



WAIKATO MINIATURE HORSE  
CLUB  
INCORPORATED

THE CONSTITUTION AND RULES

## 1. Name

The name of the Association is Waikato Miniature Horse Club Inc

## Objects

The objects for which the Society has been established are:

- a) To promote the Miniature Horse (up to and including 38" in height at maturity) in Region 3 as defined by the New Zealand Miniature Horse Association Inc.
- b) To associate with other clubs, societies and associations for the betterment of the Miniature Horse
- c) To teach members proficiency in horsemanship and the proper care and control the Miniature Horse
- d) To promote shows and other events for exhibition of Miniature Horses
- e) To organise Miniature Horse seminars and training days, and to provide information to members
- f) To cultivate and promote understanding courtesy and to develop self discipline and responsibility in all equestrian matters
- g) To encourage enjoyment of the miniature horse and encourage the use of miniature horses in many equestrian fields.

## 3. Control of Funds

- a. The ANZ Bank shall be the Bank used by the Waikato Miniature Horse Club Inc for all banking services.
- b. All funds received by the Association will be paid into its bank account.
- c. All cheques and withdrawal slips drawn on the Associations account will be signed by the Treasurer and one of the two other members appointed by the Waikato Miniature Horse Club Inc.
- d. The income and property of the Association is to be applied solely to further the aims of the Association.

## 4. Members

The Association shall consist of members, having fully paid their membership and having been approved by the Committee. The Association will keep a register of all current members including each member's name, address and occupation and the date on which they became members.

## 5. Classes of Members

- a) Full Member – any person 18 years of age and over having joined and been accepted by the Association as a full member and paid the annual subscription. Full adult members shall reside in Region 3 as defined by the NZ Miniature Horse Association Inc and own/lease a miniature horse registered with the NZ Miniature Horse Association Inc. A Full Adult Member who resides in Region 3, who does not own a miniature horse may be accepted as a member, at the discretion of the Committee at the time of application.
- b) Junior Member – any person 17 years of age and under having joined and been accepted by the Society and paid the annual subscription. Junior members shall not be entitled to hold office or vote at any meeting. Junior members shall reside in Region 3.
- c) Full Family Membership – for families consisting of two or less adults and their dependant children. Full Family members are entitled to full showing rights for each

individual in their family. The family shall reside in Region 3 and own/lease a miniature horse registered with the NZ Miniature Horse Association Inc.

- d) Honorary Member – the Committee may by a simple majority confer on any member or other person Honorary membership in recognition of special service to the Association including noteworthy furtherance of all or any of the Association's objects. The Honorary member shall not be required to pay annual subscriptions.
- e) Associate Member – any person not eligible for full membership under the foregoing clause. An associate member has no voting rights, but is entitled to all of the other benefits of full membership.
- f) Associate Family Membership – for families not eligible for full Family membership. To consist of two or less adults and their dependant children. Family members are entitled to full showing rights for each individual in their family.

#### 6. New Members

New Members may be admitted upon their written application to the Secretary of the Association signed by themselves and nominated by a full Waikato Miniature Horse Association member and on payment of the annual subscription. All membership applications will be approved or disapproved at the next Committee meeting (at their sole discretion), and if accepted will be valid from that point.

#### 7. Joining Fee

No joining fee shall be payable.

#### 8. Annual Subscriptions

Every member shall on or before the 1<sup>st</sup> day of September in each and every year pay to the Association an annual subscription fixed by resolution at the annual general meeting.

#### 9. Conduct of Members

No member shall conduct him/herself or be guilty of any such conduct as to bring the Waikato Miniature Horse Club Inc into discredit, or act in any way against the objects of the Club.

#### 10. Resignation of Members

Any member may resign from their membership by giving to the Secretary notice in writing to that effect and every such notice shall unless otherwise expressed take effect as from the date of such notices. A person who ceases to become a member remains liable to pay to the Association the amount of any subscription or other accounts due and payable by the person to the Association but unpaid at the date of that cessation. The Association will make no refund to the resigned member for any subscription already paid.

