

**WAIKATO
COMBINED
EQUESTRIAN
GROUP INCORPORATED**



**CONSTITUTION
and
RULES**

September 2019

CONSTITUTION and RULES

The Waikato Combined Equestrian Group Incorporated

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CONSTITUTION and RULES

The Waikato Combined Equestrian Group Incorporated

1. NAME

The name of the organisation shall be "**The Waikato Combined Equestrian Group Incorporated**" hereinafter referred to as "**WCEG**".

2. OBJECTIVES

The objects of the WCEG, which are limited to New Zealand, are as follows:

- (a) To develop an equestrian facility for the community that promotes equestrian excellence;
- (b) To efficiently operate and manage the "**Waikato Equestrian Centre**" hereinafter referred to as the "**WEC**";
- (c) To provide services and facilities for a wide range of equestrian interests;
- (d) To provide a place for equestrian learning, teaching, competition and recreation";
- (e) To promote recognised equestrian interests within the Waikato region;
- (f) To provide a place where people can experience equestrian activities;
- (g) To do all such things as may be deemed necessary to attain and complement the above objectives.

3. POWERS

In furtherance of the above objectives the WCEG may exercise all or any of the following powers:

- (a) To receive, hold and assign any copyright or copyright material or any unregistered design;
- (b) To purchase, erect, build, take or lease, or otherwise obtain the use or occupation of and to manage, extend, improve, develop, alter, maintain and repair and to sell, let, lease, donate or otherwise dispose of real and personal property of every description;

- (c) To accept gifts whether by way of endowment or otherwise and whether by gift from one living person to another or by way of devise or bequest given for the furtherance of the objects of the WCEG or any of them and to accept and to discharge trusts attached to the subject matter of any such gifts;
- (d) To borrow or raise or secure the payment of monies for the furtherance of the objects of the WCEG either with or without security;
- (e) To invest all or any monies held by the WCEG on the WCEG's behalf hereof in and upon investment authorised by the law for the time being in force in New Zealand;
- (f) To institute, initiate, or take and to defend, compromise or abandon legal proceedings involving the property or affairs of the WCEG;
- (g) To apply any income, benefit or advantage to the charitable purposes of the WCEG. No member or person associated with a member of the WCEG shall derive any income, benefit or advantage from the WCEG where they can materially influence the payment of the income, benefit or advantage.

Except where that income, benefit or advantage is derived from:

- (i) Professional services to the WCEG rendered in the course of business;
 - (ii) Interest on monies lent at no greater rate than current market rates. Notwithstanding Clause 21, no alteration, addition or repeal of this clause shall be made which would alter the charitable status of the WCEG for taxation purposes or any other purposes.
- (h) To do all lawful things which are deemed necessary, convenient or incidental to the carrying out of any of the objectives of the WCEG, provided always that it shall be a basic principle of WCEG that its Constitution, Rules, management and conduct shall be non-sectarian, non-political and multi-racial.

4. **REGISTERED OFFICE**

The registered office of the WCEG shall be at 1340 Pukete Road, RD8, Hamilton, or such place as the Committee of the WCEG, hereafter referred to as the Committee, shall from time to time determine, and shall be notified to the Registrar of Incorporated Societies.

5. **THE SEAL**

The Common Seal of the Organisation shall bear the registered name of the WCEG and the Secretary shall have the custody of the Common Seal. The Committee may from time to time by resolution change, alter or adopt such new seal as they may deem proper. The Common Seal shall not be affixed to any document except pursuant to a resolution of the Committee and shall be so affixed in the presence of two Executive members of the Committee (hereafter referred to as the Executive) (one being the President or Secretary) who shall sign every document so sealed.

6. **MEMBERSHIP**

Membership of the WCEG shall be open to recognised equestrian organisations and interested persons. Membership, unless otherwise stated, includes all classes of membership.

6.1 **Classes of Membership**

The classes of membership of the WCEG upon the adoption of this Constitution are as follows:

(a) **Ordinary Members**

Ordinary members are individual members who pay the prescribed annual membership fee for the type of membership selected as offered by the Committee for use of the WEC facilities.

(b) **Life Member**

The title of Life Member shall be granted to a person in recognition of their meritorious service to WCEG, subject to the following conditions:

(a) The name of the proposed Life Member shall be submitted to the Committee. On the majority approval by the Committee, the Life Member will be announced at the next AGM; and

(b) A Life Member may have the title removed on a majority finding of the Committee consequent to clauses 6.4 and 12.1.

