

Updates to the NZOIA Constitution – 2020 AGM

The Board recommends the following changes be made to the Constitution to allow for electronic general and special meetings when face to face meetings are not reasonably practicable. This necessity has been highlighted by the COVID-19 pandemic and will enable us the flexibility to continue to operate.

Motion: That the recommended changes to the NZOIA Constitution be adopted.

GENERAL MEETING QUORUMS & PROCEDURES

QUORUM

7.2 The quorum for all General Meetings of the Association shall be 10 full financial members, who have no fees owing, or 25 % of the total membership (whichever is smaller), personally present at the General Meeting. If it is not reasonably practicable to hold a face to face meeting, electronic meetings may take place as long as the above quorum is met.

7.3 However, if there is no quorum at the AGM, that meeting shall be adjourned to a place, date & time approved by a majority of the members present and entitled to vote. If there is no quorum at the adjourned AGM, the members present may transact the business of that meeting.

7.4 For all other General Meetings of the Association, if there is no quorum present the agenda for that General Meeting shall lapse.

ANNUAL GENERAL MEETINGS

7.16 The AGM shall be called by the Board once in each year being not more than 18 months from the date of the last Annual General Meeting. The Chief Executive shall send a notice of this meeting to all members 6 weeks before the meeting. If the meeting can not take place on the notified time, date or place due to unforeseen circumstances, all members will be notified of the proposed change and asked to vote in favour or against the change. The above quorum must be met from the vote, and 51% is needed to accept the change.

7.17 The business of the meeting shall be the election of officers, to receive the Chair's report, to receive the financial report and independent financial review, to set the subscription for the next financial year and deciding on any motion or proposal presented to the meeting in line with clause 7.18.

7.18 No other business shall be transacted unless a notice of motion is given to the Chief Executive in writing four weeks before the time of meeting.

7.19 The AGM shall cause minutes of its proceedings to be taken and a record kept thereof.

SPECIAL GENERAL MEETINGS

7.20 The Board shall convene a Special General Meeting (SGM) within two months of a request to the Chief Executive in writing specifying the proposed business and signed by six financial members.

7.21 The Chief Executive shall call the meeting in consultation with the Chair.

7.22 The Chief Executive shall send a notice of the SGM to all members not less than four weeks before the meeting. This notice shall include the business to be presented at the meeting.

7.23 No business shall be transacted at the meeting other than that specified in the notice convening the meeting.

7.24 The SGM shall cause minutes of its proceedings to be taken and as record to be kept thereof.