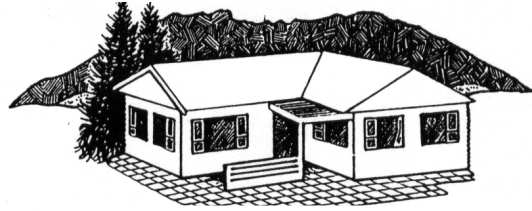


**Raglan Community House
Society Inc.
P.O.Box 171
RAGLAN
Ph. (07) 825-8142
Fax (07) 825-7112
E-mail: r_ch@xtra.co.nz
Website: www.rch.org.nz**



The Constitution of The Raglan Community House Society Incorporated

1. NAME:

The name of the Society shall be The Raglan Community House Society Incorporated.

On June 30th 2006 at a Special Annual General Meeting of the Raglan Community House Society Inc, a notice of motion to alter sections of the constitution was moved, seconded and carried. 6 changes to the Constitution were independently moved, seconded and carried.

On December 3rd 2008 at a Special Annual General Meeting of the Raglan Community House Society Inc, a notice of motion to alter section 19 of the constitution was moved, seconded and carried.

2. OBJECTIVES:

(1) To organise, control and operate a centre in the Raglan area from which social services, community activities: Adult, youth and family programmes will be offered for the people of Raglan and surrounding districts, respecting the rights and cultures of all individuals.

(2) To assist people with difficulties to find appropriate avenues of help, and to encourage co-operation between statutory and voluntary welfare organisations in Raglan.

(3) To stimulate community involvement in the social welfare of the people in the area.

(4) To provide professional community social services.

(5) To do all things as may be deemed necessary by the Executive, for the attainment of the above objectives.

3. REGISTERED OFFICE:

The Registered Office of the Society shall be at such a place as the Executive shall from time to time determine.

4. MEMBERSHIP:

(1) Membership of the Society shall be open to any person over the age of 18 years who agrees in writing, to abide by the constitution, code of ethics of the Society and whose written application has been approved by the Executive.

(2) Any member may resign by writing to the Committee.

(3) Any member who actively and knowingly contravenes the objectives and ethical codes of the society may be excluded from membership at the discretion of the Executive.

5. MEETINGS:

(1) The executive shall convene and hold an Annual General Meeting of the Society not later than the first day of July, each year at a time and place to be determined by the Executive. Any person may be eligible to attend the meeting but non-members shall only have speaking rights at the discretion of the President. All members current at the date of notice of any general meeting of the Society shall be entitled to vote at such meeting.

(2) The Business of the meeting shall be:

Confirmation of the Minutes of the previous Annual General Meeting.
Receipt and Adoption of the Annual Reports and Financial Statements of the Society.

Election of a President, Secretary and Treasurer.

Election of additional members of the Executive.

Appointment of an Auditor.

Consideration of Notice of Motion, which may have been duly notified to the members seven days prior to the meeting.

(3) Special General Meeting:

The Executive may call a Special General Meeting at any time on the decision of the majority of the Executive or shall do so at the written request of not less than ten members of the Society, such a request to be delivered to the Secretary in writing stating the specific purpose for which the Special General Meeting is required. Within two weeks of receiving this request the Secretary shall give notice of such a meeting in accordance with these rules.

6. NOTICE OF MEETING:

Members shall be given fourteen days notice of any general meeting, by newspaper advertisement, in any newspaper circulating in the Raglan District, or by printed circular.

7. QUORUM:

At a General Meeting of the Society, ten members present constitute a Quorum. If no quorum is present, the meeting shall be adjourned, and a further meeting called. If a quorum is not present at such further meeting, those members present shall constitute a quorum. If no quorum is present at a Special General Meeting, the meeting shall lapse. At committee meetings, 50% of members constitute a quorum. At Sub committee meetings, a quorum shall consist of as many members as these committees shall decide.

8. CONDUCT OF A MEETING:

The President or in his/her absence, any duly elected member, shall chair all General Meetings of the Society. Each member then present shall be entitled to one vote on any motion presented, and the President shall have a deliberative and casting vote.

Voting on all matters other than the election of officers shall be decided on the voices, or by a show of hands if required.

The election of officers at an Annual General Meeting shall be by secret ballot, for which purpose the meeting shall elect two scrutinisers.