#### 11. Expulsion of Members

The Committee may at any time by letter invite any member within a specified time to retire for breach by him/her of this Constitution or any unworthy conduct including maltreatment of horses and cheating and in default of withdrawal to submit the question of expulsion to a special committee meeting to be held within one calendar month from the date of such letter in hand at such meeting the member whose expulsion is under consideration shall be allowed to offer an explanation verbally and/or in writing and there upon two-thirds of the members present shall vote for his/her expulsion they shall

forthwith, without releasing him/her from any antecedent liability to the Society, cease to be a member and forfeit all rights, title and interest and shall have no claim against the Association for reimbursement of any annual subscription or any part thereof PROVIDED HOWEVER that voting at any such meeting for the expulsion of a member shall be by ballot if so demanded by not less than five members present.

## 12. Affiliation

The Waikato Miniature Horse Club Inc is to be affiliated to the NZ Miniature Horse Assn Inc and to pay the required joining fee and yearly subscription fee for affiliation rights to the NZMHA. The Show Rules of the NZMHA (and updates as are passed at the NZMHA Annual or Special General Meetings) are to be adopted for the running of all events held or organised by the Waikato Miniature Horse Association Inc.

## 13. Alteration to WMHC Rules

The Association may alter, add or cancel any of these rules at an Annual General meeting or Special General Meeting provided that –

- a) Written notice of the proposed change is included in the notice calling the meeting and such notice shall be sent to all members in the prescribed time frame as in “Notice of Business”.
- b) A two-thirds majority of the members present at the Meeting agree to the change.
- c) No alterations, additions or cancellation will be made to these rules that are in conflict with either the aims of the Association or charitable nature of the Co-operative.
- d) Duplicate copies of every such alteration, addition, rescission or amendment shall forthwith be delivered to the Registrar and the New Zealand Miniature Horse Association Inc in accordance with the requirements of the Act.

## 14. Annual General Meeting

- a) An Annual General Meeting of the Association shall be held each year not more than fifteen months after the previous Annual General Meeting.
- b) The business of the Annual General Meeting will include –
  - I. President’s Report (Annual Report),
  - II. Financial Account and Treasurer’s Report,
  - III. The election of the following office holders – President, Vice President, Secretary, Treasurer, 4 Committee Members,
  - IV. The appointment of a suitably qualified person to review the financial accounts
  - V. The consideration of any other business.

## 15. Special General Meeting

The President or in his/her absence or inability the Vice President may at any time for any special purpose call a Special General Meeting and he/she shall do so forthwith upon a resolution in writing of any 8 members stating the purpose for which the meeting is required. The Secretary will give notice of a Special General Meeting no later than fourteen days after receiving the request.

## 16. Committee Meeting

Seven days notice is deemed to be served and not less than four committee meetings shall be held in each year at such times and places as the President or in his/her absence or inability the Secretary or Vice President shall direct for the purposes of transacting the business of the Association and deciding upon such resolutions as shall be duly submitted to the meeting.

## 17. Notice of Business for Annual or Special General Meetings

- a) Thirty days notice of Annual or Special General Meetings will be given to all members stating the time, date and place of the Meeting.
- b) The Notice will include the business to be transacted at the meeting, and in the case of a Special General Meeting, the reason for calling the meeting.

## 18. Service of Notices

Every notice required to be given to the members or any of them shall be deemed to have been duly delivered if posted to them in a pre-paid letter addressed to them at their last known address.

## 19. Procedure at Annual or Special General Meetings

At all meetings the President shall take the chair and in his/her absence the Vice President and in the absence of both the President and Vice President the members of the committee shall elect one of their members to take the chair. Every full adult member (excluding associate members) shall be entitled on every motion to one vote exercised in person. In the case of an equality of votes the Chairperson for the time being shall have a casting vote as well as a deliberative vote.

## 20. Proxy Votes/Postal Voting

Proxy votes will not be valid at any Associations meetings e.g. Committee, Annual and Special. A member is eligible to vote by post on any remit at an Annual General Meeting or Special General Meeting.

## 21. Voting Rights

Only accepted financial members shall be entitled to vote at any meeting of the Association. Members shall have the following votes according to their membership classification –

- a) Full adult members – One vote
- b) Full family members – each adult to have one vote – maximum of 2 votes per family
- c) Junior members – No vote
- d) All associate members – No vote

## 22. Quorum

At all committee meetings four (4) members shall constitute a quorum, at the Annual General Meeting 8 members shall constitute a quorum and at a Special General Meeting 8 members shall constitute a quorum.

