



Auckland Mustang Owners Club

C/- P.O. Box 31-280 Milford Auckland New Zealand
auckland.mustang@gmail.com

THE AUCKLAND MUSTANG OWNERS CLUB INCORPORATED

RULES

Amended August 2023

These rules rescind all previous rules

1) Name

The Auckland Mustang Owners Club Incorporated.

2) Objects

- (a) To promote a Club of persons owning or interested in Ford Mustang motor cars.
- (b) To arrange runs, tours, trials, rallies, gymkhanas, social functions, exhibitions and displays, competitions, motorcar races, general meetings and any other motoring events and/or competitions.
- (c) The funds of the Club shall be utilised for the benefit of the Club.

3) Attaining Objects

The Management Committee shall be empowered to do all things necessary, which are incidental to and necessary for the attainment of the objects of the Club.

4) Property of the Club

The Management Committee must apply all property and income of the Club towards the promotion of the objects of the Club and no part of that property or income to be paid or otherwise distributed, directly or indirectly, to members of the Club, except in good faith in the promotion of these objects or purposes.

5) Powers of the Club: (as conferred by s.13 of the Incorporated Societies Act 1908).

- (a) To acquire, hold, deal with, and dispose of any real or personal property;
- (b) To open and operate bank accounts;
- (c) To invest its money –
 - (i) In any security in which trust moneys may be invested as approved by the Management Committee; or
 - (ii) In any manner authorised by the Rules of the Club;
- (d) To give such security for the discharge of liabilities incurred by the Club as the Club thinks fit;
- (e) To appoint agents and employees to transact any business of the Club on its behalf for reward or otherwise;
- (f) To build, construct, erect, maintain, alter and repair any premises, building or other structure of any kind and to furnish, equip and improve the same for use by the Club;
- (g) Accept donations and gifts in accordance with the objects of the Club;
- (h) Print and publish any information by any media including newsletters, electronic communications, newspapers, articles or leaflets for promotion of the Club;

- (i) Provide gifts and prizes in accordance with the objects of the Club;
- (j) Organise social events for Members and the promotion of the Club; and
- (k) To enter into any action the Management Committee considers necessary or desirable for the benefit of the Club.

6) Membership

- (a) Membership shall be open to any person who wishes to further the interests of the Club and complies with the requirements of one of the membership categories.
- (b) Any person seeking membership shall make application to the Management Committee, and the Management Committee shall determine whether the application is successful or not.
- (c) In no case shall the Management Committee be required to make an explanation to the applicant if membership of the Club is declined.

- (d) Each person admitted to membership shall be:

- (i) Bound by the Rules of the Club;
- (ii) Come liable for such fees and subscriptions as may be fixed by the Club;
- (iii) Entitled to all advantages and privileges of membership

- (e) Membership Categories:

- (i) Ordinary Membership:

- Ordinary members must be Mustang car owners. The owner and partner are classified as one Ordinary Membership. There shall be one vote for one membership.
- Any person who is a financial member of the Club is entitled to hold any office and enjoy the privileges of the Club.
- The candidate must fully complete and sign an Application for Membership and submit the application to the Secretary, together with the prescribed fee. The candidate shall be given a copy of the Club Rules.

- (ii) Distinguished Membership:

*Continuous membership will be defined as having been a member of AMOC for 20 continuous years with allowance for a maximum of one 18 month break in your club membership during that 20 year period. If such a break in membership should occur, then the period of this break will be added to the 20 year period (example – 12 month break in membership – recognition occurs after 21 years with the club)

*All existing rights, privileges and rights of Ordinary Membership shall apply to Distinguished members

*Distinguished Members will be presented with a Distinguished Members name badge at the Annual General Meeting in the year that they achieve the status or, if the club management committee decide it would be more appropriate, at a subsequent meeting or event to be held within 30 days following the Annual General Meeting.

