Constitution of Anime Club

1. NAME OF CLUB

1.1 The name of the Club shall be the Anime Club

2. DEFINITION AND INTERPRETATION

2.1 'OUSA' refers to the Otago University Students' Association Inc.

2.2 'The Club' refers to the Anime Club

2.3 "The rules of OUSA" refers to the OUSA Constitution and Policy or resolutions as set by the SGM, referenda, or the OUSA Executive."

2.4 Ordinary Resolution refers to a motion requiring a majority positive vote to pass.

2.5 Special Resolution refers to a motion requiring a two-thirds majority positive vote to pass.

2.6 The Club Committee shall, subject only to the OUSA Executive, be the sole authority for the interpretation of these rules. The decisions of the Club Committee shall be binding, subject only to the right of appeal to the OUSA Executive.

2.7 These rules are to be read in conjunction with the OUSA Affiliation policy.

2.8 This constitution is subject to the rules of OUSA and shall be void and of no effect to the extent of their conflict with the rules of OUSA.

3. OBJECTIVES OF THE CLUB

3.1 The objectives of the Club shall not, in any significant way, contradict the objectives of OUSA.

3.2 The objectives of the club shall be: to bring together fans of Japanese animation, and to foster a community that can create, share and enjoy the subculture through social gatherings.

4. POWERS OF OUSA WITH RESPECT TO THE CLUB

4.1 Affiliation to OUSA shall not limit or affect the rights and powers of OUSA or any of its committees in respect of any matter.

4.2 The OUSA Executive may, at any time, by ordinary resolution:

- 4.2.1 Inspect the Club's financial records, asset register, and membership list;
- 4.2.2 Appoint a committee to conduct an examination of the affairs of the Club and to report thereafter to the OUSA Executive;
- 4.2.3 Convene a Special General Meeting of the Club for any purpose;
- 4.2.4 Appoint a temporary Club Committee to replace the regular Club Committee for such time, and with such powers, as the OUSA Executive may determine;
- 4.2.5 Disaffiliate the Club.

5. POWERS OF THE CLUB

5.1 The Club is not formed for the pecuniary gain of its members.

- 5.1.1 The Club may make payment as reasonable remuneration to any servant or officer of The Club or the payment of reasonable expense to any authorised representative or delegate of the Club.
- 5.1.2 Reasonable remuneration shall not exceed market rates for the provision of equivalent goods or services.

6. AFFILIATION

6.1 The Club shall be affiliated to OUSA.

6.2 The Club and its members present and future shall be bound by the rules of OUSA, and every such Club and all such members shall be so bound in all respects. Where the OUSA constitution is not expressly mentioned in the constitution of the Club, the provisions of the OUSA constitution shall be read into the document.

6.3 The Club's affiliation to OUSA shall automatically lapse if The Club fails or ceases to comply with the OUSA Affiliation Policy or Section 18 of the OUSA Constitution and Rules.

6.4 The Club shall not become affiliated to or in any way connected with any other organisation without the consent of the OUSA Executive.

6.4.1 Any affiliation to any other body entered into without the OUSA Executive's consent shall be null and void.

7. LIABILITIES INCURRED BY THE CLUB

7.1 The Club shall not enter into any loan agreement of a value greater than NZ$1000 without approval by ordinary resolution of the OUSA Executive.

7.2 OUSA shall not be responsible for any liabilities or debts incurred by the Club.

8. MEMBERSHIP

8.1 The Club shall, in normal circumstances, have no less than 90% of total membership comprised of OUSA/OPSA members.

8.2 The Club shall in normal circumstances have no less than ten members.

8.3 Membership of the Club shall be open to all members of OUSA/OPSA.

8.4 Membership can be restricted to a subsection of OUSA/OPSA members provided that the restrictions do not contravene the laws of New Zealand.

8.5 Persons shall become members of the Club when an application for membership is given in writing to the Club Committee and accompanied with the annual subscription fee (if applicable).

8.6 The Club shall only levy upon its members such fees or subscriptions as have been ratified by the AGM of the Club.

8.7 Any member of the Club who does not pay any required subscription within one calendar month of joining shall not be permitted to exercise the privileges of membership until the subscription is paid.

8.8 Membership shall be deemed to continue until a formal resignation is received by the Club Committee.

8.9 A club member may not be suspended or expelled unless the committee resolves to do so by special resolution.

8.9.1 The suspended member will be relieved of any powers and responsibilities and is not permitted to attend club activities.

8.9.2 A special general meeting must be called within three months to expel the member or the suspension lapses.

8.10 The following procedure must be used to expel a club member:

8.10.1 Written notice of any meeting regarding the expulsion and of the basic allegations and charges against the member must be received in person 30 days prior to the meeting taking place.

8.10.2 That a special general meeting is called which the member to be expelled may attend in person, or submit in written form, grounds for his or her defence.

8.10.3 The motion to expel a club member must be passed by special resolution.

8.10.4 That the member is informed in writing of the decision of the meeting and the length of his or her expulsion.

8.11 Where a member of the Club is expelled, that member shall have the right of appeal to the OUSA Executive.

9. ANNUAL GENERAL MEETING (AGM)

9.1 The Annual General Meeting (AGM) of the Club shall be held during the month of September at such time and place as the Club Committee shall decide.

