, conduct business and the infrastructure will enhance the environment and our ability to enjoy it.

3. EXECUTIVE COMMITTEE

We will work on behalf of the community with external organizations such as Local Authorities, politicians, the Police, NZTA and Local Iwi to facilitate and achieve our vision.

4. VALUES

- a) Positive: We will always conduct ourselves in a positive and respectful manner. We will work collaboratively with positive engagement.
- b) Custodians: We are mindful that we custodians for future generations.
- c) We are One: Even though we are a diverse community we are all equals and united in our vision and purpose for the community.
- d) Grateful: We are grateful to those who have preceded us in building the community we now enjoy.

5. PURPOSE

Our purpose is to work within the community and with external bodies to improve the welfare, safety, and prosperity of our residents.

6. AREAS OF FOCUS

- a) Safety of our residents & crime prevention
- b) Affordable and reliable broadband services
- c) Public Transport Services
- d) Rooding
- e) Economic Development / Tourism
- f) Infrastructure
- g) Rates
- h) Recreation
- i) Animal Control
- j) Waters: Waste / Storm / Drinking
- k) Parks & Reserves
- l) Halls
- m) Libraries
- n) Community Events

7. MEMBERSHIP

- a) Any person wishing to become a member of the Association shall make application on the standard Application Form approved by the Kaimai Omanawa Rural Ratepayers Association.
- b) Any business or company applying for membership shall advise the Association of the name of the person who is authorised to represent and vote on their behalf.
- c) A Full Membership shall be available to any person over the age of 18, or business, partnership or trust, being a ratepayer within the Kaimai Omanawa Rural Ratepayers Association area.
- d) An Associate Membership is available to any person over the age of 18 who is a resident or ratepayer out of the area but who has an interest in the area and its rivers, on the condition that person will be deemed to have no voting rights.
- e) In addition, any resident or ratepayer who belongs to another ratepayer organisation within the Kaimai Omanawa rural area, may apply for Associate Membership if they so desire.
- f) All Members & Associate members shall pay an annual subscription to the Treasurer.
- g) The membership year commences on the 1st of July in the financial year in which the member's initial membership payment is received.
- h) The Association will keep a register of all current members including:
 - 1. Date of membership
 - 2. Name
 - 3. Address
 - 4. Phone number
 - 5. Email address
 - 6. Membership category

8. MEMBERSHIP CANCELLATION

Cancellation of membership shall exist under the following circumstances:

- a) If a member offers their resignation.
- b) If a member fails to pay the subscription required within three months of the beginning of their new membership year.
- c) The membership year commences on the 1st of July in the financial year of which the member's initial membership payment is received. No refund will be given if the membership is cancelled.

9. ANNUAL SUBSCRIPTION

- a) An Annual Subscription Schedule shall be determined by vote at the Annual General Meeting.
- b) The subscriptions will be set for a Ratepayer (Full membership) and an Associate membership.
- c) All communications between the Executive Committee and members will be via email, electronic mediums such as Facebook or newsletter. Communication between an individual member will be via email only. Communication to members will be via the other communication methods.

10. ELECTIONS

- a) An Executive Committee of up to eight members, including Officers, are to be elected at each Annual General meeting.
- b) Written nominations for election to the Executive Committee must be received by the Association Secretary at least 72 hours prior to the Annual General meeting. Such nominations must be signed by the nominator and seconder, and must be made with the consent of the nominee, all of whom must be Full and current financial members of the Association.
- c) The Executive Committee so formed shall retain the power to co-opt personnel.
- d) The Executive Committee shall retain the right to appoint a replacement to fill any vacancy that occurs, such appointment to be valid until the next Annual General Meeting.
- e) Any person or persons belonging to the membership of this Association who are elected to a Local Body Council or Community Board are not permitted to stand for, or to retain any Executive Committee position of this Association.
- f) The Executive Committee will attempt to be representative of each of the different regions within the Kaimai Omanawa Ratepayers Association region.

11. EXECUTIVE OFFICERS

The Officers of the Executive Committee will be the following:

- a) Chairman
- b) Secretary
- c) Treasurer & Membership Officer

Officers shall be nominated and elected by votes from the Full members of the Kaimai Omanawa Rural Ratepayers Association.

12. EXECUTIVE COMMITTEE ASSIGNMENTS

- a) To maintain the welfare of the Association and to carry out the aims and objects and other duties that may be determined by resolution at any Annual General Meeting or at any Special General Meeting
- b) To appoint sub-committees as appropriate for a specific purpose or task. A member of the Executive Committee shall be appointed to act as Chairman of the sub-committee and to liaise with the Executive Committee.

13. SECRETARIAL DUTIES

- a) To record minutes of meetings, undertake general secretarial duties and to inform the Chairman of any matters of importance.
- b) To receive correspondence and process accordingly.

