

THE RULES OF CLUB ITALIA NELSON INCORPORATED

1. NAME

The name of the Society shall be Club Italia Nelson Incorporated

2. OBJECTIVES

The objectives for which the Society is established are:

- a) To promote, develop and strengthen the ties of friendship and goodwill amongst the members of Italian descent within the provincial district of Nelson or visiting such district;
- b) To purchase, erect, lease, provide, establish, maintain, and furnish suitable premises as clubrooms for the Society;
- c) To provide in such clubrooms suitable recreational provisions for its members, including the provision of newspapers, books and periodicals;
- d) To organise and conduct on the club premises social evenings for its members and their respective partners and families;
- e) To create a "Taste of Italy" experience for the local region using the clubrooms for cultural and social events open to the community
- f) To do all such things as are incidental or conducive to the attainment of the above objectives.

3. MEMBERSHIP

- a) Any person of Italian descent or any person who has been or is married to, or in a de facto relationship with, a person of Italian descent may apply for membership. Members must have attained the age of eighteen years.
- b) A limited number of persons not exceeding twenty-five non-Italians, may also be eligible for membership as associate members, this number to be reviewed every five years.

4. NEW MEMBERS

A new member shall be proposed and seconded by existing members. Written notice of such a nomination, duly signed by the proposed member and their proposer and seconder should be forwarded to the club secretary. The election of new members shall be by a simple majority, of those present at a committee meeting.

5. FINANCIAL MEMBERS

- a) Single members: A single member by definition "is a member not married" they shall be entitled to pay the single person's subscription, as set by AGMs. At AGMs, they shall be entitled to have one vote.
- b) Married members:

- i) Married members by definition “are members who are married or are members not married but in a de facto relationship”. All these members shall pay the married person’s subscription, as set by the AGM. At AGMs married couples are both entitled to vote if both attending.
 - ii) When a married member becomes an Honorary Member as per rule 6a), the spouse/partner of that member who is not yet 80 years of age shall pay the single membership.
- c) Associate members: non-Italians applying for associate membership shall be proposed and seconded by existing members as per rule 3(a). Associate members will be liable to pay annual subscription, the same as existing members as per rule 5(a) and 5(b), shall have all the privileges of the club, shall be invited to vote on all club matters, except rule changes. A maximum of two associate members shall be eligible to be elected to the committee only as committee members, but not president, vice president, trustees, secretary or treasurer.

6. HONORARY AND LIFE MEMBERS

- a) Honorary members: Members attaining the age of eighty, shall be made honorary members. Such members shall not be required to pay a subscription but will retain full membership with all their rights being retained.
 - i. The Parish Priest is automatically an Honorary Member.
 - ii. A spouse of a deceased member is automatically entitled to Honorary Membership. The secretary shall notify the spouse of such
 - iii. The committee will accept a nomination for Honorary Membership for a person/persons who are not members but have made an outstanding contribution.
- b) Life Members. Any member who in the opinion of the members of the Society, has rendered significant service to the Society may be nominated and elected a life member. Written nomination for life membership must be received by the secretary at least one month before the AGM. Life members may only be elected at an AGM and 80 percent of such members present at a meeting must vote in favour of such election.

7. SUBSCRIPTIONS

- a) Non-Payment. Any member whose subscription remains unpaid for a period of two months after the same be due and who fails to pay the same within seven days of notice thereof has been sent to such a member by the secretary, shall thereupon automatically payment is due shall thereupon automatically cease to be a member.
- b) Annual subscriptions may be increased or decreased upon the motion of any member at any AGM. Such motion needs to be passed by at least three quarters of the members present at such AGM.

8. RESIGNATION OF MEMBERS

Any member may resign their membership by giving the secretary in writing such resignation. This will take effect upon the expiry of such a notice. Members who have resigned and later

wish to re-join the Society must be nominated as a new member and follow the procedure as in rule 4.

9. SUSPENSION AND EXPULSION OF MEMBERS

Any member who, in the opinion of the committee, misconducts themselves on the club premises shall appear before the committee. If the committee decides the member is at fault the offender shall be suspended from membership for such a period, the committee shall decide.

10. ANNUAL GENERAL MEETING

The Annual General Meeting, AGM, shall be held on or before the end of October each year at a time fixed by the committee. All financial members should be notified of an AGM at least 21 days prior to the said date of the meeting.