9. EXECUTIVE:

The Executive shall consist of:

- (i) President
- (ii) Secretary
- (iii) The Treasurer

(The position of Secretary/Treasurer may be held by the same person)

- (iv) The Centre co-ordinators, who may not hold any other positions of the Executive
- (v) No more than a further six members elected at each Annual General Meeting
- (vi) One representative to be appointed by Health Waikato Limited or its successor, such representative being entitled to one vote as a member of the society in matters pertaining to the Health Waikato (or its successors) health service
- (vii) The Executive will from time to time have the right to co-opt no more than three further members.
- (viii) All members of the Executive will be expected to take responsibility in furthering the aims and Objectives of the Society.
- (ix) Any member of the Executive who fails to attend three consecutive meetings of the society without an apology or leave of absence, provided they were notified of the said meeting, shall cease to be members of the Executive.
- (x) No person may hold the same Executive position for longer than five consecutive years.
- (xi) Nominations for the Executive must be in writing, signed by the nominator, seconder and nominee (all three of whom must be current members as at the date of notice of the meeting) and received not less than one clear day prior to the date of the Annual General Meeting.
- (xii) In the event of insufficient nominations being received, the Executive has the power to co-opt sufficient to make up numbers.

- (xiii) The Executive has power to co-opt to fill casual vacancies.
- (xiv) The Executive shall meet at such times as it determines.
- (xv) The Executive shall have the power to appoint sub-committees, and may appoint to any sub-committee, a person or persons not being a member of the Society.
- (xvi) Sub-committees shall only have the power to act if specifically given it by the Executive.

10. THE EXECUTIVE shall convene the Annual General Meeting of the Society.

11. THE PRESIDENT, or in his/her absence any duly elected member, shall preside at all meetings of the Executive. A quorum for all such meetings being not less than half the membership of the Executive.

12. THE SECRETARY:

It shall be the duty of the Secretary to oversee the keeping of all minutes of all Executive meetings and General Meetings, and to oversee the conduct of such correspondence as may be required by the Executive.

13. THE TREASURER:

It shall be the duty of the Treasurer to oversee the receipting of all monies received on behalf of the Society and to ensure the lodgement of such monies to the credit of the Society at such bank or banks as the Executive shall decide from time to time.

14. THE POWER OF THE EXECUTIVE:

The Executive can, on behalf of the Society, purchase, take lease or otherwise acquire and own any buildings or other premises, property, or equipments which may be required for, or conveniently used in connection with the discharge of any duties of the Society, pursuant to these objectives, and can sell, lease, mortgage or otherwise dispose of the same.

The Executive shall have the power to borrow or raise money, secure payments of the same, or to secure the payment of money owing by the Society, for the satisfaction or performance of any obligation or liability incurred or undertaken by the Society, in such a manner as the Society shall determine. The Executive may from time to time approve the reimbursement of personal expenses incurred by an executive member while carry in out duties related to the business of the Society. These expenses shall be fair and reasonable and are to be validated by a bona-fide receipt. No reimbursement paid for work so done by an executive member, the spouse or, or the partner of an executive member, shall be paid at a greater rate than current commercial market valued.

To do all such acts as in the opinion of the Executive shall further the objects of the Society.

15. THE AUDITOR:

An auditor, who shall not be a member of the Executive, shall be elected at the Annual General Meeting of the Society and the Auditor shall audit the books and certify the accounts of the Society for the presentation to the Executive at the Annual General Meeting.

16. BANK ACCOUNT:

Any bank account as may be set up from time to time by the Executive of the Society, shall be operated by the Treasurer of the Society and one of two other signatories appointed by the Executive.

17. FINANCIAL YEAR:

The Financial Year of the Society shall end on the 31st of March each year.

18. ALTERATION OF RULES:

These rules may be altered, added to or rescinded with a two thirds majority of those present at any General meeting of the Society, notice of intention to make such changes having been given in the notice convening the meeting, provided that any alterations in the rules;

- a) shall not deprive members of the right to have special general meeting in the manner similar to the present provision in Rule 5 (2) of those Rules,
- b) shall not delete any objectives of the Society as stated in Rule 2, or be inconsistent with those objectives.

19. WINDING UP:

If upon winding up of the Society, after satisfaction of all debts and liabilities, there shall remain any assets whatsoever, these shall be disposed of in accordance with the Charitable Objectives of the Society as may be determined by members in a general meeting, at or on the date of winding up having due consideration to the rights, interests, financial or otherwise, of Health Waikato (or its successor), or any other organisation that may be involved with the permanent occupation of any part of the premises. No person shall by virtue of membership of the Society be entitled to the ownership of any such assets.

20. COMMON SEAL:

The Common Seal of the Society shall be kept in the custody of the Secretary, and shall be fixed to any necessary document in the presence of the President, or other acting President, the Secretary, and one other member of the Executive, each of whom shall sign their names as attesting witnesses.

21. AIMS AND OBJECTIVES FOR THE YOUTH PROGRAMME:

AIM:

To provide quality youth and Family programmes

OBJECTIVES:

Help develop potential

Give responsibility

Give support

Boost self-esteem

Promote respect and courtesy

Teach decision-making

Help young people learn practical hand skills

Be a safe neutral meeting place for young people

Stimulate positive interaction of youth with family and community members.