

First Ratified: 10 July 2008

Amendment date: 28th September 2025

Version No. 5

## **Constitution of the Otago Campus Badminton Club (OCBC)**

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### **1. NAME OF CLUB**

1.1. The name of the Club shall be the Otago Campus Badminton Club (OCBC)

### **2. DEFINITION AND INTERPRETATION**

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

2.2. 'The Club' refers to the Otago Campus Badminton Club (OCBC).

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

2.4. 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.

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

2.6. 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. AFFILIATION**

3.1. The Club shall be affiliated to OUSA.

3.2. 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.

3.3. 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.

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3.4. The Club shall not become affiliated to or in any way connected with any other organisation without the consent of the OUSA Executive. Any affiliation to any other body entered into without the OUSA Executive's consent shall be null and void.

3.5. The Club is also affiliated to Otago Badminton Association (OBA).

### **4. POWERS OF OUSA WITH RESPECT TO THE CLUB**

4.1. Affiliation to OUSA shall not limit or affect the right 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. Authorise the Club to collect a subscription or levy and determine its amount, frequency or any other condition of the levy;

4.2.2. View the Club's accounts and financial statements including asset registers and membership lists;

4.2.3. Appoint either a committee or the Club Development Officer (CDO) to conduct an examination of the affairs of the Club and to report thereon to the OUSA Executive;

4.2.4. Convene a Special General Meeting of the Club for any purpose;

4.2.5. Appoint a temporary Club Committee to replace the regular Club Committee for such time, and with such powers, as the OUSA Executive may determine;

4.2.6. Wind up the Club.

### **5. POWERS OF THE CLUB**

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

5.2. Reasonable remuneration as defined in clause 5.1 shall not exceed market rates for the provision of equivalent goods or services.

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### **6. LIABILITIES INCURRED BY THE CLUB**

- 6.1. The Club shall not enter into any loan agreement of a value greater than NZ\$1000, without the prior authority of the OUSA Executive, passed by ordinary resolution.
- 6.2. OUSA shall not be responsible for any liabilities or debts incurred by the Club without the prior authority in writing of the OUSA Executive.
- 6.3. Should any liability or debt be incurred without such authority the liability shall rest solely with the person(s) who incurred it.

### **7. DISSOLUTION OF THE CLUB**

- 7.1. Immediately upon the disaffiliation of the Club to OUSA, the Club will be deemed to have dissolved and all the property of the Club including cash, shall revert to, and must be returned to OUSA.
- 7.2. The last existing Club Committee or Committee member shall be responsible for returning all property, and shall be held personally liable for any property that is not returned.
- 7.3. Upon dissolution of the Club, all property remaining after all debts of the Club have been cleared will be held in trust by OUSA until a similar club is formed and affiliated to OUSA.

### **8. OBJECTIVES OF THE CLUB**

- 8.1. The objectives of the Club shall not, in any significant way, contradict the objectives of OUSA.
- 8.2. The objectives of the Club shall be:
  - 8.2.1. To facilitate the development of badminton by raising interest in the sport in OUSA, OPSA, Staff and general public around Otago Campus;
  - 8.2.2. To uplift the performance level of those who have interest in playing badminton;
  - 8.2.3. To help players experience and enjoy competitive play;

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### 9. MEMBERSHIP

9.1. Members shall be divided into the following categories:

9.1.1. General Member General Members are persons who have acquired membership status through normal procedures as outlined in this Section and are entitled to full privileges of membership.

9.1.2. Club Officer Club Officers are members elected according to the procedures stipulated in Section 10 of this constitution and are exempt from subscription, session and event fees imposed by the Club during their term of office.

9.1.3. Honorary Lifetime Member Lifetime membership is granted to members who have been deemed by the entire Club Committee to have rendered outstanding service to the Club. Lifetime members are exempt from subscription, session and event fees imposed by the Club but have full privileges of membership.

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

9.3. The Club shall in normal circumstances, have no less than 10 members.

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

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

9.6. Persons shall become members of the Club when an application for membership is submitted to the Club Committee provided the appropriate subscription fee is paid within one calendar month of application.

9.7. Membership shall be deemed to continue until a formal resignation is received by the Club Committee, or the subscription term has lapsed.

9.8. 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.

9.9. Changes to the subscription fee for members of the Club may be made once per calendar year and shall be determined by the Club Committee.

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9.10. The Club shall only levy upon its members such fees or subscriptions as have been allowed and approved by the OUSA Executive, unless the amount per member is less than NZ\$100 in the financial year. Such consent may at any time be revoked or the terms thereof varied or the maximum subscription altered by the OUSA Executive.

9.11. The Club Committee reserves the right to terminate membership for behaviour deemed detrimental to the Club.

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

### **10. CLUB OFFICERS AND THEIR ELECTION**

10.1. The management and control of the Club shall be deputed to the officers of the who represent the committee of the Club.

10.2. The committee of the Club shall consist of a minimum of (5) and a maximum of (12) persons, being President, Vice President, Secretary, Treasurer, Communications/Media Officer, **Sponsorship Coordinator** and up to (6) General Committee, all of whom shall be elected at the Annual General Meeting.

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

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

10.5. 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.

10.6. The Club Officers shall hold office for one year following their appointment.

10.7. If a vacancy in 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 occurred due to a no confidence vote. If a vacancy occurs due to a no confidence vote then Section 13 of this constitution applies.

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

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### **12. FINANCE, PROPERTY AND RECORDS OF THE CLUB**

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

12.2. The Treasurer shall also:

- 12.2.1. Keep a true record and account of all the receipts and payments of the Club;
- 12.2.2. Prepare the statement of accounts and balance sheet for the financial year;
- 12.2.3. Keep the Club's asset register up to date.

12.3. The Secretary shall:

- 12.3.1. Keep a true record and account of the proceedings and meetings of the Club and the Club Committee;
- 12.3.2. Keep a correct and up to date membership list;
- 12.3.3. Conduct all of the correspondence of the Club.

### **13. ANNUAL GENERAL MEETING (AGM)**

13.1. The Annual General Meeting (AGM) of the Club shall be held no later than the 30th of September and at such time and place as the Club Committee shall decide. The AGM shall be held for the following purposes:

- 13.1.1. To receive, from the Club Committee, a report of the proceedings of the previous year and a statement of the Club accounts;
- 13.1.2. To elect the officers of the Club Committee for the following year;
- 13.1.3. To conduct any general business.

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

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

13.4. Every member present shall be entitled to one vote.

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

13.6. The quorum shall be one quarter of the Club's total members or 8 members, whichever is the greater.

13.7. 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 on the OCBC website.

13.8. The notice shall contain an agenda of business to be conducted at the AGM.

### **14. SPECIAL GENERAL MEETINGS AND NO CONFIDENCE VOTES**

14.1. 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.

14.2. 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.

14.3. Notice of a Special General Meeting shall be given in the normal manner.

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

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

14.6. 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).

14.7. Such new member shall hold office until the next annual general meeting.

### **15. AMENDMENT OF THIS CONSTITUTION**

15.1. Proposed amendments to the constitution of the Club must be approved by the OUSA Finance and Services Officer prior to discussion at a General Meeting.

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

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- 15.2.1. 14 days' notice of the proposed amendment has been given;
- 15.2.2. The vote was carried by at least a two-thirds majority of those present and entitled to vote.
- 15.2.3. Once ratified at a General meeting of the Club, the new constitution must be submitted to the OUSA Executive and approved by ordinary resolution.