

Rules of New Zealand Esperanto Association, Inc

(As adopted on 7 January 1990 by the Annual General Meeting at Heretaunga)
(Clause 8 amended 14 January 1992 by Annual General Meeting at Richmond)
(Clauses 14 & 16 amended on 6 January 2001 by AGM at Auckland)

1. **Name:** The name of the Association is "New Zealand Esperanto Association Incorporated" or "Nov-Zelanda Esperanto-Asocio Korporaciigita", known by the short title of NZEA.
2. **Office:** The office of NZEA shall be situated at the address of the General Secretary.
3. **Objectives:** NZEA shall promote the spread and use in New Zealand of Esperanto by means such as:
 - (a) Forming and assisting groups to study and use the language.
 - (b) Providing a directory of Esperantists in New Zealand.
 - (c) Organizing correspondence courses, seminars, and examinations.
 - (d) Establishing standards of proficiency in the use and teaching of Esperanto and granting certificates of competency.
 - (e) Accepting and administering trust funds, deeds and legacies, and dispersable gifts in money or in kind, in accordance with the Incorporated Societies Act.
 - (f) Preparing and publishing a strategic plan to achieve these objectives.
4. **Neutrality:** NZEA shall be neutral with regard to nationality, race, sex, religion, politics, and social issues.
5. **UEA:** NZEA shall affiliate with the Universal Esperanto Association in accordance with the provisions in the statute of UEA.
6. **Membership:** Any person who accepts the Objectives of NZEA may apply for membership of NZEA to the Executive, who may accept or decline the application in these categories:
 - i. **Voting Members:**
 - (a) Ordinary Member: Any person who pays the annual membership fee.
 - (b) Life Member: Any Member who pays a fee proposed by the Committee.
 - (c) Honorary Life Member: On the recommendation of the Executive and the Committee, the AGM may so elect any person who has given great service to the Movement.
 - ii. **Non-Voting Members:**
 - (d) Associate Member: Any person who is a member of an Esperanto group affiliated with NZEA.
 - (e) Supporting Member: Any person who pays the Supporting Member subscription.
7. **Membership Subscription:**
 - (a) The Committee shall determine subscription rates from time to time.
 - (b) The financial and subscription year shall end on 30 September. There shall be no rebates.

8. Fellows:

- (a) The Committee of NZEA shall determine the criteria whereby Members may be elected Fellows.
- (b) The Executive shall elect from among the Fellows of NZEA a Fellowship Subcommittee.
- (c) The Executive may elect a Member as a Fellow on the recommendation of the Fellowship Subcommittee.

9. Retirement or Expulsion: Persons may cease to be members of NZEA by:

- (a) Submitting their resignation in writing.
- (b) Becoming more than one year in arrears with subscriptions.
- (c) A majority vote of the Executive that they have acted contrary to the interests or objectives of NZEA.

10. Affiliated Groups: The Committee may accept or decline the affiliation to NZEA of Esperanto groups that agree in writing to the Objectives of NZEA. The Committee shall determine the annual affiliation fee.

11. Patrons: The Committee may appoint Patrons.

12. Executive: The AGM shall each year elect the Executive consisting of the President, Vice-President, General Secretary, Assistant Secretary, Treasurer, and two other Members. Any Executive Member who does not attend meetings without acceptable reason may be replaced by the Executive.

13. Committee: The Committee of NZEA shall consist of:

- (a) All the members of the Executive, and
- (b) Officers appointed by the Executive, and
- (c) One person from each Affiliated Group, who must be a Voting Member of NZEA.

14. General Meetings:

- (a) An Annual General Meeting (AGM) of NZEA shall be held at a time and place decided by the Executive.
- (b) A Special General Meeting (SGM) may be called by ten Voting Members petitioning the Executive to hold a SGM within two months.
- (c) Members shall be notified in writing, in the official journal or by letter, of the time and place of General Meetings at least 28 days in advance.
- (d) The Executive may hold a Congress when and where it is practicable.
- (e) If the necessary quorum cannot be achieved by personal attendance at a general meeting, then the Executive may arrange a general meeting by teleconference, or may conduct the business of the Association by postal vote.

15. Management:

- (a) The Executive shall meet regularly and manage the affairs, properties, and funds of NZEA, subject to guidance by the Committee and General Meetings.
- (b) The Committee shall meet at the AGM and at other times when convenient. Urgent matters shall be determined by post or telephone.

16. Quorums:

- (a) An Executive Meeting may proceed to business if three Executive Members are present.
- (b) A Committee Meeting may proceed to business if five Committee Members are present.
- (c) A General Meeting may proceed to business if seven Voting Members are present.

17. Procedure at Meetings: At all meetings the President, or in his/her absence the Vice-president, shall take the chair. In the absence of both of these officers the meeting shall elect a chairman.

18. Method of Voting:

- (a) The chairman shall have a deliberative and a casting vote.
- (b) At Executive Meetings only Executive Members may vote.
- (c) At Committee Meetings only Committee Members may vote.
- (d) At General Meetings every Voting Member shall be entitled to one vote exercised in person or by proxy in writing through a Voting Member of NZEA.
- (e) No member shall have more than one vote by virtue of holding more than one office in NZEA.

19. Minutes: The minutes of meetings shall be recorded in Esperanto or English at the discretion of the Secretary.

20. Vacancies: The Executive shall have power to fill any casual vacancy on the Committee or Executive until the next AGM.

21. Sub-Committees: The Executive may establish sub-committees of any NZEA members and delegate the management of any matters to them.

22. Journal: The Executive shall arrange for the publication of an official organ and consult with the editor to determine its policies. It shall be sent free to all financial Voting Members of NZEA.

23. Book Service: The Executive shall endeavour to have a book service available.

24. Honoraria:

- (a) For services to NZEA the Committee may approve granting an honorarium commensurate with the services rendered.
- (b) A regular salary may be paid to any officer of NZEA.

25. Funds: The Executive shall:

- (a) Operate accounts in the name of NZEA. The Treasurer and two other members appointed by the Executive shall be the trustees.
- (b) Have power to borrow or raise money upon the security of NZEA.
- (c) Have the books audited for the AGM by the auditor, who shall be appointed by an AGM.

26. Liabilities: All financial liabilities of NZEA shall be the sole concern of NZEA, and it shall at no time pledge the credit of any other organization to which it may become affiliated and such organization shall not be responsible for any debt incurred by NZEA.

- 27. Rules:** Alteration of these rules shall require:
- (a) Notice of motion to the Executive, who shall notify all Voting Members at least two months before the AGM.
 - (b) either: Two-thirds majority at the AGM,
 - (c) or: Two-thirds majority by the Committee and ratified by a simple majority at the AGM.
 - (d) That no alteration shall in any way detract from the charitable nature of NZEA.
- 28. The Common Seal:** The Executive shall provide for the safe custody of the Common Seal of NZEA. The seal shall be used only by the authority of the Executive in the presence of two office bearers. Every document to which the Seal is affixed shall be signed by two such members and be countersigned by the Secretary or other person appointed by the Executive. The Executive may exercise all the powers conferred upon NZEA by the Incorporated Societies Act.
- 29. Dissolution:** If the dissolution of NZEA is necessary and agreed upon by a majority of Voting Members, all its debts shall be paid. Any surplus remaining shall be transferred to another recognised charitable organization in New Zealand having similar objectives to NZEA, or in default as a judge of the High Court shall direct. ñ