

CONSTITUTION

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TITLE The name of the Association shall be the; "**NEW ZEALAND PISTOL ASSOCIATION (INCORPORATED)** . "

2 **INTERPRETATION** Throughout these rules save where inconsistent with the context:

2.1 "The Association" shall mean the New Zealand Pistol Association (Incorporated).

2.2 "Pistol Club" and "a member" both mean a member club of the Association.

2.3 "Council" shall mean the governing body of the Association.

2.4 A "remit" is defined as a proposal placed before a General Meeting with the intention of changing the Constitution of the Association.

2.5 A "notice of motion" is defined as a declaration of intention to seek a meeting to direct, or cause, a course of action to be taken.

2.6 "Balance date" and "Year end" shall mean the end of the financial year of the Association.

2.7 "Section" shall mean any grouping of Registered Club Members and member clubs established by the Council from time to time in accordance with clause 16.12(a) of this Constitution.

3 **OBJECTS**

The objects of the Association are:

3.1 To affiliate pistol clubs throughout New Zealand to promote and foster the practice of pistol shooting at International, Provincial and Club level.

3.1.1 To promote and foster the practice of recreational and sporting pistol and practical shooting (including practical rifle and shotgun) at International, Provincial and club level.

3.2 To provide within the NZ Pistol Association equal rights and opportunities for all pistol shooters.

3.3 To give decisions on any questions in connection with pistol shooting which may be referred to it by any club or association.



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- 3.4 To consider and bring under the notice of any constituted authority such matters as may be deemed to affect the welfare or interests of members or the advancement of the Association's objects.**
- 3.5 To co-operate with any Government, local or public body, society, person or corporation in securing suitable legislation and the formation of proper rules and regulations governing the use of pistols and to protect the interests of members against legislation which in the view of the members may be considered as prejudicial to their interests and to maintain the lawful rights of members as to ownership and use of pistols.**
- 3.6 To promote safety and responsibility in the care and handling of firearms.**
- 3.7 To subscribe to, become a member of, federate or affiliate with and/or co-operate with any other association, society or body of shooters whether incorporated or not, whose objects are altogether or in part similar to those of the Association, and to procure from or communicate to any other association, society or body such information as may be likely to promote the common objects and interests.**
- 3.8 To do such other thing or things (not being unlawful or inconsistent with the provisions of these presents or of the Incorporated Societies Act, 1908) as in the opinion of the Council would further or tend to further the interests of the members.**

4 MEMBERSHIP

- 4.1 Any Pistol club desirous of becoming a member of the Association shall make application in writing to the Administration Officer of the Association and every such application shall be considered by the Council and granted or declined in the absolute discretion of Council.**

4.2 Registered Club Member

4.2.1 A Registered Club Member is defined as one who is paid his subscription to his club and whose name has been submitted to the Association Administration Officer along with the requisite Registration fee and who is an amateur within the following definition:

4.2.2 An amateur is one who participates and has always participated in sport solely for pleasure and for the physical, mental or social benefits he derives there from



and to whom participation in sport is nothing more than recreation without material gain of any kind, direct or indirect.

- 4.2.3** Money prizes won by a competitor over a period of two years shall not exceed costs legitimately incurred. These costs may include: Entrance fees, Ammunition, Travelling expenses, Costs of meals and lodgings.
- 4.2.4** Any nominee for inclusion in Olympic or Commonwealth Games Teams must have had his amateur status certified by his controlling association.
- 4.3** Honorary Life Members. Any person who has rendered valuable service to the Association may be elected by simple majority to Honorary Life Membership, upon recommendation of the Council, at the Annual General Meeting of the Association. Honorary Life Members shall not be liable for any subscription. Any Honorary Life Member retains the full privileges of an Registered Club Member.
- 4.4** The Council may elect distinguished visitors to New Zealand or members of pistol clubs from outside New Zealand as Honorary Members for any period not exceeding three (3) months at each election. Such persons shall then, during the period of their election, have the same privileges as if they were Registered Club Members.

