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### Certificate - Alteration of rules

Section 21 Incorporated Societies Act 1908

#### 1. Name of society

New Zealand Ice Hockey Federation Inc.

#### 2. Society number

305356

I certify that the rules that are endorsed with this application have been approved by a majority of the members of the society and comply with Section 6 of the Incorporated Societies Act 1908.

#### Name

Grant Hay

#### Position

President

#### Signature

#### Date

23 February 2009

#### 3. Checklist before filing your application

- Does the rule alteration include a name change for the society?
- If the name of the society is being changed, have you checked that the society's name is available by conducting Register Searches at both [www.societies.govt.nz](http://www.societies.govt.nz) and [www.companies.govt.nz](http://www.companies.govt.nz) ?
- Has this certification been completed by an officer of or a solicitor for the society?
- Is a copy of the rule alteration(s) attached? This can either be a complete copy of the updated rules with the alterations underlined or in bold type, or a copy of the particular rule(s) that were altered.
- Has the copy of the alteration to rules been signed by three members of the society?



#### What must be included in your rules?

Section 6 of the Incorporated Societies Act 1908 requires that a society's rules include the following:

NPC# 08  
10 MAR 2009

- The name of the society (ending with the word Incorporated)
- The objects for which the society is established
- How people become members of the society and cease being members of the society
- How meetings of the society will be called and held and how voting will take place
- How officers of the society will be appointed
- Control and use of the common seal
- How the society's funds will be controlled and invested
- The powers (if any) that the society has to borrow money
- How any property of the society will be distributed in the event of the society being wound up
- How the rules of the society can be altered.

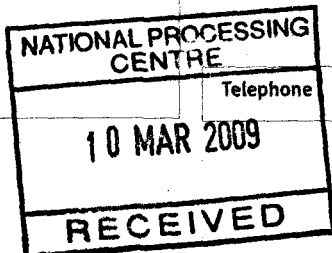
#### 4. Your contact details

##### Name and postal address

Grant Hay  
25 Orskov Ave  
Epsom Auckland

##### Email (optional)

~~g.hay@nzihf.co.nz~~



##### Telephone

~~021 271 1111~~

# THE NEW ZEALAND ICE HOCKEY FEDERATION INCORPORATED

## CONSTITUTION

### 1. NAME

The name of the Federation shall be "The New Zealand Ice Hockey Federation Incorporated".

### 2. OBJECTS

The objects of The Federation shall be the promotion of the sport of ice hockey in New Zealand, the assistance with the organisation of national and international ice hockey competitions and exhibition matches, the facilitation of communication and cooperation between ice hockey organisations both within New Zealand and internationally, and other such business incidental to the main objects outlined in this clause.

### 3. MEMBERSHIP

3.1. The New Zealand Ice Hockey Federation Incorporated, referred to in the rules as "The Federation", shall consist of

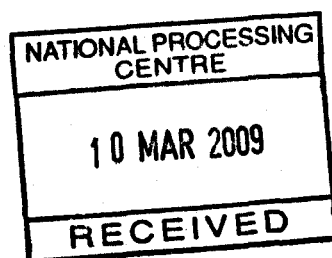
3.2. Affiliated Associations: application for membership shall be in writing, accompanied by the names of all members of the Association, and considered at an Annual General Meeting. An Association shall be elected only if seventy-five (75) per cent of the votes taken are in favour of its election.

3.3. Affiliated Incorporated National bodies: an Incorporated National body may make application in writing for affiliation to the New Zealand Ice Hockey Federation and be considered at an Annual General Meeting. An Incorporated National body may be accepted for affiliation only if seventy-five percent (75%) of the votes taken are in favour of its election. The basis of the affiliation would be determined by a separate individual affiliation agreement between the NZIHF and the other National body.

3.4. Ordinary Members: ordinary membership shall be automatic for every individual who belongs to an Affiliated Association.

3.5. Individual Members: Individuals not associated with an Affiliated Association may apply in writing for individual membership for approval by the Committee. An individual shall be elected only if seventy-five (75) per cent of the votes taken are in favour of the individual's election.

3.6. Life Members can be considered at an Annual General Meeting of the NZIHF.



#### **4. RESIGNATION AND FORFEITURE OF MEMBERSHIP**

- 4.1. An Affiliated Association or individual member may resign from membership at any time by giving notice to the Secretary of The Federation of their intention to do so, but resignation shall not relieve an Affiliated Association or individual member from liability to pay any amounts that may be due to The Federation.
- 4.2. If in the opinion of the Committee it is desirable in the interests of The Federation that any Affiliated Association or individual member should cease to be a member, the Committee shall call a General Meeting to consider the matter; the notice of the meeting to contain sufficient details of the business to be discussed.

#### **5. ALTERATION OF CONSTITUTION**

These articles shall not be altered, added to or rescinded save at a General Meeting. No motion to alter, add to or rescind these articles shall be deemed in order unless the proposed motion shall have been set out in length among the business to be transacted in the notice convening the meeting.