The AGM is for the following purposes:

- a) To receive the president's report. The President's report to include acknowledgment of members deceased since the previous Annual General Meeting
- b) To receive the balance sheet and statement of accounts for the preceding year and an estimate of the receipts and expenditure for the ensuing year.
- c) To elect members to the committee for the ensuing year.
- d) To elect life members.
- e) To decide any resolution which may be submitted to the meeting.
- f) To appoint a competent person to prepare the club's accounts.

11. SPECIAL MEETINGS

- a) The Committee may at any time call a special General Meeting on a day and at a time to be decided by the President or in the absence or illness of the President by the Vice President or in the absence of the Vice President then by two members of the Committee.
- b) The Committee can send an email to all members in place of calling a special meeting
- c) Members are to be advised of the meeting at least seven days prior to said meeting.

12. PROCEDURE AT MEETINGS

- a) At all general meetings, the president and if absent, the vice president and if absent any duly elected member of the committee shall take the chair. Every member present shall be entitled on every motion one vote exercised in person and in the case of equity of votes the chair, in addition to the chairs ordinary vote, have a casting vote provided however the chair for the time being shall not exercise such casting vote on the matter of the election of a committee.
- b) Perfect order shall be maintained at all meetings and no member may address the meeting without first obtaining the permission of the chair. The chair may rule any member out of order who deviates from the subject under discussion.
- c) No matter will be dealt with at such meetings that does not relate to the Society.

13. MODE OF VOTING

- a) The mode of voting at all general meetings on all questions (other than elections) shall be by show of hands provided however that such voting shall be by ballot if the same is demanded by the chairman or by a proposer and a seconder.
- b) The mode of voting at all elections at the AGM shall be by secret ballot for which purpose a returning officer and a sufficient number of assistants and scrutineers shall be appointed at the meeting.
- c) At any ballot for the election of members to the committee any ballot papers that does not vote for the required number of members to be elected to the committee shall be declared invalid.

14. QUORUM

At all general meetings twenty percent of the financial members of the Society shall constitute a quorum and failing there being a quorum present such meetings shall lapse.

15. COMMITTEE

- a) The affairs and business of the Society shall be controlled and managed by a committee of not less than eight members but not more than fourteen members comprising: president, vice president, secretary, treasurer, two trustees and not less than four and not more than eight councillors.

The said committee shall be elected at each AGM by secret ballot.

- b) The president and in the absence of the president, the vice president, shall take the chair at every meeting of the committee. In the absence of these members the committee person who polled the highest votes of those members of the committee present at such meeting shall take the chair.
- c) Honorarium Payments as set by the AGM will be paid to the secretary and treasurer
- d) Five committee persons present at a committee meeting shall form a quorum, for that meeting.
- e) The committee can co opt a member to the committee provided the conditions of a) are met.

16. DEATH OR RESIGNATION OF PRESIDENT ETC.

- a) Should the president, vice president, or treasurer resign or die, a special meeting of the Society shall be summoned to elect by secret ballot a successor.
- b) Should any councillor or trustee die or resign then the next candidate who polled the next highest votes at the previous AGM shall if agreeable be deemed elected to the committee. Should this candidate not be agreeable, then a special meeting of the Society shall be called to elect a member to fill such a vacancy on the committee.

17. TERM OF OFFICE

Members elected to the committee at the AGM or appointed at such meeting shall hold office until the next AGM.

18. COMMITTEE MEETINGS

The committee shall meet at such times and places as shall from time to time be determined by the president and at all such meetings the committee shall determine its own procedures. Twenty-four hours' notice of such a meeting shall be given to each member of the committee by the secretary.

19. ABSENCE FROM MEETINGS OF THE COMMITTEE

Any member of the committee who shall absent themselves without leave of absence from three consecutive meetings of the committee shall be deemed to have resigned as a member of that committee.

20. DUTIES AND POWER OF THE COMMITTEE

It shall be the duty of the committee generally to conduct the affairs of the Society to faithfully carry out all matters decided at any annual general meeting.

21. DUTIES OF THE SECRETARY

The Secretary shall:

- I. Keep the Society's books, conduct correspondence, compile, and preserve all documents and deeds relating to the Society,
- II. Receive all petitions, grievances or reports to be placed before the committee and will publish or undertake the publication of all matters decided by the committee,
- III. Keep accurate minutes of all meetings,
- IV. File all correspondence received and keep copies of all correspondence forwarded on behalf of the Society,
- V. Reply to any correspondence other than as authorised by the committee,
- VI. At the appointed time in each year file with the Registrar of Incorporated Societies the returns required to be filed under the Incorporated Societies Act.