5 TERMINATION OF MEMBERSHIP

- 5.1** Upon dissolution or disbandment of any club the same shall ipso facto cease to be a member.
- 5.2** A Registered Club Member shall cease to be a member if for any reason his name is removed from the membership list of his own pistol club but he shall remain liable for subscriptions and any other monies due and unpaid as at the date of such cessation.
- 5.3** The Council may by resolution expel from membership any members whose affiliation or registration fees are in arrears for a period of two (2) months and such member shall nevertheless remain liable for all such affiliation and registration fees due and owing up to the date of such resolution. Notice of any such expulsion shall be sent by the Administration Officer to the member in question at the last known official address of such member.



5.4 The Council may by resolution expel from membership any member club or Registered Club Member who shall in the opinion of the Council be guilty of conduct prejudicial to pistol shooting. The member club or Registered Club Member so expelled shall have the same rights as a member suspended as set out in clause 16.6 hereunder. Such decision to expel shall remain in force unless and until it is reviewed.

6 SUBSCRIPTION AND FEES

6.1 Affiliation fees shall be set at the Annual General Meeting of the Association and shall be for the next financial year following the Annual General Meeting at which they were set.

6.1.1 A Section that requires its members to be affiliated to an International Body may impose an additional fee to cover such affiliations.

6.2 Such affiliation fees as determined under 6.1 become payable to the Association within 28 days of commencement of the financial year. If a member club is in arrears in payment of affiliation, registration or membership fees at the time of any General Meeting such club shall not be entitled to vote at such meetings.

6.3 Where a new club is formed and seeks admission to the Association as a member club, such club will required to pay affiliation, registration or membership fees to the Association within 28 days of acceptance of membership by Council.

6.4 Where a member club admits new members such member club shall pay to the Association all affiliation fees due to the Association within 28 days of such persons being admitted to the member club.

7 COUNCIL

7.1 The Association shall be governed by a Council consisting of:

President

Vice President

Immediate Past President (Ex Officio)

Administration Officer

Treasurer

Section Directors six (6) one each representing:

Action Section

Cowboy Action Shooting Section

Handgun Metallic Silhouette Section

Muzzle Loading Section

International Shooting Sport Federation Section (ISSF)

Practical Shooting Section.



Elected members from Pistol clubs (the number to be decided at the Annual General Meeting, but not to exceed six (6)).

- 7.2 The Council shall be appointed by vote at the Annual General Meeting of the Association in the manner hereinafter provided and shall hold office until the succeeding Annual General Meeting when all shall retire from office. All retiring officers shall be eligible for re-election.**
- 7.3 There may be a Patron of the Association who shall be appointed from time to time by the Council and who shall hold office for a period of three years and shall be eligible for re-appointment. The Patron is ex-officio a member of the Council or of any of its committees.**
- 7.4 All Council members must be financial and a Registered Club Member.**
- 7.5 The Council shall meet together for the dispatch of business, adjourn or otherwise regulate their meetings as they think fit but shall meet at least twice a year including the Annual General Meeting.**

8 AUDITOR

- 8.1 An Auditor (who shall be a member of the New Zealand Society of Accountants) shall be appointed by the Council for the ensuing year. He shall not be a member of the Association and upon retirement at the end of the year shall be eligible for reappointment.**
- 8.2 The Auditor shall audit the books of the Association at least once a year or more often if he so requests or is requested to do so by the Council.**
- 8.3 For every audit he will submit a report to the Council and following the audit shall furnish a report to the Annual General Meeting which report to be circulated by the Administration Officer to all members with the notice calling the Annual General Meeting.**
- 8.4 The Auditor shall at all times have access of the Association's books and accounts and shall be entitled to any information he may require relating thereto or any matter deemed necessary or desirable for audit purposes and he shall have the assistance of the Council in his examination of such books and accounts if he so desires.**