(c) **Family Members**

Family Members are any family consisting of married or de facto couples, parent(s) and/or guardian(s) with children under the age of 18 years and who pay the prescribed annual membership fee for families for the type of membership selected as offered by the Committee for use of the facilities.

(d) **Foundation Member**

A Foundation Member is a person who contributed a founder grant to establish the WCEG and was involved in the management prior to 1986 and is recorded on the Honours Board.

(e) Affiliated Groups

Affiliated Groups are financial organisations of groups of people that are involved in an equestrian activity and who pay the prescribed group affiliation fee. Their voting power is prescribed in clause 17.

6.2 Application for Membership

- (a) Any recognised equestrian organisation or interested person shall become, and be entitled to remain, a member when they have:
- (i) ;
 - (i) Submitted an application for membership via the prescribed application form (available from the website or on application to the Committee) or via Equestrian Entries website. The applicant must nominate the class of membership that they desire.
 - (ii) Had their application approved by the Committee;
 - (iii) Paid the annual subscription in respect of the current financial year.
- (b) The membership application form shall include acknowledgements by the applicant that by signing the form she/he:
- (i) Consents pursuant to the Privacy Act 1993 to personal information in the form of her/his name, residential address, office held (if appropriate) and contact details (if required) being included in the membership list of the WCEG and displayed or circulated to members and sponsors if deemed necessary by the Committee;
 - (ii) Agrees to be bound by the Constitution and Rules of the WCEG.
- (c) If membership is declined the applicant has a right of appeal to the Committee, who, where appropriate, will appoint an independent arbitrator. The decision of the arbitrator shall be final and binding on all parties.

6.3 Termination of Membership

- (a) Membership of the WCEG shall be terminated:
- (i) On written resignation to the Secretary;
 - (ii) On non-payment of the annual subscription or any other dues for a period of three (3) months from the due date.

- (b) If membership is terminated:
 - (i) Because of non-payment of any subscription, any outstanding subscription must be paid on re-admission.
 - (ii) For any other reason, the termination will not cancel any fees or other financial obligations incurred by the member.

6.4 **Expulsion or Suspension from Membership**

If the conduct of any member of the WCEG is deemed objectively objectionable to another member, or objectively brings discredit on the WCEG, or in the event of serious misconduct on behalf of that member, the Committee may, on the decision of not less than two-thirds of the Committee members present, expel the member from membership of the WCEG, notwithstanding, and in appropriate application of the Disciplinary Procedure as per the Constitution. Serious misconduct is defined in clause 12.1.

7. **PATRON**

On the recommendation of the Committee, the WCEG may elect a Patron or Patrons at the Annual General Meeting.

8. **THE Committee of the WCEG**

The Committee shall consist of:

- (a) President, Vice-President, Secretary, Treasurer (the Executive);
- (b) Up to four additional elected members;
- (c)
- (c) The Committee may choose to co-opt additional persons on to the Committee as appropriate to the needs of the Committee. The co-opted persons need not be members of WCEG.
- (d) The Past President automatically becomes a member of the Committee for the year immediately after vacating the office of President;
- (e) One nominated delegate from each Affiliated Group will be considered a member of the wider WCEG Committee and is invited to any monthly Committee meeting, with non-voting rights.

9. **NOMINATIONS FOR THE COMMITTEE**

- (a) A notice calling for nominations of the Executive and other members for the Committee, together with nomination forms, shall be called before 30 June each year.

- (b) Written nominations for the position of the Executive and other members of the Committee shall be delivered to the Secretary on or before the 31 July immediately preceding the Annual General Meeting.
- (c) Each nomination must be signed by the proposer and seconder who must be financial members whose subscription is not in arrears.
The nomination form must be countersigned by the person nominated as evidence of his or her consent.
- (d) Only financial members whose subscription is not in arrears shall be eligible for election to a position on the Committee.