14. TREASURERS DUTIES

- a) To keep a true account of the Association's financial affairs and to present the annual accounts to the Annual General Meeting.
- b) To issue Association receipts for all funds received, and to deposit such funds into the Association Bank account.
- c) To present all accounts and financial reports to the regular Executive Committee meetings and undertake such other Treasurer's duties as required.
- d) To keep up to date records of the Membership.

15. MEETINGS

- a) Ratepayers Association or Public Community meetings to be called when considered appropriate by the Executive Committee. If such meetings are to be notified as Forum meetings then no decisions under standing orders will be taken during that meeting. Such meetings may be held in different parts of the region which represent the Association's membership.
- b) Special General Meetings will be called if no less than ten financial members collectively make a written request for such a meeting and state the special business to be considered.
- c) Notice of a Special General Meeting shall be given by public notice through local social media and /or by way of email 14 days prior to the meeting date.
- d) Notice of a Ratepayers Association or other general public meetings shall be given by a notice delivered 14 days beforehand by way of email, and / or by a public notice through local social media channels.
- e) Executive Committee meetings shall be held bi-monthly, with additional committee & subcommittee meetings called when necessary. In the absence of a chairman the members present shall nominate one of their number to act as Chairman for that meeting.
- f) If any Executive Committee member is absent without leave for 3 consecutive meetings then that member shall be deemed to have resigned office.
- g) The Annual General Meeting is to be held prior to the 30th September each year.

16. QUORUM

- a) Twelve financial members shall make up a quorum at an Annual or Special General Meeting.
- b) If after a lapse of thirty minutes from the appointed start time of an Annual General Meeting, a quorum is not present, the meeting shall stand adjourned for no longer than 7 days, and when reassembled those present shall represent the quorum.
- c) If after a lapse of thirty minutes from the appointed start time of a Special General Meeting, a quorum is not present, the meeting shall lapse, without prejudice to calling another Special General Meeting with the same Agenda within a period of 21 days.
- d) Six elected members shall make up a quorum at Executive Committee meetings. If a quorum is not available the meeting shall stand adjourned and recalled within a period of 7 days. Such members present at that meeting shall automatically constitute a quorum for the meeting to proceed.

17. VOTING

Voting shall be voice unless the Chairman calls for a show of hands. The Chairman may decide on a written secret vote for any matters he/she may consider of a confidential matter. The Chairman shall have one vote and shall also retain the right to exercise a casting vote.

18. NOTICES OF MOTION

Notices of motion shall be made in writing for compiling of Agenda and delivered to the Secretary three days before any meeting.

19. FINANCE

- a) Banking arrangements shall be decided by the Executive Committee.
- b) Trustees for bank accounts shall be the Chairman, Secretary and Treasurer. Any two of the three Trustees signatures shall be required in order to authorise payments and other financial documents. Two officers are to authorise all payments. Any expenditure over \$400 is to be prior approved by a majority of the Executive Committee.
- c) The Executive Committee has the power to raise funds from benevolent organisations to fund any projects or events decided on by the Executive Committee.
- d) The financial year for the Association is to the 31st June.

20. COMMON SEAL

The committee shall be responsible for the safe custody and control of the common seal of the Association.

Whenever the common seal of the Association is required to be affixed to any deed, document, writing or other instrument, the seal shall be affixed pursuant to a resolution of the committee or of the Association by the chairperson and any other member of the committee thereby authorised to affix the seal. The persons so affixing the seal shall at the same time sign the document to which the seal is so affixed.

21. ALTERATIONS TO RULES

These rules may be altered to or rescinded only as an item of business at the Annual General Meeting or Special General Meeting.

22. INDEMNIFYING OF EXECUTIVE COMMITTEE MEMBERS

- a) No member of the Executive Committee shall be liable for the acts or defaults of any other member of the Executive Committee or any loss occasioned thereby, unless occasioned by their wilful default or by their wilful acquiescence.
- b) The Executive Committee and each of its members shall be indemnified by the Society for all liabilities and costs incurred by them in the proper performance of their functions and duties, other than as a result of their wilful default.

23. WINDING UP

- a) A resolution of winding up the Association must be passed by a majority of members at a Special General Meeting.
- b) This resolution must be confirmed at a subsequent meeting held not earlier than thirty days after the Special General Meeting referred in clause 15b.
- c) If the Association is wound up its assets, after payment of all debts and liabilities, shall be placed in a banking account trust for a period of five years, in anticipation of the Association being reformed. If at the end of this period there should be no indication of restoring the Association, or a substitute with similar aims and objects, then the assets shall be returned to the community.

Wayne Lowry
Chairman

Graeme Mills
Treasurer & Membership Officer

Lesley Pritchard
Secretary