9 ADMINISTRATION OFFICER

- 9.1 An Administration Officer shall be appointed by Council and be contracted for a term of office not exceeding three years.**
- 9.2 The Administration Officer shall be responsible to the President, and receive annual performance appraisals.**
- 9.3 Any person holding the position of Administration Officer shall not be permitted to hold a position on the Council whilst holding the position of Administration Officer.**
- 9.4 Remuneration for the position of Administration Officer shall be reviewed annually by Council and be set at an amount commensurate to the work requirements of the Association.**
- 9.5 The Administration Officer shall perform such duties as the Council shall decide including any of those specific duties of the Treasurer as already defined in this Constitution and Rules.**

10 ANNUAL GENERAL MEETING

- 10.1 The Annual General Meeting of the Association shall be held at a time and place as decided by Council.**
- 10.2 The business of the Annual General Meeting shall be:**
- 10.2.1 To receive and consider the President's annual report.**
 - 10.2.2 To receive and consider the Statement of Income and Expenditure and the Balance Sheet for the financial year just ended.**
 - 10.2.3 To consider and adopt a budget for the ensuing year.**
 - 10.2.4 To elect the Council for the ensuing year.**
 - 10.2.5 To elect the Directors of shooting Sections for the ensuing year.**
 - 10.2.6 To consider and vote on remits and notices of motion as defined in this Constitution.**
 - 10.2.7 To consider and adopt a new budget under rule 17.7 in order to set the affiliation fees payable by members for the next financial year following the Annual General Meeting.**



10.2.8 To transact any other business which shall be duly submitted to the meeting.

10.3 Council or any member club desirous to move any remit or notice of motion at such a meeting shall give notice in writing to the Administration Officer at least twenty-one (21) clear days prior to the end of the financial year for which the meeting is to be held.

10.4 The Administration Officer shall circulate all member clubs with such remits and notices of motion within fourteen (14) days following the end of the Association's financial year for which the meeting is to be held.

10.5 The President's annual report, the Income and Expenditure Statement and Balance Sheet shall be circulated to all member clubs twenty-one (21) clear days prior to the Annual General Meeting, together with a notice convening such a meeting. The Income and Expenditure Statement and the Balance Sheet need not be audited at the time of circulation.

10.6 The failure to forward the same to any member club shall not invalidate the proceedings of the meeting, provided such omission does not exceed ten (10) percent of the total member clubs.

10.7 The President's report shall contain a schedule of member clubs showing their Registered membership.

11 SPECIAL GENERAL MEETING

11.1 A Special General Meeting may be called at any time by resolution of the Council, or the Council shall call a Special General Meeting upon requisition of any two (2) member clubs of the Association. Every such requisition shall state the object of such meeting and the Council may require a deposit of \$50:00 from the requisitionists to cover the cost of such Special Meeting, which deposit shall be returned to the depositors after the Special Meeting unless such Special Meeting resolves to forfeit the same to the Association. Twenty-one (21) days notice shall be given by registered letter to each member club of any Special General Meeting.



12 NOTICES

12.1 Every notice required to be given to any member club or Registered Club Member shall be deemed to have been duly delivered if posted to it or him in a prepaid letter addressed to it or him at its or his last known registered office or place of residence.

12.2 Such notice shall be deemed to have served at the time when the letter would be delivered in the ordinary course of post.

13 DELEGATES

13.1 Delegates entitled to attend and vote (subject to clause 6.2 hereof) at any General Meeting shall be those delegates elected on an annual basis for such purpose by each member club and whose names have been forwarded to the Association Administration Officer at any time before the Annual General Meeting.

14 PROCEDURE AT MEETINGS

14.1 At any meeting of the Association the chair shall be taken by the President or in his absence, the Vice President. If neither is present, the members of the then existing Council present shall elect a chairman from among their number.

14.2 At Council Meetings a quorum shall consist of half the total number of Council members. If a quorum is not present within one hour of the stated time of commencement of the meeting then no meeting may be legally constituted.

14.3 At General Meetings a quorum shall consist of half the total number of Council members plus quarter the number of member clubs.

14.4 The Chairman shall in all cases have a casting vote in addition to his other voting power.

14.5 Voting at meetings (except in the case of election of officers, see heading 'Election Of Officers') shall be by majority vote and on the voices or show of hands by an official delegate of each member club present at the meeting, such delegates name to be advised to the Administration Officer prior to the commencement of the meeting. A card vote by secret ballot may be called for by any two delegates of the Association standing and demanding the same.