22. DUTIES OF THE TREASURER

The treasurer shall:

- I. Receive and collect all subscriptions and other monies payable to the Society and issue receipts for the same,
- II. Be held liable for all cash received by them and must give an exact statement of the Society's finances to any member upon request,
- III. Deposit all monies into the club's bank accounts,
- IV. Pay such accounts as are duly authorised for payment by the committee,
- V. Report the true financial position of the Society at each committee meeting.

23. DUTIES OF THE TRUSTEES

The trustees elected to the committee shall have the power to oversee the finances of the club, at any time.

24. COMMON SEAL

- a) The common seal of the Society shall only be fixed to any document pursuant to a resolution of the committee. It shall be affixed in the presence of the president and the secretary. The seal shall be kept in the custody of the secretary.
- b) No documents shall be deemed valid and binding on the Society unless the same has been duly signed by the president and the secretary.

25. VISITORS

Any member may introduce a friend into the club's premises but no person whom the society has already refused to accept as a member shall be admitted to the said premises.

26. ALTERATION OF RULES

- a) The within rules or any of them may not be added to, altered, amended, or rescinded except pursuant to a resolution passed by three quarters of the members present at a special general meeting called for such a purpose.
- b) Email voting can be used at the discretion of the committee to change rules of the club. The result of an email ballot to be declared valid as long as the stipulations in this rule are met.
- c) Any such additional alterations, amendment or rescission shall not take effect until such time as the said amendment has been registered pursuant to the Incorporated Societies Act.

27. CONDUCT OF MEMBERS

All disputes between members shall be decided by the committee whose decision shall be final and binding on all parties. No members shall remove from the club premises any books, newspapers or other property belonging to the Society.

28. BORROWING POWER

The Society shall have power to borrow or raise money from time to time by the issue of debentures, bonds, mortgages or any other securities founded or based on all or any of the properties and, or, rights of the Society or without such security and upon such terms as to priority and otherwise as the Society shall think fit, provided however that such power shall not be exercised except pursuant to a resolution of the Society to such effect passed at a general meeting.

29. BY-LAWS

The committee may from time to time make by-laws providing for the internal management of the Society provided however that no by-law shall be inconsistent with or repugnant to any of the foregoing rules.

30. WINDING UP

The Society may be wound up by a special resolution passed at a general meeting of its members in accordance with the provisions of section 14 of the regulations made under the Incorporated Societies Act 1908.

31. DISPOSAL OF SURPLUS ASSETS

In the event of the Society being wound up the assets remaining after the payment of all liabilities shall be disposed of in such a manner as the Society shall by special resolution so determine.

32. RENTING

- a) The clubrooms can be rented by acceptable local groups under the discretion of the committee. This is to enable an income to cover the costs of the clubrooms and to give the community access to the special nature of the clubrooms
- b) The committee will manage the renting program by providing a renting agreement to be used at all times and to appoint a member to manage the renting program.

33. NOISE MANAGEMENT PLAN

- a) The Club will take any noise issues raised seriously and will commit to resolving any issues as quickly and effectivity as possible
- b) In the first instance issues of complaints about noise from our premises should be address to the secretary. On receipt of a complaint the secretary will investigate, take any appropriate action to resolve the issue and respond to the complainant as soon as practicable on any actions taken. A copy of all issues raised and action taken will be keep for the club's records.
- c) Customers will be made aware of the consequences of the late-night noise and encouraged to be proactive in noise avoidance or minimisation with an emphasis in reducing noise emissions. Notices will be displayed around the premises and on external doors asking customers to leave the premises in a quiet and orderly fashion, not to use the outdoor area after 10:00pm and to respect neighbours.

34. GENERAL

- a) The rules of the Society and the list of membership shall be posted up in the clubrooms.
- b) Every member will be emailed a copy of these rules.

35. CLUB ACCOUNTS

The club Accounts to be prepared by a competent person appointed by the committee and presented by the Treasurer at the Annual General Meeting.

CLUB ITALIA PRESIDENTS

1931 - 37	V VITETTA
1938 - 39	P CASA
1940 - 67	G MONOPOLI
1968 - 69	A De LORENZO
1970 - 75	P ESPOSITO
1976 - 79	T ROMANO
1980 - 85	F DILEVA
1986 - 91	D LAURIA
1992 - 93	F PESSIONE
1994 - 97	M CLINTON (nee DELLABARCA)
1998	F ESPOSITO
1999	C GARGIULO
1999 - 2005	F PERSICO
2006 - 12	D CLINTON
2013 - 20	J ESPOSITO
2021 -	F MICCIO