

# MEMORANDUM

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Date: 25 May 2015

Subject: **Cycling Southland Incorporated – Proposed Constitution amendments**

## 3. Definitions and Interpretation

“Federation” means Cycling NZ, the national affiliate to the International Cycling Union.

## 8. Executive

8.1 The Society shall be controlled and its affairs shall be administered by the Executive.

8.2 The Executive shall consist of up to seven (7) members comprising the following:

(a) The President and three (3) further elected members all of whom shall:

- i. Be elected at each Annual General Meeting of the Society,
- ii. Hold office from the conclusion of the Annual General Meeting at which they are elected as follows:
  1. The President elected at the 2015 Annual General Meeting shall hold office for one (1) year. From the 2016 Annual General Meeting the President shall hold office for two (2) years.
  2. Two elected members shall hold office for two (2) years.
  3. One elected member, elected at the 2015 Annual General Meeting shall hold office for one (1) year. The process for determining which elected member will hold office for one (1) year is to be decided by the Executive calling for a volunteer or ballot. From the 2016 Annual General Meeting all elected members shall hold office for two (2) years.
- iii. Be eligible for re-election

(b) Three (3) members of the Society, shall be appointed and:

- i. Shall represent key aspects of the Society's operations, including financial oversight if not already elected under the terms of 8.2(a)
- ii. Shall be appointed by the elected members referred to in clause 8.2(a) as soon as possible following the Annual General Meeting of the Society for two (2) years.
- iii. May include, if agreed by the persons referred to in clauses 8.2(a) the Immediate Past President of the Society.

(c) A Vice President is to be selected from either the elected members referred to at clause 8.2(a) or appointed members at 8.2(b) by the Executive at the first meeting following the Annual General Meeting to serve a term of one (1) year from the 2015 Annual General Meeting. Following the 2016 Annual General Meeting the Vice President shall be selected as above and hold office for two (2) years.

8.3 All members of the Executive shall be entitled to attend all meetings of the Executive and shall be entitled to vote at such meetings.

8.4 Four (4) Executive members, in attendance shall form a quorum for meetings of the Executive. If a quorum is not present at any stage, the meeting shall be adjourned.

- 8.5 Unless otherwise determined by the Executive, a member of the Executive shall forfeit their seat if they have been absent from two (2) or more consecutive meetings without leave.
- 8.6 Should a vacancy occur in respect of any member of the Executive, the remaining members of the Executive may fill such vacancy until the next Annual General Meeting.
- 8.7 The Executive shall have full authority to take such actions as it deems necessary to administer the Sport within the context of this Constitution and any By-laws of the Society, including authority to do the things specified in Rule 5.
- 8.8 The Executive shall meet at least bi monthly or as necessary to transact the business of the Society.
- 8.9 This clause is subject to any variation as approved at any Special General Meeting of the Society.