14.6 At the date of these presents voting shall be one (1) vote per Registered Club Member, that each delegate represents, such number being that



declared at the time of completion of the club registration forms for the new financial year.

14.7 Member clubs may vote by official proxy at any General Meeting of the Association.

15 ELECTION OF OFFICERS

15.1 The Council shall be elected by vote at the Annual General Meeting each year.

15.2 The election of officers shall be by secret card vote ballot.

15.3 Nomination of Registered Club Members for Council, and acceptance thereof, shall be on the prescribed form. All nomination forms shall be in the hands of the Administration Officer by the end of the financial year.

15.4 In the event of insufficient nominations being received for positions on the Council further nominations shall be called for at the Annual General Meeting.

15.5 In the event of deadlock in the election of officers the chairman shall have the casting vote.

15.6 The election of officers shall be the last business conducted at the Annual General Meeting.

15.7 The Council shall have the power to appoint a Registered Club Member to fill any casual vacancy on the Council until the next Annual General Meeting caused by death, retirement, absence or removal from office of a Council member and any persons so appointed shall retire at the next Annual General Meeting together with the rest of the Council. Such retiring member shall be eligible for re-election.

15.8 The Auditor shall be appointed by the Council in accordance with clause 8 hereof.



16 DUTIES AND POWERS OF COUNCIL

- 16.1 It shall cause proper Minute Books, Record Books of Account to be kept showing the transactions of the Council, the names of disqualified persons and clubs, with particulars of the disqualifications, receipts and expenditure, and all matters usually shown in accounts of a like nature and will produce the same to the Annual General Meeting or to any General Meeting that may require the same.**
- 16.2 It shall consider the Rules of any member club and may require such club to make amendments or alterations thereto that the Association considers necessary in order to protect the Association and maintain its authority.**
- 16.3 It shall consider applications for membership and shall in its discretion elect new members in accordance with the provisions of clause 3.1 hereof.**
- 16.4 It may in its proper discretion suspend any member club for such period as it thinks proper or fine it a sum not exceeding Twenty dollars (\$20:00) if it is in arrears for two (2) months with its registration fees or with any levy or other payment, or for any breach of these Rules or any By-law or for refusing or failing to obey the Council or for unsportsmanlike conduct.**
- 16.5 It may suspend or disqualify for such period as it shall seem proper any Registered Club Member or any person not a member of a member club who commits any breach of these Rules or of any Bylaws or refuses to obey the Council, or who is in arrears for three (3) months with his subscription to his own club or who has failed to pay any fine or penalty or entrance money imposed upon him or payable by him to any club or under the Rules or By-laws of the Association, or is guilty of unsportsmanlike conduct and any member or person so disqualified shall not be entitled to enter at any competition meeting or event held under the Rules or By-laws or enclosure for the time being under the control of any member club or the Association while such suspension or disqualification continues and it may expel any such person from such ground or enclosure.**
- 16.6 It may suspend or disqualify for such period as it shall deem proper any Registered Club Member who is guilty of conduct prejudicial to pistol shooting. A person so suspended may appeal to the Council. Confirmation of the suspension or disqualification must be by 2/3 (two-thirds) majority of the Council present and voting and the appellant has the right to appear before the Council to submit his case against this suspension or disqualification.**