#### **6. MEETINGS AND VOTING THEREAT**

- 6.1. The Annual General Meeting of The Federation shall be held in February.
- 6.2. General Meeting of The Federation may be convened at any time by the Committee.
- 6.3. Special General meetings of The Federation may be requested by five Committee members of The Federation upon giving the Secretary in writing, full details of the business to be discussed. If the Special General Meeting is not held within four weeks after a requisition for that purpose has been sent to the Secretary, the five members may call a meeting themselves.
- 6.4. Meetings of the Management Committee may be convened at any time by the President by posting notices giving SEVEN days notice.
- 6.5. At General Meetings, 8 financial members present shall form a quorum. In the event of equality of votes the Chairman, in addition to any vote he may have exercised as a member, shall have a casting vote.
- 6.6. Annual, Special and General Meetings shall be called by posting notices thereof specifying the time and place of the meeting and the business to be transacted thereat, FOURTEEN clear days at least before the meeting, to every Affiliated Association and individual member.
- 6.7. At Annual, Special and General Meetings, those entitled to be present and the voting rights shall be based on the proportion of fully paid up registered NZIHF players (as at 30th September) belonging to each member Association:
  - 6% = 1 delegate
  - 13% = 2 delegates
  - 21% = 3 delegates
  - 30% = 4 delegates (maximum entitlement)
- 6.8. Associate members shall be counted as .1% (i.e. 10 Associate members shall be counted as 1 player.
- 6.9. At the Chairman's discretion, voting at a meeting shall be either by a show of hands or a poll. In either case a majority of the votes cast are required to be in favour of a motion for it to be carried. At a poll, voting by proxy will be permitted providing the member

wishing to utilise proxies advises the Secretary prior to the commencement of the meeting.

- 6.10. A meeting of the Committee may be called by the President at any time. If a meeting has not been called by the President within FOURTEEN days of a requisition by any five members of the Committee, a meeting may be called by the persons themselves making such a requisition.
- 6.11. A meeting of the Committee shall be called by posting notices thereof at least FOURTEEN clear days before such meeting specifying the time and place of the meeting, and briefly the business to be transacted to every member of the Committee. Such meeting to be held within four weeks of the time of requisition.
- 6.12. Business other than special business may, with the consent of two-thirds of the members of the Committee present, be transacted at a meeting of the Committee, notwithstanding that such business may not have been mentioned in the notice calling the meeting.
- 6.13. Special business shall be:
  - 6.13.1. Alteration of the By-Laws
  - 6.13.2. Dealing with the capital funds of The Federation
  - 6.13.3. Proceedings with reference to amateur status.
  - 6.13.4. No special business shall be dealt with at any meeting unless FOURTEEN days' notice of such business shall have been sent to each member of the Committee.
- 6.14. Subject to these rules, all questions arising at a meeting of the Committee shall be decided by a majority of the votes cast; the Chairman to have a casting vote in the event of an equality of votes.

## **7. APPOINTMENT OF OFFICERS**

- 7.1. The Committee shall be comprised of delegates from each member Association, according to the formula stated in 6.F. above. The Committee shall elect from their number a President for a two-year term. The Executive shall contain three members (President, Senior Vice-President, Junior Vice-President). The Committee shall contain twelve members (three from the Executive and nine on the Committee who would be responsible for the subcommittees). The position of Secretary / Treasurer shall be elected from the total membership of the Federation.
- 7.2. An Auditor shall not hold office as President, Vice President, Secretary, Treasurer, or act on the Committee whilst holding the office of Auditor.
- 7.3. A person holding any office of The Federation including membership of any sub-committee shall cease to hold such office or membership if he ceases to be a financial member of The Federation. Subject to the foregoing, a person elected to any such office shall hold same until the next Annual General Meeting.
- 7.4. A casual vacancy in any of the offices of The Federation may be filled by the Committee and the person elected shall remain in office until the next Annual General Meeting. The Committee shall have power to appoint from among members of The Federation additional members not exceeding TWO providing the Committee is unanimous in its decision.
- 7.5. The President shall be ex-officio Chairman of the Committee and a member of all sub-committees appointed by the Committee.

- 7.6. The Committee at the first or any meeting after the Annual General Meeting may appoint sub-committees, whether members of the Committee or not, who are financial members of The Federation, to deal with specific matters such as entertainment, advertising, etc.
- 7.7. Each sub-committee shall elect from among its own members a Chairman and a Secretary. Each sub-committee shall have at least one member of the Committee among its members who shall represent it at Committee meetings.
- 7.8. At Annual General Meetings the Committee shall appoint a Management Committee consisting of the Executive and four other members. The quorum for the Management Committee should be four. The Management Committee shall administer the day to day running of the Federation.

#### **8. COMMON SEAL**

The Seal of the Federation shall be in the custody of the Secretary who shall affix it to any such documents as may be authorised by the Committee and by any sub-committee in that behalf authorised by the Committee. Affixing of the Seal to be in the presence of any two of the executive.

