



CONSTITUTION OF THE UNIVERSITY OF CANTERBURY  
**Navigators**  
CLUB/SOCIETY/ASSOCIATION  
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**Navigators**  
CLUB/ SOCIETY/ ASSOCIATION



### 1. NAME

The name of the club/society shall be the "University of Canterbury Navigators Club/Society"; hereinafter referred to as the Club.

### 2. OBJECTIVES

a) The objectives of the Club shall derive, and not be at conflict with, the aims, objectives and policies of the University of Canterbury Students' Association Inc.

b) The objects of the Club shall be:

to further the religious / social / cultural / political / educational / sporting interests of all members of the Club, and to:

Help each other develop a life-changing relationship with God.

We all come from different backgrounds, meet regularly to pray, read the bible, and talk freely about God and what He is doing in our lives. We encourage, challenge and inspire each other while equipping our members to share their faith with those around them.

Ultimately, the one thing we have in common is that we all love God, wish to strengthen our relationship with Him and through this, transform our everyday lives.

Our vision is to build an inclusive community characterised by love, transparency, honesty and an eagerness for God. We want to demonstrate to the wider university and our friends the good news of knowing Jesus, which brings hope and true meaning to life.

### 3. MEMBERSHIP

a) The following persons shall be eligible for membership:

\*any member of the University of Canterbury Students' Association Inc.

\*any graduate member of the University of Canterbury Students' Association Inc.

\*any staff member of the University of Canterbury.

\*any associate member who shall be any other member admitted to the Club at the discretion of the committee.

b) Membership will be granted upon both

(i) signing up for the club, and

(ii) attending at least 3 meetings of the club in the past 12 months. Meetings are defined as one of the weekly bible study groups.

### 4. CONDUCT OF THE EXECUTIVE

Committee members must sign and uphold the Executive Expectations of Conduct, which shall be available for all members to view.

### 5. OFFICERS AND COMMITTEE

a) The Officers of the Club shall be the President, Vice-President, Secretary, Treasurer, and Communications Officer. These officers shall be elected at the Annual General Meeting and shall hold office until the next Annual General Meeting, unless they:

\* Resign, or

\* Lose a vote of no confidence at a General Meeting during their term of office, or



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\* Are removed from office due to a conduct issue (see section 4).

b) At the same meeting there shall be elected 3 to 5 members, who, with the President, Vice-President, Secretary, Treasurer, and Communications Officer, shall form the Committee of the Club. They shall hold office until the next Annual General Meeting, unless they:

\* Resign, or

\* Lose a vote of no confidence at a General Meeting during their term of office, or

\* Are removed from office due to a conduct issue (see section 4).

c) No members shall be eligible for election to any office unless they have attended 6 meetings of the club in the past 12 months.

d) All votes shall be by secret ballot. Proxy voting is not permitted in any voting occasion.

(e) If there is a general meeting scheduled for within 14 days when a vacancy occurs, the vacancy will be filled by vote at that general meeting. Otherwise, the vacancy will be filled by the committee on their motion at the next committee meeting.

## 6. MANAGEMENT

a) The committee of the Club, as provided for in Clauses 5(a) and (b), shall manage the internal affairs of the Club; shall exercise supervision over properties and members; shall purchase all materials required by the Club and pass accounts for payment.

b) The committee shall have power to carry out and enforce the constitution, and from time to time, make, amend or rescind by-laws as it deems fit.

c) At all committee meetings, 6 members shall form a quorum.

d) The President or any two members of the committee shall have the power, at all times, to instruct the Secretary to call a meeting of the committee of the Club.

(e) This meeting must occur no more than 14 days after the secretary has been instructed via section 6(d).

## 7. FUNDS

a) The funds of the Club, from whatever source derived, shall be applied only towards the promotion of the aims and objectives of the club and no portion of any funds shall be paid or transferred directly or indirectly, by way of dividend, bonus, salary, or otherwise to any member of the Club, with the exception of reimbursement to members of legitimate and actual expenditure on behalf of the Club which the Committee authorises.

b) All monies shall be received by the Treasurer, who shall deposit them in an account of the Club's.

c) The Club is solely responsible for all debts incurred in its name. No responsibility or financial liability will be taken by the University of Canterbury Students' Association Inc.

## 8. PRESIDENT

a) At all General and Special Meetings of the Club, the President shall occupy the Chair. Should she or he be absent the Vice-President (or a committee member, appointed by the other members), shall take the Chair.

b) The chairperson, at any meeting, shall in all cases have a deliberate vote, and also a casting vote should equal voting occur.