- 16.7 It shall notify all affiliated Pistol clubs of all suspensions and disqualifications and defaulters.**
- 16.8.1 It may hold such shooting meetings and competitions and events as it considers advisable to hold in addition to the meetings, competitions and events by Pistol clubs.**
- 16.8.2 It shall approve of the Rules, programmes and dates of all meetings, competitions and events (except club shoots) proposed to be held under the Rules of the Association.**
- 16.10 It shall be the Agent of the Association and every member thereof for the purposes of carrying on the business of the Association and any acts done in pursuance of a majority resolution at a meeting of the Council where a quorum is present shall be deemed the acts of the Association.**
- 16.11 It may from time to time by resolution authorise any person or incorporated society to act as its agent in any matters relating to the affairs of the Association.**
- 16.12 (a) It may from time to time establish and define rules for such groupings of Registered Club Members (including without limitation groupings known as the Action Section, the Cowboy Action Shooting Section, the Handgun Metallic Silhouette Section, the Muzzle Loading Section, the ISSF Section and the Practical Shooting Section) and groupings of member clubs on such basis and subject to such terms and conditions as it from time to time sees fit. The Council may also, from time to time, dissolve any groupings of Registered Club Members or groupings of club members which, in it's discretion, it sees fit.**
- (b) It shall receive all subscriptions to the Association and all fines imposed by itself, it shall disperse the funds of the Association and receive such funds from or in respect of any person and may allocate any portion of any such funds from time to time to any pistol club or Section and authorise such club or Section to expend the same. In addition the Council may proportionately reduce any affiliation fees due to the Association by member clubs and new member clubs.**
- 16.13 It may make a special levy from time to time upon its members for the purpose of meeting the expenses of the Association.**



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- 16.14 Council at its absolute discretion shall be the final Court of Appeal for all matters relating to pistol shooting.**
- 16.15 It may from time to time by resolution make, rescind or amend By-laws regulating the conduct of all meetings, competitions and events and all Pistol clubs and the members thereof and all competitors, whether members of a Pistol club or not, and providing generally for the good conduct and welfare of the sport of Pistol Shooting, and make special By-laws to apply to individual occasions.**
- 16.16 All contracts and acts of the Association shall be sufficiently authenticated if signed pursuant to a resolution of the Council by two (2) members thereof, save such contracts as required to be executed under the Common Seal.**

17 FINANCE

- 17.1 The Administration Officer and/or Treasurer shall pay all monies received by or on behalf of the Association to the credit of the Association in any account with the bank or savings bank from time to time appointed by the Council.**
- 17.2 All cheques and withdrawal slips drawn upon any such account shall be signed on behalf of the Association by the Administration Officer and/or Treasurer and one other person from time to time appointed by the Council.**
- 17.3 The working current expenses of the Association shall be paid from time to time by the Administration Officer and/or Treasurer. No monies will be expended in any circumstances which would be in excess of the budget for that year established at the Annual General Meeting, unless prior approval is sought and obtained from a majority of the Council.**
- 17.4 The Association may from time to time invest and re-invest in securities authorised by law for the investment of trust funds upon such terms as it may think fit the whole or any part of its monies not required for the immediate business of the Association.**
- 17.4.1 The Association may from time to time, either solely or jointly with a member club, purchase and subsequently develop freehold and/or leasehold property in order to establish a shooting range or ranges, and may at the same time borrow monies on registered mortgage up to the limit recommended by a registered valuer in order to complete the purchase and/or development of such property. PROVIDED THAT in all such**



transactions the Association shall retain a majority interest in the property, and should any circumstance arise subsequently where a joint owner or owners wish or be obliged to withdraw from ownership, then the property is to be valued by a registered valuer and the other joint owner or owners will have first right to buy out the withdrawing owner or owners share at the registered valuers valuation and no other.

- 17.4.2** The Association shall separately account for any funds allocated to any such Section or pistol club that is not immediately disbursed in respect of such Section or pistol club. Following allocation of such funds to any Section or pistol club they shall cease to be the beneficial property of the Association and shall be held on bare trust by the Association for the benefit of the Registered Club Members within that Section, or for the benefit of the pistol club, as the case may be, to be dealt with in accordance with the rules of that Section or pistol club. Such allocation and separate accounting shall not preclude the Association from combining funds for investment or administrative purposes provided that adequate tracing of beneficial ownership is maintained.
- 17.5** All reasonable out-of-pocket expenses incurred by the Council in attending meetings shall be paid by the Association. The expenses of the President and Administration Officer shall be paid when travelling to any Annual or General Meeting.
- 17.6** The Council shall be given power to borrow such sum of money as may be required for the purpose of obtaining ammunition and such other supplies as may be required by member clubs. Where such money is borrowed by way of guarantees or personal loan it will be necessary for the Council to release such guarantees or loan as first priority out of receipts from the sale of ammunition or other equipment.
- 17.7** Each Section Director shall submit to the Administration Officer by the 30th day of June in each year a detailed budget covering the activities of their Section for the next financial year following the Annual General meeting in that year to enable a budget of expenditure to be drawn up and discussed at the Council meeting held prior to the Annual General meeting. By 30th day of June in each year they will also furnish to the Administration Officer an updated detailed budget for the financial year commencing 1st day of July in each year.