10. **ELECTION OF MEMBERS TO THE EXECUTIVE**

- (a) The officers and other members of the Executive shall be elected at each Annual General meeting:
 - (i) Only financial members whose subscription is not in arrears shall be elected to positions on the Executive.
 - (ii) Members shall normally be elected for a two-year term. 50% of the Executive shall retire each year, but at the end of their two year term the retiring members shall be eligible for re-election at the subsequent Annual General Meeting.
 - (iii) No member shall be elected President or Vice-President unless he or she has served on the Committee for a minimum of one year.
- (b) Elections shall be conducted and declared in the following order:
 - Patron
 - President
 - Vice-President
 - Secretary
 - Treasurer
 - Auditor / Reviewer
- (c) When more than the required number of candidates is nominated for any office, the election shall be held by ballot:
 - (i) Members shall place a tick alongside the name of the person they wish to cast their vote for;
 - (ii) No voting paper shall be valid which records a vote for more than the exact number to be elected.
- (d) A member shall be deemed to have resigned from the Executive if that member:
 - (i) Becomes unable to attend by reason of infirmity;
 - (ii) Resigns from office or membership of WCEG;

- (iii) Fails to pay her/his annual subscription or any other dues for a period of three (3) months from the due date;
 - (iv) Becomes an undischarged bankrupt;
 - (v) Is absent from committee meetings for more than two months without consent;
 - (vi) Is removed from office by resolution of the Committee subject to the Disciplinary Procedure.
- (e) If any vacancy occurs after the Annual General Meeting, the Committee may fill such vacancy.

11. **MANAGEMENT**

The management of the WCEG shall be vested in the Committee.

- (a) The Committee shall meet every month, or more frequently if required;
- (b) Each Committee meeting shall have not less than six (6) members present to form a quorum;
- (c) A meeting of the Committee may be convened by the President or the Secretary, or by any two other members of the Executive;
- (d) The President, or in her/his absence the Vice-President, shall preside at all Meetings of the Executive;
- (e) Each member of the Committee shall be entitled to one vote and the Chairperson both a deliberative and a casting vote which shall have due regard to the status quo; no proxies shall be allowed;
- (f) Decision-making will be reached by consensus. Where this is not possible all questions shall be decided by a bare majority of votes, the method of voting at all meetings shall be by a show of hands unless at least 50% of members present demand a ballot, in which case the questions shall be decided by ballot;
- (g) Any member who may financially benefit from any transaction(s) resulting from decisions that they have an influence in making, or who has any objective conflict of interest, must declare their interest to all involved prior to the decision being made;

Due to that conflict of interest the member shall not speak to the issue in question and shall not vote on the issue;
- (h) The Committee shall have the power to appoint sub-committees and where necessary co-opt members or people outside the Organisation onto the same.

12. MANAGEMENT RESPONSIBILITIES

(a) The President or the Vice President shall:

- (i) Preside at all meetings;
- (ii) Supervise the selection, employment and performance of all paid and voluntary staff.

(b) The Secretary shall, or delegate:

- (i) Attend all general meetings and meetings of the Committee, keep minutes of these meetings together with a record of attendance;
- (ii) Conduct such correspondence as may be required by the Committee;
- (iii) Maintain a record of all the correspondence of WCEG, the Committee, and sub-committees, and sign outward correspondence unless otherwise arranged with the President;
- (iv) Keep a register of members;
- (v) Take care of all the WCEG records.

(c) The Treasurer shall or delegate:

- (i) Supervise the office staff in respect of the collection and accounting for all subscriptions and other monies received on behalf of the WCEG. All such monies to be lodged to the credit of the WCEG at such Bank or Banks as the Committee shall decide from time to time;
- (ii) Supervise the recording of all financial transactions made by or on behalf of the WCEG and prepare and submit for audit, or review an annual statement of accounts plus an inventory and a balance sheet for presentation to the Committee and the Annual General Meeting;
- (iii) Produce Income and Expense statements and a schedule of Bank Account balances and such other reports as may be required at each monthly meeting of the Committee, together with the bank cheque books and statements;
- (iv) Supervise the payment of all wages and accounts payable and claims for compensation for expenditure as approved by the Committee;
- (v) Ensure that two signatories sign all cheques and vouchers for payments. The authorised signatories shall be the President, Treasurer, Vice-President and one other nominated member of the Committee;

- (vi) In terms of s 23 of the Incorporated Societies Act 1908, deliver annually to the registrar of Incorporated Societies a copy of the Organisations Financial Accounts as required under the Act.

12.1 DISCIPLINARY PROCEDURE REGARDING MEMBERS OF THE COMMITTEE

In the event of the serious, objective, misconduct of a member of the Committee, the Committee has the right, on the decision of the majority of the Committee, to suspend the individual from the Committee and from fulfilling any duties, obligations, or roles associated with or for the WCEG, until such time as the Committee is fully satisfied that the matter relating to the misconduct has been addressed appropriately for the WCEG.

