



**Rules of the
WEST COAST ALPINE CLUB INCORPORATED**

These Rules are printed correct to the 3 July 2014, incorporating the amendments accepted 1 June 2006, 23 July 1998, and 20 November 2013 into the 30 September 1951 Rules.

No member committing a breach of any rule will be excused on the plea of ignorance.

NAME

1. The name of the Club shall be the "West Coast Alpine Club Inc."

INTERPRETATION

2. In these Rules, unless a contrary intention appears, "Club" means the West Coast Alpine Club Inc."

"Committee" means the Committee for the time being appointed under Rule 12 of these Rules.

"Financial Year" of the Club extends from the first day of April in any year until the last day of March in the succeeding year.

"Membership Year" of the Club extends from the first day of June in any year until the last day of May in the succeeding year.

Words importing the masculine gender only, include the feminine gender; and words importing singular number shall include plural and vice versa.

OBJECTS

3. (a) To encourage walking, climbing, mountaineering and alpine sports in New Zealand.
- (b) To open up and develop resorts and arrange facilities in connection therewith.
- (c) To protect native flora and fauna and the natural features of the country.
- (d) To arrange trips to West Coast and other districts.
- (e) To procure and assist in the formation of new, and help in the upkeep of existing and future tracks and routes.
- (f) To procure and provide equipment for existing huts and for their extension and to help provide new huts and generally to procure and provide facilities and accommodation for trampers.
- (g) To arrange for outdoor sports and provide Club Houses, grounds and courses therefor.

(h) To arrange and encourage social intercourse between members.

(i) To establish a library and literature connected with the objects of the Club and to publish and issue a Club Magazine.

(j) To acquire the freehold of, or take on lease, or as a tenant for term or hire any real or personal property for the purposes of the Club, and to dispose of property no longer required.

(k) To empower the Committee to expend the funds of the Club in or about the attainment of any of the foregoing objects.

(l) To act in co-operation with the Government, or any other Club, Committee, Society, or Institution, for the promotion of the above objects.

(m) To encourage amateur photography among members.

(n) In construing the foregoing objects the construction of any clause shall not be limited or restricted by reference to any other clauses.

(o) In the furtherance of any of the objects or in the application of any of the Rules no member of the Club shall receive any pecuniary gain other than that allowed by the Incorporated Societies Act, 1908.

CONSTITUTION

4. The Club shall consist of Honorary Members, Life Members and Ordinary Members.

MEMBERSHIP

5. Membership is conferred on an individual or family upon receipt of their completed Membership Subscription form and full payment of the applicable subscription fee.
6. The Committee may elect Honorary Members, by motion duly proposed and seconded. Honorary Members shall be entitled to all the privileges and benefits of membership, except that they shall not vote upon any question affecting the finances of the Club and shall not be qualified to serve on the Committee.

LIFE MEMBERS

7. On the recommendation of the Committee any person who has rendered special service to the Club, or to the furtherance of its objects, may be elected a Life Member at any General Meeting of the Club, and shall thereafter be entitled to all the privileges of membership without paying the annual subscription. A two-thirds majority of those present and voting shall be necessary for such election.

ENTRANCE FEE AND SUBSCRIPTION

8. The Club may, if it thinks fit, impose such entrance fee as it may from time to time determine.
 - (a) The annual subscription fees for Ordinary Members shall be set at a General Meeting.
 - (b) The first subscription of any member joining after the first day of December shall be half the annual subscription sum. All annual subscriptions are to be payable to the treasurer in advance, on or before the first day of June in each year.
 - (c) A short-term membership of seven consecutive days shall be available to visitors to allow them to access the Climbing Wall facility within that period. This membership shall not entitle the holder to any other member privileges. The fee shall be set by the committee.

DEFAULT IN PAYMENT OF SUBSCRIPTION

9. If any member shall fail to pay his annual subscription on or before the first day of July next after it has become due, notice shall be sent him calling his attention thereto. If such subscription be not paid within one calendar month after such notice, the defaulter shall cease to be a member of the Club.

