

# THE NEW ZEALAND PLOUGHING ASSOCIATION INC.



## CONSTITUTION 2022

### 1. Name:

This Association shall be called The New Zealand Ploughing Association Incorporated, and in the following clauses is hereafter referred to as the NZPA

### 2. Objectives:

- a. To promote and encourage interest in the art and skill of ploughing the land.
- b. To arrange in conjunction with the World Ploughing Organisation and the sponsors of the New Zealand Ploughing Association (Inc), for the conducting of an annual New Zealand Ploughing Championship for the New Zealand participation in the World Championship Ploughing contests.
- c. To co-operate with similar organisations in other countries in organising World Championship Ploughing Contests.
- d. To encourage the development and adoption of improved techniques and aids in all branches of agriculture, and to foster a keen desire for food production.
- e. To provide facilities for demonstration work and trade displays at the New Zealand Ploughing Championships
- f. By these means to encourage fellowship and understanding amongst all concerned in town and country.
- g. To support and co-operate with other organisations in the furtherance of these objects.

### 3. Profits of the Association

- a. Any income, benefit or advantage must be used to advance the charitable purposes of the NZPA
- b. No member of the NZPA or anyone associated with a member, is allowed to take part in, or influence any decision made by the NZPA in respect of payments to, or on behalf of, a member or a NZPA person of any income, benefit, or advantage.
- c. Any payments made to a member of the NZPA, or person associated with a member, must be for goods and services that advance the charitable purpose and must be reasonable and relative to payments that would be made between unrelated parties.

### 4. Membership.

#### a. Affiliate Members:

- i. These shall be Ploughing Associations or Clubs, or other Organisations who promote ploughing events, who have paid an annual affiliation fee to the N.Z. Ploughing Association (Inc.).
- ii. The affiliation fee will be reviewed annually by the N.Z. Ploughing Association Executive Committee.

#### b. Members:

Any person may become a member (without voting power on payment of an annual subscription as set by the NZPA.

#### c. Life Member:

Any person may become a Life Member (without voting power) on payment to the Association of a Life Membership fee as set by the NZPA.

#### d. Honorary Life Member:

- i. A person who, in the opinion of the NZPA has rendered outstanding service to the N.Z. Ploughing Association (Inc.) and its promotion and encouragement of interest in ploughing throughout New Zealand.
- ii. Such a person can be nominated by the N.Z. Ploughing Association Executive Committee for ratification by the Annual General Meeting.
- iii. An affiliate member may nominate an Honorary Life Member of his or her own affiliate giving in the required citation a record of long involvement and past activities with their own affiliate and region. Such nominations when considered and approved by the N.Z. Ploughing Association Executive Committee will be placed before the Annual General Meeting for ratification.
- iv. Nominations must be in writing and in the hands of the Secretary 30 days prior to the Annual General

**5. Roll of Members:**

The names and addresses of all members shall be entered in a register kept for the purpose. Such a register shall be open for inspection at any General Meeting or Annual General Meeting of the Association.

**6. Resignations:**

- a. Members may resign by giving notice in writing to the NZPA General Secretary of such resignation but will be liable for the subscription or fee for the financial year in which the resignation is received.
- b. If after 2 years a member is unfinancial, that member will cease to be included on the membership roll.

**7. Voting Power:**

- a. Affiliate delegates and/or Executive members or deputies and co-opted members shall have equal rights at general meetings of the association. No person shall exercise more than one vote.
- b. Any affiliate whose subscription or fee to NZPA is in arrears at the time of the Annual General Meeting or General Meeting shall not be entitled to hold voting rights at that meeting.
- c. The President may exercise a casting vote.
- d. Subject to sub-clause (7a) above, members of the Executive Committee may, ex officio, exercise a vote at the Annual General Meeting PROVIDED ALWAYS that should a member of the Executive Committee also be a regional delegate then this sub-clause shall not entitle such a member to exercise more than one vote.
- e. Voting at the Annual General Meeting and General Meetings shall in the first place be on voices and, if called for, a show of hands or paper/confidential ballot. Two scrutineers will be selected from the floor.

**8. Conduct:**

- a. If the conduct of any member or affiliate shall, in the opinion of the Executive Committee, be injurious or likely to be injurious to the character or interests of the NZPA the Executive Committee may resolve to give notice of motion for the next General Meeting or Annual General Meeting of the NZPA to terminate the membership of such member or affiliate.
- b. Notices of such meeting shall be sent to the accused member or affiliate advising the place, date and hour so that they may be present or represented to offer explanation. If at this meeting a resolution to expel is passed by a two-thirds majority of members present the members or affiliate's name shall be forthwith erased from the list of members.

**9. Management:**

All concerns of the NZPA and all arrangements for its management shall be conducted by an Executive Committee of eleven regional elected members consisting of the President, two Vice Presidents, Immediate Past President, not more than seven other regional members and a General Secretary and Treasurer together with Sub-Committees and other Officers or co-opted members as the Committee may deem necessary to appoint.

**10. Election of Officers, Executive Committee and Regional Committees:**

- a. The Association shall have Patrons who may be appointed by the Executive Committee.
- b. The President shall hold office for one year, unless the occasion arises, it is desirable to appoint him, or her, for a further year, that following year shall be Immediate Past President, after which he, or she, automatically retires and may be eligible for nomination as a regional member of the Executive Committee. All Executive members are eligible for nomination as President, Vice President, Deputy Vice President and Treasurer and are elected annually by the executive committee.
- c. Regional members of the Executive Committee shall be appointed in regions as follows:
  - Upper North Island 2
  - Lower North Island 2
  - Nelson/Marlborough 1
  - Canterbury/North Otago 3
  - Otago/Southland 3

- d. The required number of regional members shall be elected at Regional Committee meetings prior to the Annual General Meeting and the Executive Committee NZPA General Secretary notified of those elected.
- e. The newly elected Executive Committee shall take office 30 days following the National Championships in the fiscal year succeeding their election.
- f. Two members (one being the Immediate Past President) shall retire by rotation each year and may be eligible for re-election except the member appointed to the World Ploughing Organisation Governing Board who shall come up for election at the first opportunity after 5 years.
- g. A Regional committee shall consist of two representatives of each affiliate association within a region, together with the Executive Committee members in that Region.