In the event that the Committee, after sufficient consideration, is of the view that the conduct of the individual remains so serious as to be objectively objectionable to the WCEG, the Committee may expel or suspend, for a stated period of time, from the Committee that individual, provided that the individual has a right of appeal against the decision to the Committee to consider the matter. In those circumstances, the Committee will appoint an independent adjudicator to consider the matter. The decision of the arbitrator is full and binding on all members with no further rights of appeal.

For the purposes of the Constitution, "serious misconduct" may include, but is not limited to, health and safety breaches, financial impropriety, bringing the WCEG, or another closely associated with the WCEG, in to disrepute, assault on another person, physical damage to property, or theft.

13. INDEMNITY OF OFFICERS AND SERVANTS

No officer or paid servant of the WCEG shall be liable for the acts, omissions, neglects or defaults of any other officer or paid servant of the WCEG, or for any loss occasioned by any error of judgement or oversight on her/his part or for any other loss, damage or misfortune whatsoever which shall happen in the execution of the duties of her/his office or in relation thereto, unless the same happens through his/her own wilful default, negligence, or dishonesty

14. AUDITOR or REVIEWER

An auditor, who shall be a member of the Institute of Chartered Accountants of New Zealand Inc, and shall not be a member of the Committee, or a Reviewer, who shall not be a member of the Committee, shall be elected at the Annual General Meeting of the WCEG, and shall audit or review the books and certify the accounts of the WCEG for presentation to the Committee and the Annual General Meeting.

15. **DELEGATION**

Subject to these rules and to any resolution of an Annual General Meeting or Special General Meeting the Committee shall exercise all the powers and all the functions for which the WCEG is established and shall have the power to do all the things that are conducive to the attainment of one or all of the objectives of the WCEG.

16. **INTERPRETATION**

The Committee is the sole authority for the interpretation of these rules and the decision of the Committee upon any question of the interpretation of any matter affecting the WCEG and not provided for in these rules shall be final and binding on the members.

17. **MEETINGS**

- (a) Only members whose subscription is not in arrears are entitled to vote at the Annual General Meeting or any Special General Meeting.
- (b) The Annual General Meeting of the WCEG, for which members shall be given fourteen (14) days' notice in writing, shall be held each year on a date, time and place to be fixed by the Committee, but not later than four (4) months after the 31 May (end of financial year), for the following purposes:

- (i) To receive the President's report for the preceding year;
- (ii) To receive the Treasurer's report and audited or reviewed accounts for the preceding year;
- (iii) To elect Committee members (as specified in clause 10 above) for the ensuing year;
- iv) To approve such annual subscription as may be recommended by the Committee for the ensuing year;

A notice of proposed increase in the annual subscriptions be given with the notice of the Annual General Meeting if an increase is sought;

- (v) To consider and vote on any Notices of Motion which have been submitted to the Secretary not less than thirty (30) days prior to the Annual General Meeting;
 - (vi) To appoint an auditor or reviewer whose qualifications are consistent with clause 14 above.
- (c) Special General Meetings of the WCEG may be called:
- (i) By the Committee at any time;
 - (ii) Within twenty-one (21) days of the Secretary receiving a request in writing signed by at least 15 fully paid up financial members, and setting forth in the form of a Notice of Motion the purpose for which the meeting is required;

- (iii) Notice of such special meetings shall be given to the members in writing and shall be posted fourteen (14) days before the date of such meetings;
 - (iv) Only the business for which the meeting is convened shall be dealt with at any such meeting.
- (d) Conduct of Meetings
- (i) No business shall be transacted at any meeting of the WCEG unless a quorum shall be present, except that those present may fix a date, time and venue for the reconvening of the meeting;
 - (ii) For the Annual General Meeting or any Special General Meeting a quorum shall be not less than twenty (20) financial members entitled to vote
 - (iii) If, after half an hour of the calling of any meeting of members a quorum is not present, the meeting shall be adjourned and, notwithstanding a quorum not being present at the adjourned meeting, the meeting shall take place as if a quorum were present;
 - (iv) The President shall act as Chairperson at any meeting of the WCEG, or in her/his absence the Vice President shall act as Chairperson. In the absence of both the President and Vice President, any other member may be elected as Chairperson of that meeting. In the case of an equality of votes, the Chairperson shall have a casting vote;
 - (v) Each financial member whose subscription is not in arrears shall be entitled to attend and vote at the Annual General Meeting and any Special General Meeting and shall be entitled to one vote on every motion, to be exercised in person alone;
 - (vi) The method of voting at all meetings shall be by a show of hands unless at least 50% of the members present demand a ballot, in which case the question shall be decided by ballot;
 - (vii) The Chairperson shall declare the results of the voting. An entry recording the result of the voting shall be recorded in the minutes of the meeting and duly confirmed as set out in (viii) below;
 - (viii) The minutes of each Annual General Meeting or Special General Meeting shall be provisionally confirmed at the ensuing meeting of the Committee, and finally confirmed at the next Annual General Meeting.