CHARGE FOR SPECIAL PRIVILEGES

10. The Committee may make a charge to members using any Club property or privilege in respect to that user.

EXPULSION

11. The Committee may expel from membership any member wilfully disobeying any of these Rules or guilty of any conduct rendering him, in their opinion, unfit to be a member of the Club, provided that before expelling him the Committee shall call upon him for an explanation of his conduct and shall hear what he may wish to urge in his defence. The decision of the Committee herein shall be absolute.

Any member duly expelled shall forfeit all claims to or rights in the property of the Club.

COMMITTEE

12. The entire management of the Club and its property shall be deputed to a committee consisting of a President, Vice President, Club Captain, Secretary, Treasurer and four other members, not less than two of whom shall be ladies. As from the first day of June, 1936, the number of Vice Presidents shall not exceed two (2).
13. The Committee shall be elected at the Annual General Meeting but shall have power to appoint a member to fill a casual vacancy on the Committee.
14. The Committee may set up Sub-Committees whether of members of the Committee or not, wherever deemed expedient for the purpose of more effectually carrying out the objects of the Club.

15. At any meeting of the Committee, four shall constitute a quorum, and the Chairman shall have a deliberate and casting vote. The Club Captain, if present, shall be Chairman; if he is not present, the meeting shall elect another Chairman.
16. A meeting of the Committee may be called at any time by the President or Secretary, and shall be called within seven days of the receipt by the Secretary of a requisition signed by three members of the Committee.
17. Notice of any meeting shall be given to every member of the Committee by posting to him, or otherwise notifying him, at least three days before the time appointed for the meeting, a memorandum of the time and place of such meeting.
18. The Committee shall have power to make from time to time such Regulations, not being inconsistent with these Rules, as they may deem to be necessary for the well-being of the Club, and such Regulations shall be binding on every member until set aside by a General Meeting.
19. The Committee may from time to time form branches of the Club wherever deemed expedient, and may set up Sub-Committees to manage such Branches.

ANNUAL GENERAL MEETING

20. The Annual General Meeting shall be held on some day in the month of May in each year to be determined by the Committee.

EXTRAORDINARY GENERAL MEETING

21. The Committee may at any time and shall within seven days after the requisition in writing of at least ten members (which requisition shall be set out in the form of resolutions, the business proposed to be transacted at such meeting) convene an Extraordinary General Meeting for any specific purpose or purposes.

NOTICE OF GENERAL MEETINGS

22. The Secretary shall at least seven days before any General Meeting send to every member at his address in the Club Books, a notice stating the time when, and the place where it will be held.

PROCEDURE AT GENERAL MEETINGS

23. At all General Meetings the chair shall be taken by the President or Club Captain, or if they are not present, by a Vice-President or some member chosen by the meeting. Every member shall have one vote, and, in case of equality of votes, the Chairman shall have a second or casting vote. The quorum at a General Meeting shall be ten (10) members. Unless a poll is demanded by at least six members, voting shall be by voice, or if any member present so desires, the Chairman shall call for a division, which shall be indicated by a show of hands.

ALTERATION OF RULES

24. These Rules may be repealed, altered, or added to by a resolution at a General Meeting, the notice of which shall have specified the proposed repeal, alteration or addition; but nothing in this Rule shall prohibit the amendment by the General Meeting of any proposal which has been specified in the Notice.

DUTIES OF SECRETARY

25. The Secretary shall keep and have the custody of -
- (1) A Minute Book containing full and correct minutes of all meetings,
 - (2) A Register of members' names and contact details.
- The Secretary shall keep such records up to date.

DUTIES OF TREASURER

26. The Treasurer shall keep and have the custody of -
- (1) Such books of account as the committee may from time to time require
- The Treasurer shall keep all entries in such books properly up to date.
- They shall also forward to the Registrar of Incorporated Societies such Notices and Returns (including the Annual Financial Statement) as the Registrar shall from time to time require.