## 11. Meetings:

- a. Executive Committee meeting shall be called by the General Secretary or the President, ~~by giving at least~~ no less than 21 days notice of such meeting, except under urgent circumstances provided however that such Executive Committee meetings may be conducted by way of a conference call or by way of a Minute Book entry as shall be determined from time to time by the General Secretary or President.
- b. A quorum of 6 Committee members will be the minimum number required to conduct the business of an Executive Committee Meeting.
- c. Sub-Committee meetings shall be called by the Chairman or Convenor of the Sub-Committee concerned giving at least 21 days notice for such meetings except under urgent circumstances when shorter notice will suffice.
- d. Regional Committee meetings shall be convened by the Regional Committee Chairman. The function of such Regional Committees is to co-ordinate ploughing events in the region, elect regional representatives to the Executive Committee as required, nominate Judges for the NZ Ploughing Championships, stimulate interest in ploughing competitions in the region, further the aims and objects of the Ploughing Association and co-operate in organising a N.Z. Ploughing Championships.

## 12. General Meetings:

- a. The Annual General Meeting shall be held at the time and place of the NZ Ploughing Championship Contest.
- b. Special General Meetings may be called by the Executive Committee.
- c. Any General Meeting shall consist of the Executive Committee together with affiliate delegates or their deputies as notified to the Association's secretary as required by clause 4a.
- d. Thirty days written notice of any General Meeting of the NZPA shall be given to each member.
- e. The quorum for any General Meeting of the NZPA will comprise twelve members, delegates, or financial affiliates and six executive committee members.
- f. Remits for consideration at any General Meeting or Annual General Meeting must be sponsored by an affiliate Association, signed by its President and/or Secretary, and be in the hands of the General Secretary of the Executive Committee two months prior to the said Annual General Meeting for distribution with the meeting agenda.

## 13. Minutes:

The Minutes of the proceedings of all meetings shall be recorded in a book or books provided for that purpose, and the minutes of the preceding meeting shall be presented at the next subsequent meeting for approval and confirmation by vote

## 14. Alteration to Constitution:

- a. The Executive Committee may propose alteration to the NZPA Constitution for submission to any General Meeting or AGM.
- b. Alterations or additions to the New Zealand Ploughing Association's Constitution for consideration at any General Meeting or AGM must be sponsored by an affiliate Association, signed by its President and/or Secretary and be in the hands of the General Secretary of the Executive Committee 3 months prior to the said General Meeting or AGM for distribution with the meeting agenda.

## 15. Competition Rules:

The Executive Committee shall each year approve a set of Competition Rules under which the ploughing competitions under its jurisdiction are to be conducted. The Executive Committee shall have the power to amend, delete or add to the Competition Rules, as necessary.

## 16. Finance:

- a. The New Zealand Ploughing Association's financial year will be from 1<sup>st</sup> January to 31<sup>st</sup> December inclusive.
- b. **Receipts:** Monies provided to the Treasurer and will be deposited into the NZPA account nominated by the Executive, or electronically banked directly into the nominated account.
- c. **Expenses:** All expenses incurred, having been authorised by the Executive Committee or the General Secretary in the administration of the Association and in the organisation of the Association's work shall be submitted to the subsequent meeting of the Executive Committee and, if approved for payment, shall be defrayed out of the funds of the Association.
- d. **Accounts:** Notwithstanding the requirements of the preceding clause in that all accounts must be approved for payment by the Executive Committee, to allow settlement of normal trading and similar accounts, such accounts will be paid by using electronic banking as early as may be convenient and desirable and presented at the next Executive Meeting for approval.
- e. All payments shall be made by the Treasurer using electronic banking, along with either of the two signatories designated by the Executive Committee for final approval.
- f. The Executive Committee will have full control of the investments and funds of the NZPA subject to the restriction contained in 16g.
- g. The Executive Committee has cause to establish a special reserve fund which will be a minimum of \$250 000.00 of the total funds which will be deposited in a trading bank or banks.
- h. Excluding the annual operational costs the remaining funds are available for investment.

i. Interest derived from the special reserve fund may be applied at the discretion of the Executive Committee towards the expenses of administering the Association or may be added to the capital fund.

j. The Executive Committee shall not withdraw any capital sum from the special reserve fund without first obtaining authority to do so from the Annual General Meeting by passing of a resolution by no less than a three quarters majority of the delegates and Executive committee members present at that meeting.

**17. Common Seal:**

The General Secretary shall be custodian of the Common Seal which shall be affixed by The General Secretary only upon the authority of the Executive Committee to such documents only as are signed by the President, Secretary and any such other member as the Executive Committee may decide.

**18. Dissolution:**

- a. In the event of the NZPA being wound up or becoming defunct, all trophies not won outright will be returned to the donors or their heirs and assigns.
- b. If any other property remains after the winding up or dissolution of the NZPA and the settlement of all the NZPA's debts and liabilities, that assets must be given or transferred to another organisation that is charitable under New Zealand law and has purposes similar to those of the NZPA being wound up.

**19. Other Questions:**

The Executive Committee shall have full authority to deal with and dispose of any question which may arise on any matter whatsoever which is not expressly provided for by this Constitution and the Competition Rules.

20. Policies