18 PAYMENTS TO MEMBERS

No part of the Association's income or other funds is to be used or be available for the personal use of any member or an associated person of any member.

18.1 The Council may make reasonable payment to a member for services or reimburse or pay any reasonable costs incurred by a member on behalf of the Association.

18.2 No member of the Association or any person associated with a member shall participate in or materially influence any decision made by the Association in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever.

18.3 Any such income paid shall be reasonable and relative to that which would be paid in an arms length transaction (being the open market value).

19 DELEGATION

19.1 The Council may appoint sub-committees consisting of Registered Club Members, the members of which need not be members of the Council for any purpose within the powers of the Council.

19.2 The Council alone shall have the power to appoint all delegates and representatives to represent the Association on any body or organisation and may appoint and dismiss officers or officials to control any section of the Association's affairs. The Council shall determine the conditions and terms of appointment of such officers and officials.

20 DISSOLUTION

The Association shall be dissolved ipso facto on the vote of the majority of those present and entitled to vote at a Special General Meeting convened to consider such question.

21 DISPOSITION OF ASSETS

If, upon the winding up or dissolution of the Association, there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to some other incorporated organisation or body having objects similar to the objects of the New Zealand Pistol Association, within New Zealand.



22 RANGE OFFICER

All shooting events under the control of the Association shall be supervised by a range officer and such range officer shall be qualified to a level commensurate with the status of the event being supervised.

23 OFFICE

The Registered Office of the Association shall be situated care of the Administration Officer, Wellington or at such other place for the time being decided upon by Council. Notice of every change of situation of Registered Office shall be duly sent to the Registrar.

24 ALTERATION OF RULES

24.1 The Rules of the Association may be altered, added to or rescinded by two-third majority of those present and voting at any General Meeting of the Association of which at least fourteen (14) days notice has been given by registered mail, to each member club.

24.2 The Association shall register any alteration in or in addition to these Rules as required by any statutory provisions for the time being in force.

24.3 No addition to or alteration or recession of the Rules shall be made without written approval from the Inland Revenue Department if it affects this Clause, Clause 21 (Disposition of Assets upon Winding up) or Clause 18 (Payments to Members).

25 SEAL

The seal of the Association shall be in the custody of the Administration Officer but shall not be affixed to any document except by order of the Council and in the presence of the Administration Officer and two members of the Council who shall at the same time sign the document to which the Seal is so attached.

26 INTERPRETATION OF RULES

All members shall be held to consent and be bound by the Rules and By-laws of the Association and the decision of the Council on the interpretation of the Rules or By-laws, or in regard to anything done or suffered thereunder shall be final and conclusive unless and until it is varied by a decision of the Annual General Meeting and members shall not be entitled to appeal or apply to any Court because of anything done or purported or omitted to be done under such Rules or By-laws.



27 NATIONAL CHAMPIONSHIPS

The venue of the New Zealand Pistol Association National Championships shall be decided by the Council, twelve (12) months prior to the event, after consultation with Judges Council.

28 INDEMNITY

The Association and its officers and members shall be indemnified against the actions of any officer or member except where that officer or member is acting in accordance with the direction of the Association.

29 SAVINGS

All rules existing immediately prior to these Rules coming into operation are hereby revoked save that such revocation shall not affect the validity effect or consequences of anything already done or suffered, or any right interest or title already acquired or the membership (Honorary or otherwise) of any member of the Association.