BANK ACCOUNT

27. A Bank Account shall be kept at such bank as shall from time to time be determined by the Committee. The Committee shall from time to time authorise any one member of the Committee, together with the Treasurer, to operate on such account and all cheques, bills, promissory notes, or other negotiable instruments requiring to be signed, made, or endorsed by the Club, shall be signed, made, or endorsed, for and on behalf of the Club by such member and the Treasurer.

FINANCIAL YEAR

28. The Financial Year of the Club shall end on 31 March in each year, to which day the accounts shall be balanced.

FINANCIAL STATEMENTS

29. The Financial Statements shall be prepared for reporting at the Annual General meeting.
30. A Statement of Income and Expenditure and a Balance Sheet shall be prepared and be available to each member of the Club.

DUTIES OF MEMBERS

31. It shall be the duty of all members to assist in the preservation of the tracks on any territory which they traverse, in the keeping clean of huts and equipment, and in the protection of the forest, native bird and animal life, to report to the Secretary any poaching, or damage done to the huts and their equipment.
32. Every member shall from time to time communicate to the Secretary his address, and all notices sent to such address shall be considered as having been duly given.
33. The Annual General Meeting may donate to any deserving object or person, including members of the Club, or may co-operate with other persons or bodies in so doing, such sum of money or other consideration as it may deem suitable, either for services to the Club or for the furtherance of such object.

SPECIAL TRIPS

34. The Committee may impose such special fee as it thinks fit upon members participating in any trip which the Committee declares to be a special trip.

COMMON SEAL

35. The Common Seal of the Club shall be kept by the Secretary, and shall not be affixed to any document, instrument, deed, writing paper, or other thing unless a resolution to that effect has been passed by the Committee. Such Seal shall be affixed by the Secretary in the presence of two other members of the Committee, and the Secretary and other members aforesaid shall sign such document, instrument, deed, writing paper or other thing.

BORROWING POWERS

36. The Committee shall have power to borrow such amounts and on such terms as it thinks fit and to give as security for the repayment of sums borrowed and interest thereon, such security as the Committee deems expedient.

INVESTMENTS

37. All Funds of the Club shall be paid into the Club Bank Account and any part thereof may, if the Committee so determine, be invested in manner provided by "The Trustee Act, 1956," or any Act amending or replacing the same.

CLUB BADGE AND COLOURS

38. The Committee may if it thinks fit make arrangements for securing Club Colours and a Club Badge, and all members of the Club shall be entitled to apply for and wear such Colours and Badge.

RULES AS APPERTAINING TO ARTHUR'S PASS HUT

39. Application for Use of Hut.—Application for the use of the Hut is to be made to a committee member. Club members are to have priority.
40. Hut Fees will be reviewed and set at a General meeting. The person given the door code is responsible for payment of hut fees for their party.
41. Door Code: the current door code must be obtained from the President, Secretary, Treasurer, Club Captain or designated committee member.
42. General Hut Rules, to apply to all huts owned by the Club:
- (a) The Hut must at all times be treated with care and left in a clean and tidy condition.
 - (b) All cooking utensils to be thoroughly cleaned and left in a hygienic condition.
 - (c) Opened tins, bread, vegetables, scraps, etc., must not be left in the Hut.
 - (d) All empty tins and other rubbish must be disposed of in a responsible manner.
 - (e) Rules regarding use of water system must be observed(see Hut notice).
 - (f) All firearms must be unloaded and the bolt removed prior to entering the Hut.
 - (g) National Park rules should be followed.
 - (h) Particulars re hire of equipment may be obtained from the Club Secretary.

WINDING UP OF THE CLUB

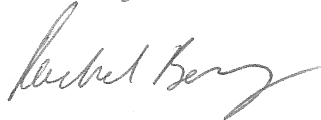
43. In the event of the winding up of the Club, the winding up is to be in the manner provided by the Incorporated Societies Act.
44. Any property remaining after all the liabilities of the Club have been discharged is to be vested in the Arthur's Pass National Park Board in trust for the improvement and construction of tracks on the Arthur's Pass National Park and of huts and conveniences in connection therewith.

Alteration of rules accepted (sign and date):

Jack Grinsted – President



Rachel Berry – Secretary



22/8/14

Karen Grant - Treasurer



4/08/14