18. **SUBSCRIPTIONS**

- (a) The members at the Annual General Meeting shall approve such annual subscription as may be recommended by the Committee for the ensuing year;
- (b) The annual subscriptions are due and run from the 1st of June until 31st of May.
- (c) If the annual subscription of any member shall remain unpaid for a period of three (3) months from the due date, she/he shall be deemed un-financial and shall not therefore unless the Committee shall otherwise determine be entitled to exercise or enjoy any right, privilege or advantage of membership, and may in terms of clause 6.3 (a) (ii) have her/his membership terminated.

19. **FINANCIAL YEAR**

The financial year of the WCEG shall be from 1st June to 31 May.

20. **BANK ACCOUNT**

Any bank account or accounts as may be set up from time to time by the Committee shall be operated as provided under clause 12 (c) (v) above.

21. **ALTERATION TO CONSTITUTION AND RULES**

These Rules may be altered, added to or amended by resolution at any Annual General Meeting or Special General Meeting of the WCEG PROVIDED THAT no such resolution shall be deemed to have been passed unless at least fourteen (14) clear days notice in writing shall have been given to every member of the WCEG whose subscription is not in arrears and the resolution thereafter carried by a majority of not less than two-thirds of the members voting thereat and PROVIDED THAT no addition to or alteration of the charitable objects, the personal benefit clause or the winding up clause shall be approved without the consent of the Inland Revenue Department, and/or the Department of Internal Affairs – Charities Services.

22. **WINDING UP**

- (a) The WCEG may be wound up in accordance with s 24 of the Act 1908, namely by a resolution of the majority of the members at a General Meeting and provided that such resolution is confirmed at a subsequent General Meeting called for the purpose and held not earlier than 30 days after the date on which the resolution to be confirmed was passed;

- (b) On dissolution of the WCEG the property thereof shall be disposed of in such a manner for an organisation within New Zealand having similar charitable objects, as may be decided by resolution of the members, provided that no member is able to receive any pecuniary gain from surplus assets or financial holdings when winding up;
- (c) In default of such agreement by members, a neutral body or person, such as the President of the District Law Society shall nominate an appropriate charitable organisation.

23. REPEALS AND SAVINGS

The Constitution and Rules of the WCEG operative at the date of adoption of this Constitution are hereby repealed and all acts of authority which originated there under and are subsisting or in force on the coming into operation of this Constitution shall continue in operation as if they had originated under this Constitution.

24. SUBCOMMITTEES OF THE WCEG COMMITTEE

(a) Name and Forming

Any subcommittee to be formed and named will be in accordance with the requirements, and with the permission, of the WCEG Committee (the Committee)

(b) Purpose

The Committee is responsible for determining the purpose of the subcommittee. All purposes of subcommittees must support the ongoing activities, endeavours, and purposes of the WCEG. No subcommittee is permitted to undermine, in any regard, the purposes of the WCEG. Subcommittee purposes may include, but are not limited to:

- a. Facilitating the effective working and administration of the WCEG;
- b. Coordinating and overseeing shows, competitions, working bees, clinics, and other equestrian activities.
- c. Organising appropriate charitable fundraising activities to support the WCEG.
- d. Providing advice, support and recommendations to, for, and about, equestrian endeavours and activities, including health and safety, and welfare.

(c) Membership

- a. Members of the subcommittee MUST be current financial members of the WCEG, except in exceptional circumstances, where the President, or the President's delegate, of the Committee, shall give their express permission. Non-members of the WCEG shall not have voting rights.
- b. The subcommittee shall consist of a minimum of 3 members.