(iii) Life Membership:

- Life Membership shall be of person/s that have (in the opinion of the Club) attained distinction and have completed fifteen years membership in the Auckland Mustang Owners Club.
- Any Distinguished, Ordinary, Associate, their partners, or both, can be nominated by any Distinguished, Ordinary, Associate or Life Members, the nomination seconded by at least one Distinguished, Ordinary, Associate or Life Member
- Nominations shall be forwarded in writing to the Club Secretary, no later than (4) months prior to the Annual General Meeting and must include the nominator's reasons for putting forward the candidate/s for consideration with relevant supporting information of the nominee's attainment of the minimum service requirements and examples of meeting the criteria, as outlined in the Clubs Executive Policy and Procedure Manual.
- A Life Membership nomination cannot be nominated or seconded by an immediate family member
- In the event that the nominee is serving on the Clubs Management Committee at the time of nomination, the nominee and any immediate family who may be serving on the Clubs Management Committee concurrently must be disqualified from any deliberation on the nomination.
- A simple majority or quorum of the club management committee is sufficient for the nomination/s to be pursued. At this time the club management committee shall appoint a sub committee to further research the nomination/s and report back to the Club Management Committee within 30 days of their appointment with a written background report. The scope of the report is outlined in the Club Executive Policy and Procedure Manual.
- The sub committee will consist of no less than 4 members and no more than 5 members including the Club President and/or Club Vice President, Club Secretary, Club Historian, and 1 existing Distinguished Member selected by the sub committee
- Upon receipt of the sub committee's written report, in the event that the Club Management Committee believes the nomination/s are worthy of bestowing Life Membership on a Person or Persons, a ¾ majority of the Club Management Committee is required to formalise the nomination.
- The nomination including the subcommittee's report to the Club Management Committee will be circulated to the Club Membership with the notice of Annual General Meeting or Special General Meeting at which the nomination/s will be presented for ratification.
- The Club Management Committee will present the nomination to the Annual General Meeting or Special General Meeting for the final ratification vote of the membership.
- Voting will be carried out by written ballot, counted by two Returning Officers appointed by the Management Committee prior to the Annual General Meeting or Special General Meeting. Both Returning Officers must be financial members of the Auckland Mustang Owners Club, who are not members of the Club Management Committee. The outcome of the vote will be announced, not the actual tally of votes.
- Life Members will be presented with a Life members name badge and commemorative plaque at a subsequent meeting or event to be held within 60 days of the Annual General Meeting

- Life Members shall be exempt from all annual subscriptions fees and retain the right to vote at any meeting of the Club and to hold Office.

(iii) Associate Membership:

- A person who does not own a Ford Mustang.
- Any person may join as an Associate member by nomination from an Ordinary member. The Associate member and partner shall have the same voting rights as set out for Ordinary Membership, be entitled to hold any Office, be able to participate in all Club events and must abide by the Club rules.
- Associate members will make up no more than 10% of the total membership.

(v) Honorary Membership:

- The Club will be responsible for the nomination and election of persons to the Honorary Membership.
- Honorary members shall be exempt from all annual subscription fees. They shall have no right to vote at any meeting of the Club.
- Honorary Membership shall be for a period up to the next AGM, where the person can be nominated for a further period.

(vi) Event Membership:

- An approved person may participate in any AMOC event on payment of a levy set by the Management Committee.

7) Termination of Membership:

(a) Any person's membership may be terminated by the following events:

- (i) Resignation by informing the Club Secretary;
- (ii) Expulsion; or
- (iii) Where a member's annual subscription fee remains unpaid 30 days after falling due.

(b) The Management Committee shall have the power to suspend or expel any members of the Club for:

- (i) Any of the events in Item 7 (a) above;
- (ii) False or inaccurate statements made in the member's application for membership of the Club;
- (iii) Breach of any rule of the Club;
- (iv) Does any act that in the opinion of the Management Committee is detrimental to the Club;

- (v) After having undertaken due inquiry, any member who is expelled or has their membership terminated, shall have the right to appeal against their suspension or expulsion by presenting their case to a Special General Meeting called for such purposes. The decision of the Special General Meeting shall be final.
- (vi) Any member who by reason of expulsion, resignation or otherwise, ceases to be a member of the Club shall forfeit all rights and privileges accorded to Club members and shall be liable for immediate return of Club property (including trophies) but shall remain liable for any arrears of subscriptions or debts to his/her ceasing to be a member.