## 23. Attendance at Meetings

Any Committee Member who fails to attend three consecutive Committee Meetings must vacate that position forthwith, unless leave of absence is granted by the Committee.

#### 24. Vacancies on Committee

The Committee shall have the power to appoint a member to fulfil any casual vacancy on the committee until the next Annual General Meeting and any member so appointed shall retire at the next Annual General Meeting together with the rest of the committee but all or any of the retiring committee shall be eligible for re-election. The Committee may co-opt up to three people, who may or may not be members of the Association, to assist the Committee in its work. A co-opted person may exercise the same rights as a member. His or her co-option will cease at the next Annual General Meetings. The Committee may at its discretion invite a junior member to sit in at its meetings, and give input (no voting rights).

#### 25. Duties of the Committee

It shall be the duty of the Committee generally to conduct the affairs of the Association and to keep usual and proper books of account properly posted up and other records of the business of the Society and to notify members of intended meetings and the business to be transacted thereat and to prepare and submit to the Annual General Meeting a report, balance sheet and statement of accounts for the preceding year. Meetings of the Committee may be convened at such times and places as the President shall decide or in his/her absence, inability or refusal to act, the Secretary shall convene a meeting and four persons shall be a quorum. Sub Committees may be set up by the Committee.

#### 26. Minutes of Meetings

Copies of minutes of a meeting are to be sent to all non-attending Committee members.

#### 27. Investment of Funds

The Association may from time to time invest and re-invest in such securities and upon such time as it shall think fit the whole or any part of its funds which shall not be required for the immediate business of the Association.

#### 28. Borrowing Powers

The Association shall in addition to the other powers vested in it have the 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 property and/or rights of the Association or without any such security and upon such terms as to priority and otherwise as the Association shall think fit but the powers of so borrowing or raising money shall not be exercised except pursuant to a resolution of the Association passed at an Annual General Meeting, Special General Meeting, or committee meeting.

#### 29. Winding Up

The Association may be wound up if –

- a) A two-thirds majority of the members at a General Meeting pass a resolution to wind up the Association, and
- b) A second meeting is held not earlier than 30 days since the first meeting to confirm or reject the resolution,
- c) At the second meeting a two-thirds majority of the members confirm the resolution

In the event of the Association being wound up the surplus assets after payment of the Association's liabilities and the expenses of the winding up shall be forwarded to an organisation with similar aims as determined by the members of the Association.

### 30. Regulations

The Association shall from time to time by resolution in committee meeting make, amend or rescind regulations not inconsistent with these rules governing procedure at its meetings and the conduct of the affairs of the Association.

### 31. Registered Office

The registered office of the Association shall be that of the current Secretary.

## GENERAL BUSINESS

### 1. Classes of Horses

Category A – Measuring 34" (36cm) or less in height of maturity,

Category B – Measuring more than 34" (36cm) but not more than 38" (52cm) in height at maturity

These measurements are maximum measurements at maturity.

The Show Rules of the NZMHA give a full description of Height for Age Requirements.

### 2. Show Rules

All events, shows, ribbon days held or organised by the Waikato Miniature Horse Association Inc shall be run under the rules of the NZMHA. Members only shall be eligible to exhibit at any show, unless the committee declares the show to be open. A judge must receive a copy of the show rules at least fourteen days before judging (if that is practical).

### 3. Shows

The Committee to set and run shows and events throughout the season as it deems fit. All show/event dates and schedules must be approved at a committee meeting. Shows and events including fun days should be spread over a range of venues throughout Waikato as the committee decides fit. The Committee to work closely with the elected NZMHA Regional Delegate with an aim to holding the Regional Show, in-conjunction with them each year in terms of the rules and policies of the NZMHA.

### 4. Judges

All judges must be approved at a Committee meeting before they are approached to judge. All contact with a judge on official Association business must be via the Show Secretary or the President only.

### 5. Shows, events,

Competitions, etc held by the Association, are the sole responsibility of the Waikato Miniature Horse Association to organise and set up.

### 6. Committee Meetings

All Committee members are to be invited to Committee Meetings.

### 7. Association's Newsletter

The Association to publish a newsletter quarterly or bi-monthly. An Editor shall be appointed by the committee.