9.2 The AGM shall be held for the following purposes:

9.2.1 To receive, from the Club Committee, a report of the proceedings of the previous year and a statement of the Club accounts;

9.2.2 To elect the officers of the Club Committee for the following year;

9.2.3 To conduct any general business.

9.3 The President, or in their absence any member appointed by the meeting, shall be chair of the meeting.

9.4 Every motion shall be moved by one Club member and seconded by another.

9.5 Every member present shall be entitled to one vote,

9.5.1 In the case of an equality of votes the Chair shall have a second or casting vote.

9.6 The quorum shall be 20 per cent of the Club's total members or 6 members, whichever is greater.

9.7 At least 14 days notice of the AGM shall be given to all members, by posting a notice on the OUSA notice board and/or Facebook/e-mails.

9.7.1 The notice shall include an agenda of business to be conducted at the AGM.

10. SPECIAL GENERAL MEETINGS AND NO CONFIDENCE VOTES

10.1 The Club Committee on their own behalf or on the signed request of a quorum of members may at any time call a Special General Meeting.

10.1.1 If the Club Committee does not call a meeting within 14 days of receiving such a request, the requestors may themselves call a Special General Meeting.

10.1.2 Notice of a Special General Meeting shall be given in the manner described above for an AGM.

10.2 The conduct, voting procedures and quorum of a Special General Meeting shall be the same as those prescribed for the AGM.

10.3 At any Special General Meeting a motion of no confidence in the Club Committee, or any member thereof, may be passed by special resolution provided that 14 days notice of such intention has been given.

10.3.1 On the passing of such motion, the Committee member shall be deemed to have resigned and the meeting shall then have the power to, and may proceed to, elect a new Committee member to the vacant position (s).

10.3.2 Such new member shall hold office until the next AGM.

11. CLUB OFFICERS AND THEIR ELECTION

11.1 The management and control of the Club shall be deputed to the officers of the club who represent the Committee of the Club.

11.2 The Committee of the Club shall consist of a maximum of 10 people, being the President, Co-President (if applicable), Secretary, Treasurer and 6-7 others all of whom shall be elected at the Annual General Meeting.

11.3 Every candidate for office shall be nominated at the meeting by one member of the Club and seconded by another.

11.4 Every member present at the meeting shall be entitled to one vote.

11.5 In the event of two or more candidates receiving an equal number of votes, the chair of the meeting shall have a second or casting vote.

11.6 The Club Officers shall hold office for one year following their appointment or until an officer resigns.

11.6.1 Such resignation shall be effective immediately upon receipt in writing by the committee.

11.6.2 If a vacancy on the Club Committee occurs during the year, providing that a quorum remains, the Club Committee may appoint any member to fill such a vacancy, unless it has occured due to a no confidence vote.

11.6.3 If a vacancy occurs due to a no confidence vote then section 10 of this constitution applies.

12. THE CLUB COMMITTEE

12.1 The Club Committee shall have full power at its meetings to deal with all matters relating to the objectives of the Club.

12.1.1 Any matters relating to the interpretation of these rules;

12.1.2 Except where power is vested in the Club at a general meeting.

12.2 All decisions shall be valid and binding on the members, only so far as they do not conflict with these rules, the rules of OUSA, or decisions of the OUSA Executive.

12.3 The Club Committee shall meet at such times as it deems fit.

12.4 The President, or in their absence, any member appointed by the Club Committee, shall, in the case of an equality of votes, have a second or casting vote at all Club Committee meetings.

12.5 The quorum for Club Committee meetings shall be at least 3 Club Committee members.

12.6 One member of the Club Committee shall be elected to represent the Club on the OUSA Affiliated Clubs Council.

13. FINANCE, PROPERTY AND RECORDS OF THE CLUB

13.1 The funds of the Club shall be in the control of the Club Committee, which will depute the Treasurer to manage them.

13.2 The Treasurer shall also:

13.2.1 Keep a true record and account of all the receipts and payments of the Club including bank statements;

13.2.2 Prepare the statement of accounts and balance sheet for the financial year;

13.2.3 Keep the Club's asset register up to date.

13.3 The Secretary shall:

13.3.1 Keep a true record and account of the proceedings and meetings of the Club and the Club Committee;

13.3.2 Keep a correct and up to date membership list;

13.3.3 Conduct and archive all correspondence relating to the club.

14. DISAFFILIATION OF THE CLUB FROM OUSA

14.1 A club may disaffiliate from OUSA at any time by notifying the CDO in writing.

14.1.1 Such notification will provide reasons for why the club is disaffiliating from OUSA.

14.1.2 Notification will be provided by supplying the Club's AGM Minutes to that effect.

15. DISSOLUTION OF THE CLUB

15.1 If the club's committee members are unable to be contacted using all possible means for a period of six months the club will be deemed to be dissolved.

15.2 Upon dissolution of the Club:

15.2.1 All funds remaining after debts have been cleared will be distributed to OUSA.

15.2.2 All assets will be distributed to OUSA.

16. AMENDMENT OF THIS CONSTITUTION

16.1 Proposed amendments to the constitution of the Club must be approved by the OUSA Finance and Services Officer prior to ratification at the Club's General Meeting.

16.2 These rules can only be added to, repealed or amended by special resolution at an Annual or Special General Meeting of the Club, provided that no resolution shall be deemed to have passed unless:

16.2.1 14 days notice of the proposed amendment has been given;

16.2.2 Once ratified at a General meeting of the Club, the new constitution must be submitted to the OUSA executive and approved by ordinary resolution.