8) Subscription and Nomination Fees

- (a) The annual subscription and/or nomination fee shall be such a sum as the Management Committee may from time to time decide.
- (b) No member shall compete in any Club event unless his/her subscription has been paid in full prior to the event
- (c) Any member whose subscription remains unpaid for 30 days after it has become due shall be disbarred from voting in any meeting of the Club.

9) Management Committee

- (a) Management of the club shall be vested in the Management Committee elected by the members at the Annual General Meeting. The Management Committee of the club shall consist of the following: the President; the Vice President; the Secretary; the Treasurer; the Public Relations Officer, the Membership Services Officer, the Club Captain and five committee members.
- (b) Nominations for the above positions shall be called for prior to or at the Annual General Meeting.
- (c) No person shall hold more than one position on the Management Committee at any one time. A person shall cease to be a member of the Management Committee at the conclusion of the Annual General Meeting, which follows his/her election but will still be eligible for re-election
- (d) Voting will be carried out by written ballot only if there are more nominees than the position requires.

A written ballot is to be counted by two Returning Officers appointed by the Management Committee prior to the Annual General Meeting. Both Returning Officers must be financial members of the Auckland Mustang Owners Club and who are not standing for committee. The successful candidate will be announced but the vote tally will not be announced.

- (e) All Officers will be elected at the Annual General Meeting by the Club Members in attendance or by proxy (submitted in writing to the Secretary before the commencement of the AGM) and shall be current Financial Members.

10) Powers of the Management Committee

- (a) The Management Committee shall carry out the day-to-day running of the Club and shall have the power to:
 - (i) Administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account.
 - (ii) Fix the manner in which such banking accounts shall be operated including the approval of all payments.
 - (iii) Fix fees and subscriptions payable by members.
 - (iv) Adjudicate on all matters brought before it, which in any way affect the Club.
 - (v) Cause minutes to be made of all proceedings at meetings of the Management Committee and General Meetings of members.
 - (vi) The Management Committee may appoint sub-committees to carry out particular duties at any time required.
 - (vii) Should a vacancy occur on the Management Committee during the year, the Management Committee can decide whether a member is co-opted onto the Management Committee to fill the vacancy or whether a replacement is to be elected at the next Annual General Meeting. Should the Management Committee elect to co-opt a member to the Management Committee the club membership will be formally advised within 30 days of the change occurring.

11) Auditor

- (a) The Annual General Meeting each year may, or if required by statute shall, appoint a member of the New Zealand Institute of Chartered Accountants, who can be a member to conduct a financial review or audit of the annual accounts of the club, and if any such person is unable to act, the Management Committee shall appoint a replacement.
- (b) The Auditor/s, or those undertaking a financial review, shall examine and audit/review all books and accounts of the Club annually, and have the power to call for all books, papers, accounts, receipts and electronic financial records etc., of the Club and report thereon to the Annual General Meeting.

12) Financial Year

The financial year shall commence on the 1st April each year and end on the 31st March of the following year.

13) General Meeting (Annual and Special)

- (a) The Annual General Meeting shall be held in the month of July each year.
- (b) Seven clear days notice shall be given of an Annual General Meeting and at least three clear days notice of a Special General Meeting. Notice of such meetings must be by

written information posted or electronically communicated to members at their last known address.

- (c) All financial members are eligible to attend the Annual General Meeting.
- (d) Any remits must be submitted to the Secretary one calendar month prior to the commencement of the Annual General Meeting. The Secretary to distribute any remits received to the membership two weeks prior to the commencement of the Annual General Meeting.
- (e) The agenda for an Annual General Meeting shall be:
 - Opening of meeting
 - Apologies
 - Confirmation of Minutes of previous Annual General Meeting
 - Presentation of President's Report
 - Adoption of President's Report
 - Presentation of Financial statement and adoption of same
 - Election of new Management Committee and appointment of Auditor
 - Any remits submitted
 - Presentation of trophies and annual awards
 - General business
 - Closure
- (f) Trophies and annual awards can only be presented for the purpose for which they were donated (as per the Asset Register).
- (g) Presentation of trophies and annual awards, unless the club management committee decide that it would be more appropriate to present these at a subsequent meeting or event to be held within 30 days following the clubs Annual General Meeting.