## 9. SECRETARY AND TREASURER

a) The Secretary shall attend all meetings and keep accurate minutes of the proceedings, read and file all communications and other papers, issue notices of meetings, conduct all correspondence, and attend



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generally to all clerical duties in connection with the Club. She or he will further see that affiliation to the University of Canterbury Students' Association Inc is completed annually.

b) The Treasurer shall collect and account for all subscriptions, and shall dispose of them as directed by the committee, keep proper books and prepare a Financial Report on Income and Expenditure for the financial year to the Annual General Meeting; also she or he shall prepare the Statement of Assets and Liabilities for the Annual General Meeting. She or he shall also keep a register of members, identifying both University of Canterbury student members and others.

c) The Treasurer shall also keep a record of equipment or property purchased, the cost, the receipt, and where such equipment is stored. She or he shall arrange insurances necessary.

### **10. ANNUAL GENERAL MEETING AND SPECIAL GENERAL MEETING**

a) Notice of Annual General and Special General Meetings shall be posted on the Club Notice board, UCSA Club Development Office, as well as on the Club's own notice board, not less than seven days prior to the meeting taking place.

b) An Annual General Meeting of the Club shall be held each year, at a date determined by the committee. The regular business of the meeting shall be:

i) To receive the Annual Report (President).

ii) To receive the Financial Report, and the Statement of Assets and Liabilities for the preceding

year.

iii) To elect Officers and Committee members for the forthcoming year.

iv) To transact any other general business of the Club.

c) A special General meeting of the Club shall be called by the secretary on receiving a written request by the President, by at least ten (10) members, or by the committee on its motion.

d) This meeting must occur no more than 14 days after the secretary has been instructed via section 10(c).

e) At all General Meetings of the Club, members only shall be entitled to vote.

### **11. FINANCIAL YEAR**

a) The financial year of the Club shall begin on the first day of January, and terminate on the last day of December in each year.

### **12. CONSTITUTION**

a) The Secretary and Treasurer shall keep copies of this Constitution, which shall be available to members on application.

### **13. ALTERATION OF THE CONSTITUTION**

a) No part of this Constitution shall be altered, rescinded or added to except at a General Meeting of the Club called for that purpose and every proposed alteration must be handed to the Secretary at least eight (8) clear days before the date of such a meeting.

b) No motion to alter or rescind or add to this constitution shall be deemed to be carried at a General Meeting unless two-thirds majority vote in favour of the changes to be received from the members present.

c) The UCSA Clubs Development Officer, UCSA Clubs Committee, and University of Canterbury Students' Association Inc must be notified in writing of any alterations made.

d) No motion to alter or rescind or add to this Constitution shall be deemed to be carried if the University of Canterbury Students' Association Inc Executive deems the change to be contrary to the interests, aims or objectives of the University of Canterbury Students' Association Inc.



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**14. STANDING ORDERS**

a) The Standing Orders of this Club shall be those of the University of Canterbury Students' Association Inc.

**15. AFFILIATION**

The Club shall apply for affiliation to the University of Canterbury Students' Association Inc on an annual basis, and will abide by the decisions and rulings of its Executive. The conduct of the affairs of the Club shall be in accordance with the Constitution of the University of Canterbury Students' Association Inc.

**16. WINDING UP**

- a) The Club shall be wound up if:
  - i) A motion to that effect is passed by a two-thirds majority at a General Meeting.
  - b) In the event of the Club winding up, all property and assets (including any monies held in the club bank account), shall be held in trust by the University of Canterbury Students' Association Inc for not less than four years, and shall be given to a University of Canterbury Students' Association Inc Club with the same objectives when such a Club is formed. If, after four years, no similar University of Canterbury Students' Association Inc Club is formed, the University of Canterbury Students' Association Inc shall have the power to dispose of assets and properties as it sees fit. All profits from such disposal shall go towards the University of Canterbury

Students' Association Inc Club Funds.

President Signature: *SSSmith* Date: 26/10/2021  
 Sarah-Jane Smith

Vice-President Signature: *JH* Date: 2/11/2021  
 Joel Tregurtha

Secretary Signature: *ELP* Date: 26/10/2021  
 Eliza Posthuma

Treasurer Signature: *Joe Kent* Date: 26/10/2021  
 Joe Kent