#### **9. CONTROL AND INVESTMENT OF FUNDS**

- 9.1. Annual subscriptions of Affiliated Associations and individual members and the basis for computing same shall be fixed at Annual General Meetings.
- 9.2. Annual subscriptions shall become due on the 1st of March in each year. Associations and individual members who have not paid their subscriptions by the last day of May shall cease to be members of the Federation and members of such Associations and individual members shall not be entitled to any of the rights and privileges of membership of The Federation.
- 9.3. All sums received on behalf of The Federation by any person other than the Secretary or the Treasurer, shall, as soon as possible, be transmitted to the Secretary or Treasurer of The Federation, along with supporting documentation.
- 9.4. All sums received on behalf of The Federation by the Secretary or the Treasurer shall, as soon as possible, be paid into The Federation's banking account.
- 9.5. The Treasurer shall keep The Federation's banking accounts, herein call "The Federation's banking account", as may be sanctioned by the Committee.
- 9.6. All payments on behalf of The Federation shall be made out of The Federation's banking account, and the Treasurer shall arrange that such banking account shall not be drawn on save by cheques signed in such manner as the Committee may from time to time decide.
- 9.7. The Treasurer shall pay all monies into The Federation's banking account and shall keep full account of all monies received or paid by him. He shall close such account on the 31st of OCTOBER each year, as soon as possible submit same for audit with all proper documents and vouchers therewith. The Auditor shall complete the audit of such account as soon as possible and the account duly audited shall be presented at the enduing General Meeting.

## **10. POWER TO BORROW MONEY**

The Federation shall have the power to borrow money by way of mortgage or in any manner sanctioned by the Committee.

## **11. DISPOSITION OF PROPERTY ON WINDING UP**

If any property remains after the winding up or dissolution of the organisation and the settlement of all the organisation's debts and liabilities, that property must be given or transferred to another organisation that that is charitable under New Zealand law and has purposes similar to those of the organisation being wound up.

## **12. PRIVATE PECUNIARY PROFIT**

12.1. Any income, benefit, or advantage must be used to advance the charitable purpose of the organisation.

12.2. No member of the organisation, or anyone associated with a member, is allowed to take part in, or influence any decision made by the organisation in respect of payments to, or on behalf of, the member or associated person of any income, benefit, or advantage.

12.3. Any payments made to a member of the organisation, or person associated with a member, must be for goods or services that advance the charitable purpose and must be reasonable and relative to payments that would be made between unrelated parties.

## **13. ANTI-DOPING RULES**

That the Sports Anti-Doping Rules made by Drug Free Sport New Zealand (DFS) under the provisions of the Sports Anti-Doping Act 2006, as amended from time to time by DFS, will become the NZIHF's Anti-Doping Rules from 1 July 2007 and will replace the existing Anti-Doping Policy.

## **14. GENERAL**

14.1. The affairs of The Federation shall be run by the Committee who shall, subject to these rules, have full power to take such steps and to apply the funds of The Federation in such a manner as they deem expedient for the promotion of its objects. Any provisions in these rules which confer specific powers on the Committee shall not be read as limiting in any way the powers conferred on this rule by the Committee.

14.2. Subject to these rules, every Affiliated Association shall be free to determine its own constitution and government, but a copy of any alteration in the rules of Affiliated Associations shall be sent to the Secretary of The Federation within seven days of being adopted.

14.3. The definition of amateur status shall be defined from time to time by the Committee, but not withstanding, a person managing a commercial ice rink or skating for monetary gain shall be deemed a professional.

14.4. A professional may make application to the Committee in writing for reinstatement of amateur status after a period of two years from acting as a professional.

- 14.5. A member regarded as a professional skater is ineligible to hold any office of The Federation, but he may be appointed to any sub-committee formed for a specific purpose.
- 14.6. The Federation may draw up conditions for ice hockey competitions.
- 14.7. Register of members of Affiliated Associations shall be open for inspection by the Secretary of The Federation at all reasonable times.
- 14.8. None but members of Affiliated Associations or individual members, in good standing may compete in matches held with the approval of The Federation, or become candidates for any of the tests conducted by The Federation.
- 14.9. The Committee shall have the power to frame by-laws from time to time as it sees fit to meet local conditions which may not have been provided for in these rules.

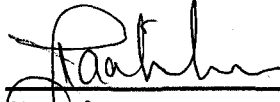
**NOTE 1**


**Clause 11. DISPOSITION OF PROPERTY ON WINDING UP**

**Clause 12. PRIVATE PECUNIARY PROFIT**

Amended by unanimous vote at the Annual General Meeting of the New Zealand Ice Hockey Federation 22 February 2009.

  
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Signed  
Grant Hay  
President

  
\_\_\_\_\_  
Signed  
Jerome Raateland  
Senior Vice President

  
\_\_\_\_\_  
Signed  
Brian Hunt  
Secretary