14) Quorum

At any Annual General Meeting or Special General Meeting the number actually present of the membership shall constitute a quorum.

15) Management Committee Meetings

- (a) The Management Committee shall meet at least once every three months exclusive of Annual General Meetings.
- (b) The Chairperson in all cases of equal voting shall have a casting vote in addition to his/her deliberate vote.
- (c) In the event of any member of the Management Committee failing to attend three consecutive meetings and without providing an acceptable (to the Management Committee) explanation, his/her office will be declared vacant

16) Alteration of Rules

No additional, alteration, amendment or revision of these rules shall be made except at an Annual General Meeting or at a Special General Meeting called for the purpose.

Any proposal must be forwarded to the Secretary by 31st May prior to the AGM in July.

17) Common Seal

The seal shall not be affixed to any deed or document except by the order of the Management Committee.

18) Winding Up

- (a) The Club shall not be dissolved except by Special Resolution passed in accordance with S.24 of the 'Act'
- (b) If, on the winding up of the Club, any property of the Club remains after satisfaction of the debts and liabilities of the Club and the costs, charges and expenses of that winding up, that property shall be distributed:
 - (i) To another Incorporated Club having objects similar to those of the Club; or
 - (ii) To charitable or benevolent purposes as shall be determined by resolution of the members.

19) Registered Office

KempsWeir Lawyers
Ground Floor
660 - 670 Great South Road
Greenlane
Auckland 1051

20) Register of Members

The Club shall keep a register of its members containing the names, addresses (postal and electronic), contact telephone numbers and vehicle details of those members and dates at which they became members.

21) Payments

All external payments are to be made electronically utilizing the club's nominated bank account. Any payments not greater than \$250.00 can be actioned by the Treasurer and must be jointly authorised on the club's nominated banking system by the President and Vice President. Payments over \$250.00 must have prior approval from a nominated, non-authorising member of the committee (other than the Treasurer). The club Treasurer should then advise the President and the Vice President that payments are ready for authorisation.

22) Powers of the Club

The management and business of the Club shall be vested in the Management Committee.

23) Books and Financial Statements

The Club shall deliver annually to the Registrar a statement containing the following particulars:

- (a) The income and expenditure of the Club during the Club's latest financial year.
- (b) The assets and liabilities of the Club at the close of the said year.
- (c) All mortgages, charges and securities of any description affecting any of the properties of the Club at the close of the said year.

24) Attendance Register

An attendance register will be kept to record attendance at all General, Annual and Special Meetings.

25) Apologies

- (a) There will be no permanent apologies
- (b) An apology must be notified to a person who is attending the meeting.
- (c) In a situation where a member is going to be unavailable to attend meetings for a period of time due to work commitments or to being located away from the greater Auckland area or overseas, an apology will be accepted for that period of time.

26) Privacy

- (a) The Club shall comply with the requirements of the Privacy Act 1993 or as required by law.
- (b) The Club's constitution requires a register of members to be held by the Club. The Club shall ensure that information regarding members is retained in safe storage and is not passed onto other individuals or organisations, unless by prior consent of the member concerned.
- (c) Members may seek access to personal information held about them by the Club in accordance with individual rights under the Privacy Act 1993. Members have the right to ask to have incorrect information corrected or deleted.
- (d) To protect member's privacy and that of others, Management Committee Members may ask members to verify identity as part of actioning an access or correction request.
- (e) Members will be removed from any Club mailing list on request.

27) Interpretation of Rules

If at any time any matter shall arise which is not provided for in these rules or in the interpretation of these rules, the same shall be determined by the Management Committee whose decision shall be final.

All the above rules were discussed and approved at the Annual General Meeting held on the 2nd August 2023 at the Northern Sports Car Club, Mt Richmond Domain, Mt Wellington.



Craig Borland
PRESIDENT



Wayne Lack
VICE PRESIDENT



Graeme Townley
TREASURER