- c. The President of the Committee, or delegate, is automatically a member of a subcommittee.
- d. Subcommittees shall have a Chair, a Treasurer, and a Secretary.
- e. Members of a subcommittee shall treat all subcommittee and general committee information with the strictest of confidence unless otherwise directed by the Committee, or appropriate delegate.

(d) Authority

- a. Subcommittees will operate under the general supervision and guidance of, and be subject to, conditions imposed by the Committee.
- b. Subcommittees are bound by the WCEG's Constitution, and by fiduciary obligations.
- c. Subcommittees are authorised to organise, in collaboration with the Committee, activities necessary to achieve its purpose. Subcommittees are not permitted to organise, or conduct activities outside of the purpose of the WCEG.
- d. All planned activities must be reported to the Committee on a monthly basis, and approval sought before the activity takes place, unless the Committee determines otherwise.
- e. Approval must be sought from the Committee, or where appropriate, the Committee's Treasurer, before any funds can be committed or expended. Subcommittee members shall ensure all funds utilised are for the purposes solely of the subcommittee's purposes and/or those of the WCEG. All expenses and spending must be justified with objective evidence provided. This may include, but is not limited to: invoices, receipts and expense claims.
- f. Any or all conflicts of interest must be declared formally to the Committee. The Committee has authority to remove a member of a subcommittee on the basis of a conflict of interest.

(e) Meetings

- a. Meetings of subcommittees shall be held at least once per month or at times determined by the subcommittee, and with the approval of the Committee.
- b. The quorum for all meetings shall be 3 members.
- c. Matters arising at meetings may be resolved by a majority of votes of members present. The Chairperson, or the person presiding at the meeting, has a deliberative vote and in the event of an equality of votes, a casting vote. In the event of a conflict, the President, will give a casting vote.

(f) Reporting

- a. Subcommittees shall provide a written report to every general meeting of the WCEG and shall include the minutes of the subcommittee meeting. This report shall include, but are not limited to, a copy of the income and expenditure and bank reconciliation. The report shall be signed by the Chair of the subcommittee.

- b. The report must include any resolved matters as recommendations for approval by the Committee before any action can be taken, unless otherwise agreed by the President, or the delegate.

(g) Finance

- a. The subcommittee will be responsible in all its actions to the Committee, which shall have the right to disband, reorganise or wind up the affairs of subcommittees, without notice.
- b. No subcommittee shall have access to, nor is authorised to operate, any bank account associated with the Committee or WCEG. Any and all required expenditure or payments shall be approved by the Treasurer, or delegate or combination of any 2 of the Committee.
- c. Proper accounting records shall be kept of all moneys received and expended by subcommittees, in accordance with the requirements of the Treasurer, or delegate of the Committee.
- d. The subcommittee may only store or hold cash, floats, or other associated finances with the explicit permission of the Treasurer, or delegate, of the Committee.
- e. Surplus funds shall be paid to the WCEG at the end of each activity or event. Funds designated for a special purpose will be kept separate by the Committee until required for the purpose for which it was designated.
- f. The subcommittee will ensure that the accounts are ready to be audited in conjunction with the audit of the WCEG's accounts by the same auditor.
- g. The subcommittee will develop a budget for presentation to, and approval by, the WCEG Committee.
- h. All monies shall be directed to the purposes of the subcommittee, and/or the WCEG.
- i. Reasonable expenses may be made to subcommittee members. Any such expenses are made only with the written approval of the WCEG Committee, and the member shall provide relevant objective evidence to support any such claims. Evidence may include, but is not limited to receipts and invoices. No expenses shall be made without the written approval of the Treasurer, or delegate, of the Committee.
- j. No subcommittee member shall make any type private pecuniary profit.

(h) Tenure

- a. The tenure of the subcommittee is at the discretion of the Committee.
- b. The Committee reserves the right to remove any individual subcommittee member without notice subject to a majority Committee decision. Membership may be rescinded because, but not limited to, breach of the Constitution or charitable obligations; health and safety breaches; bringing the WCEG into disrepute; and any other matters detailed in Clause 12.1 in relation to "serious conduct".

c. Continuation of a subcommittee is subject to an affirmative vote at a general meeting of the Committee.

(i) Changes

Changes to this Appendix may be made by recommendation put to a general meeting of the Committee.

Date approved:

Name of President:

Signature of President: