

RULES
OF
The National Beekeepers' Association
of New Zealand
(Incorporated)



INTERPRETATION.

In the interpretation of these Rules the following words and expressions shall have the meaning hereafter respectively assigned to them unless such meaning is inconsistent with the context, viz. :—

“The Association” means The National Beekeepers' Association of New Zealand Incorporated.

“The General Executive” means the General Executive Committee for the time being elected under Rule 21 of these Rules.

“The General Secretary” means the General Secretary-Treasurer for the time being of the Association.

“Year” and “Financial Year” mean from the first day of June in one year until the 31st day of May in the following year.

“Written” or “in writing” includes printed and type-written.

Words importing the singular number include the

plural and words importing the masculine gender include the feminine.

1. **NAME:** The name of the Society is The National Beekeepers' Association of New Zealand Incorporated.

2. **REGISTERED OFFICE:** The Registered Office of the Association shall be at Main Street, Foxton, or such other place in New Zealand as The General Executive shall from time to time determine.

3. **OBJECTS:** The Objects for which the Association is formed are:—

(a) To improve the Beekeeping Industry in New Zealand and the conditions obtaining therein.

(b) To promote the interests and prosperity of beekeepers throughout New Zealand.

(c) To promote and protect the production and marketing of honey and its by-products.

(d) To promote or oppose legislative and other measures affecting the said beekeeping industry.

(e) To collect and publish statistics and other information relating to the said industry.

(f) To protect members of the Association by insurance or otherwise from and against claims made against them for damage by bees.

(g) Generally to improve the prosperity and status of beekeepers in New Zealand.

4. **MEMBERSHIP:** Membership of the Association shall be extended to Beekeepers in New Zealand who are elected and who pay the annual subscription fees as hereinafter provided. If required a candidate for elec-

tion to membership shall sign a written application to the General Secretary for admission as a member of the Association.

5. ELECTION OF MEMBERS: Election for membership shall be by ballot of the General Executive and shall take place at such times as the General Executive shall from time to time determine. A majority of votes in favour of a candidate shall secure his election.

6. ASSOCIATE MEMBERS: At the discretion of the General Executive beekeepers may be elected as Associate Members of the Association but such members shall not be entitled to vote at meetings of the Association nor to participate in the benefits of any insurance fund or scheme established or promoted by the Association.

7. LIFE MEMBERS: On the recommendation of the General Executive a person may be elected a Life Member of the Association by a majority vote at an annual meeting of the Association as a mark of esteem and in recognition of noteworthy service to the Beekeeping Industry or to the Association. No subscription fees shall be payable by a Life Member who shall be entitled to vote at meetings of the Association but not to participate in the benefits of any insurance fund or scheme promoted or established by the Association and to which he is not a contributor.

8. EXPULSION OF MEMBERS: The General Executive may cancel the Membership of and erase from the list of members the name of any person being:—

(1) a person of unsound mind,

(II) a bankrupt who has not obtained his order of discharge or whose order of discharge is suspended for a term not yet expired.

(III) a person convicted of any offence punishable by imprisonment unless he has received a free pardon or has served his sentence or otherwise suffered the penalty imposed upon him.

(IV) a person proved to the satisfaction of the Executive to have been guilty of such general misconduct or of such activities prejudicial to the interests of the Association as in the opinion of the General Executive merits expulsion.

9. ADDRESS OF MEMBERS: All members shall be bound by these Rules and shall communicate their postal addresses from time to time to the General Secretary who shall keep a register of same and all letters and notices delivered or sent by post to a member at his address appearing in such register shall be deemed to have been received by such member in the ordinary course of post. If no address or change of address be notified by a member all letters or notices addressed to him by the General Secretary at his last known address shall be sufficient notice to him of the contents of such letters and notices.

10. DEFAULT IN PAYMENT OF SUBSCRIPTIONS: Any member failing to pay the annual subscription due by him on or before the last day of August in any financial year following that in which it falls due and payable shall cease to be a member of the Associ-

ation but he may be re-admitted to membership upon assigning to the General Executive reasons which it deems satisfactory. No member shall be qualified to vote or enjoy any of the privileges of membership while his subscription fees are overdue or unpaid.

11. **DEFAULT IN PAYMENT OF SUBSCRIPTIONS (Continued):** If a newly elected member fails to pay his subscription fees within one month after his election such election shall be void unless he justifies the delay to the satisfaction of the General Executive.

12. **NO PECUNIARY GAIN:** No member of the Association shall derive any pecuniary gain within the meaning of "The Incorporated Societies Act, 1908," from the property or operations of the Association.

13. **CESSOR OF MEMBERSHIP:** Any person ceasing to be a member of the Association on any account whatever shall forfeit all right to or claim upon the Association or its property.

14. **RESIGNATIONS:** Any member may resign his membership of the Association upon giving to the General Secretary notice in writing to that effect not later than the 31st day of May in any year. Until such notice is given the member shall remain liable to pay an annual subscription. A member resigning during the financial year shall be liable to pay the full annual subscriptions for that year.

15. **MEMBERS OF ARMED FORCES:** Members of the Association serving with His Majesty's Armed Forces overseas shall be exempted from payment of an-

nual subscription fees first becoming due and payable after joining the Armed Forces and until the end of the financial year following their discharge.

16. ANNUAL SUBSCRIPTION: Members shall pay to the Association an annual subscription as under:

(a) An Ordinary Member shall pay according to the number of colonies of bees owned or operated by him on his own account on the following scale, viz.:-

Up to 30 colonies	7 6 (Minimum)
Up to 60 colonies	10 0
Up to 90 colonies	15 0
Up to 120 colonies	£1 0 0
Up to 150 colonies	£1 5 0
Up to 180 colonies	£1 10 0
Up to 210 colonies	£1 15 0
Up to 240 colonies	£2 0 0
Up to 270 colonies	£2 5 0
Up to 300 colonies	£2 10 0
Up to 330 colonies	£2 15 0
Up to 360 colonies	£3 0 0
Up to 390 colonies	£3 5 0
Up to 420 colonies	£3 10 0
Up to 450 colonies and over	£3 15 0 (Maximum)

(b) An Associate Member shall pay five shillings (5/-) per annum.

17. FINANCIAL YEAR: The financial year of the Association shall commence on the first day of June of each year upon which date subscriptions shall be due and

payable and shall terminate on the 31st day of May in the following year. Members who do not resign before the 31st day of May in any year shall be deemed to be members for the ensuing year and their subscriptions for that year shall be due and payable accordingly.

18. DISTRICT BRANCHES AND SUB-BRANCHES: With the approval of the General Executive, District Branches of the Association may be formed in any district where there are seven or more Beekeepers desirous of forming a branch. For the conduct of the general business of a Branch of the Association there shall be elected a President and Secretary and not less than two other persons all of whom shall constitute the Branch Executive Committee and shall be elected at the first meeting after the approval of the General Executive has been given to the formation of the Branch and thereafter shall be elected at the Annual Meeting of the Branch until the close of the next annual meeting or until their successors have been appointed and have accepted office. Subject to the consent of the General Executive, Sub-branches affiliated to District Branches may be formed with three or more members.

(a) The Secretary of each District Branch shall collect all subscriptions and fees from members of his Branch and shall remit to the General Secretary quarterly 60 per centum of all such subscriptions together with all insurance premiums collected by him from members. Receipts for all moneys collected by Branch Secretaries shall be issued on Official Forms prescribed by

the General Executive, a yellow counterfoil being forwarded to the General Secretary with each remittance from the Branch Secretary.

(b) If District Branches at any time need assistance to carry out any special work approved by the General Executive they may be paid such sum or sums of money from the General Fund of the Association as the General Executive directs.

(c) A Sub-Branch shall remit to its District Branch all subscriptions, fees and other moneys collected by the Sub-Branch and the District Branch shall return to the Sub-Branch a sufficient proportion of such subscriptions to meet the reasonable requirements to the Sub-Branch.

19. WINDING-UP BRANCH: In the event of the number of members of a District Branch falling below seven the General Executive may order that District Branch to be dissolved and within one calendar month after such decision being communicated to the then existing members of such District Branch it shall be wound up.

20. WINDING-UP BRANCH (Continued): In the event of a District Branch being wound up, dissolved or ceasing to exist from any cause whatever all the funds and property of such District Branch shall become and be transferred immediately to the Association.

21. DIRECT MEMBERS: Any member who so desires may pay his annual subscription fees direct to the General Secretary instead of to the Secretary of a District Branch or Sub-Branch. In every such case the General Secretary shall retain the full amount as part of

the funds of the Association.

22. **GENERAL EXECUTIVE:** The general control of the Association's business and affairs shall be administered by the General Executive which shall consist of not more than six (6) members including a President and a Vice-President.

Prior to each Annual Meeting of the Association every District Branch or member paying his subscription direct to the General Secretary may nominate in writing one member to serve on the General Executive, and further nominations for such office may be made by any delegate or member personally present at the Annual Meeting which shall elect the President, Vice-President, and four members (two from each island of the Dominion) to the General Executive. Should any vacancy occur in the General Executive during the year the same may be filled from the Island in which the vacancy occurs until the next succeeding annual meeting by a resolution of the remaining members of the General Executive.

23. **GENERAL SECRETARY:** The General Secretary-Treasurer shall be appointed by the General Executive who shall fix his remuneration and salary. The engagement of the General Secretary-Treasurer may be terminated by three months' notice on either side. He shall be a permanent officer of the General Executive and need not be a member of the Association.

24. **PRESIDENT AND SIGNATURE OF CHEQUES:** The president shall preside at all meetings of the General Executive and all cheques shall be signed by the

General Secretary and one member of the General Executive.

25. **PRESIDING AT MEETINGS:** The Vice-President shall occupy the Chair in the absence of the president, and in the event of the Office of President becoming vacant he shall act until a new President is appointed. Voting at Meetings of the General Executive or the Board of Trustees shall be at the rate of one vote per member. The Chairman shall have a casting as well as a deliberate vote.

26. **DUTIES OF GENERAL SECRETARY:** The General Secretary-Treasurer shall:—

- (1) collect all money due or payable to the Association except as provided in Clause 18 (a) hereof;
- (2) keep such books and accounts as the General Executive shall direct,
- (3) countersign all cheques issued by the Association,
- (4) Conduct the correspondence on behalf of the Association,
- (5) Keep minutes of Meetings of the Association and the General Executive and perform such other duties as directed by the General Executive,
- (6) Prepare the Annual Report and the Annual Balance Sheet and Statement of Receipts and Expenditure which shall be signed by the Auditor duly appointed.

27. **REPORTS OF MEETINGS.** The General Secretary shall forward to all District Branch Secretaries reports of the Meetings of The General Executive and each

Branch Secretary shall forward promptly to the General Secretary copies of resolutions on policy matters dealt with at each Meeting of his Branch and a copy of the Annual Report and Balance Sheet of the Branch signed by the Branch President and shall when required so to do by the General Executive forward to The General Secretary all Books of Accounts and records of the Branch.

28. **STATIONERY, ETC.** Each District Branch shall be charged by and shall pay The General Executive cost price for all stationery and office requisites supplied by the General Executive.

29. **ANNUAL MEETING:** The Annual Meeting shall be held in the month of June or as near thereto as practicable in each year. Special General Meetings shall be called by The General Secretary at any time not less than two nor more than three calendar months after a requisition in writing lawfully signed on behalf of not less than fifty per centum of District Branches shall have been received by him. General Meetings for elective or administrative business may be called at any time on instructions of the President. Seven Members shall form a Quorum at all such Meetings.

30. **GENERAL MEETINGS: HOW SUMMONED:** All General Meetings shall be summoned by a Notice in writing stating the nature of the business intended to be dealt with and the time and place of the proposed Meeting posted by The General Secretary to each Member of The General Executive, each Direct Member and to The Secretary of each District Branch of the Association not

less than one calendar month before the date appointed for such Meeting.

31. **PROCEDURE—ANNUAL GENERAL MEETINGS:** At the Annual General Meeting the General Executive shall be elected for the ensuing year and The General Executive shall submit to the Members a Statement of Receipts and Expenditure for the previous financial year and a Balance Sheet showing the financial position of the Association. The following will be the Order of Business:—

- (1) Consideration of Report and Balance Sheet,
- (2) Special or General Business,
- (3) Election of General Executive,
- (4) Election of Auditor.

32. **NOTICES OF MOTION:** Any Member desirous of moving any Motion at the Annual General Meeting of the Association shall, unless the motion is founded on the Report and Balance Sheet presented to that Meeting, give notice thereof to the General Secretary not less than one calendar month before the date fixed for such meeting.

33. **SPECIAL GENERAL MEETING:** At any Special General Meeting the only business to be dealt with shall be that stated in the Requisition pursuant to which the Meeting is called or appearing in the Notice calling the Meeting.

34. **GENERAL MEETINGS—DELEGATES:** At all General Meetings of the Association delegates may represent District Branches. The Secretary of each Dis-

trict Branch will deliver personally or post to The General Secretary so that it will reach the latter not less than Fourteen (14) days clear before the date fixed for a General Meeting of the Association a certificate signed by the President and Secretary of the Branch stating:—

- (1) The total number of votes to which the Branch is entitled less the number of votes deducted therefrom and to be exercised by members wishing to record their votes personally as hereinafter provided.
- (2) The names of the Members of the District Branch who intend to record their votes personally and the number of votes to which each such member is entitled under these Rules.

Members of District Branches intending to record their votes personally must deliver or post to The General Secretary so that it will reach the latter not less than Fourteen (14) clear days before the date fixed for a General Meeting a Certificate signed by the President and Secretary of his Branch stating:—

- (a) The full name and address of the Member intending to exercise his voting power personally,
- (b) The number of hives directly owned by that member and the number of votes to which he is entitled.
- (c) That the Member is a financial member of the Branch.

35. MODE OF VOTING AT MEETINGS: The mode of voting at all General Meetings of the Association

shall be as follows:—

(a) Except in the case of the minimum subscription of 7/6 equalling one vote each District Branch shall have one vote for each complete Five Shillings (5/-) of Annual Subscription Fees received by such Branch for the previous financial year and of which 60 per centum shall have been remitted to the General Secretary before the end of the Association's previous financial year BUT a Member of a District Branch desirous of exercising personally his voting power computed at the rate of one vote for every complete Five Shillings (5/-) of annual subscription paid by him and remitted to the General Secretary as aforesaid may do so if he has given not less than one calendar month's WRITTEN NOTICE of such desire to his Branch Secretary and subject to his delivering or posting to the General Secretary the abovementioned Certificate. When any Branch Member signifies his intention or desire to exercise his own voting power the number of votes to which he is entitled shall be deducted from the total number of votes to which his Branch would otherwise have been entitled under these Rules and the balance of the votes to which such Branch is then entitled may be exercised by the Official delegate of that Branch attending the Meeting.

(b) If a District Branch is unable to send one of its own members as a delegate to a General Meeting it may appoint another Member of the Association to vote on its behalf at such Meeting but no Member shall be entitled to exercise more than one proxy.

(c) Every delegate shall be entitled to exercise his voting power according to his own judgment after hearing the discussion at any Meeting at which he is present personally.

(d) A Member of the Association who is not a Member of a District Branch shall have one vote for every complete Five Shillings (5/-) of Annual Subscription fee paid by him to the Association. Such votes may be exercised personally or by a duly authorised proxy.

(e) A resolution put to the vote of the meeting shall be decided on a show of hands of the financial members present or lawfully represented thereat unless before such resolution is put to the vote any branch delegate demands that such resolution be decided on the delegates' votes only and then the question whether a delegates' vote only shall be taken on that particular resolution shall be decided on a show of hands of the Branch delegates personally present. Any resolution to be decided on the delegates' votes only shall be decided by ballot, in which case the votes of each delegate or member shall be computed in accordance with sub-clauses (a) and (d) of this rule.

36. ALTERATION OF RULES: These Rules may be altered added to or rescinded by a resolution of the members present at a General Meeting of the Association of which not less than one calendar month's written notice has been given to each Member of the General Executive, each Direct Member and each Secretary of the

District Branches of the Association specifying the nature of the proposed alteration addition or rescission.

37. POSTAL BALLOT: The General Executive may and if requested so to do by at least fifty per centum of District Branches shall submit any question to the members of the Association for an expression of opinion by postal ballot. In such case each member of the Association shall be entitled to one vote only; a full statement of the facts relevant to the matter in question together with a voting paper shall be posted to each member entitled to vote at least one calendar month prior to the day upon which voting closes; the voting paper shall state the date upon which the poll shall close and all voting papers must be delivered or posted in time to reach the General Secretary on or before that date. If from any cause whatever a voting paper reaches the General Secretary after the closing date it shall not be counted.

38. COMMON SEAL: The Association shall have a Common Seal which shall be kept in the custody of the General Secretary and shall be affixed to documents only by two members of the General Executive and the General Secretary pursuant to a resolution of the General Executive and they shall certify in writing on the document when the Seal has been affixed to any document to which it purports to be affixed.

39. INSURANCE: The General Executive may negotiate with a Public Insurance Company or Office trading in New Zealand a Policy of Insurance designed

to protect and indemnify to such extent as the General Executive deems advisable all or any members of the Association from and against claims demands cost expenses and liabilities made upon or incurred by them for damages caused or occasioned by bees.

40. CONTRACTS: The General Executive shall have power to enter into such contracts on behalf of the Association as they shall think advisable or proper and may at all times dispose of the funds of the Association as they deem best for carrying out the objects of the Association.

41. FUNDS: The funds of the Association shall at all times be under the control of the General Executive and any part of such funds not required for current expenses may be invested on fixed deposit with the Association's Bankers, in the Post Office Savings' Bank or in New Zealand Government Securities.

42. APPLICATION OF FUNDS ON DISSOLUTION: In the event of the Association being dissolved or wound-up the funds and property of the Association shall be applied and disposed of as the Members of the Association in General Meeting direct.

APPROVED this 24th day of May, 1946.

(Signed) W. B. WALTON,

Asst. Registrar of Incorporated Societies,
Wellington.

APPENDIX.

INSURANCE. (a) The Association has arranged a Public Liability Insurance Policy with Lloyds', London, through that Company's New Zealand Agents, whereby all members of the Association who so desire may be covered in respect of claims made against them for damage caused by bees.

(b) The existing cover is for £1000 in one year and for £250 in respect of one accident. The premium, payable in advance, is 1/3d per apiary per annum on all registered hives. The Policy provides an indemnity to the assured beekeeper against all sums which he shall become legally liable to pay in respect of claims made against him for compensation for:—

BODILY INJURY (fatal or non-fatal (to PERSONS and/or DAMAGE TO PROPERTY (including horses and other live-stock) resulting from any accident or accidents occurring in or about the assured Bee-keeper's property caused by:— The FAULT or NEGLIGENCE of the assured Bee-keeper or any of his employees and/or by any DEFECT in HIS PREMISES, WAYS, WORKS, MACHINERY or PLANT.

EXCLUDING:—(1) Injury to any person in the service of and/or acting on behalf of the assured or any sub-contractor to the assured.

(2) Damage to property actually the Assured's own or in the Assured's custody or control.

(3) The first £10 0s 0d of each and every claim.

The assured Beekeeper shall at all times exercise reasonable care in the placement of Apiaries and in manipulating bees and take all reasonable precautions against accidents.

(c) Prompt advice of an accident that may give rise to a claim must be given to both the local Branch Secretary and the nearest Branch or Agency of the Insurance Brokers.

The Branch Secretary shall immediately forward full details and any necessary documents to The General Secretary.

N.B.—It must not be assumed that the existence of an Insurance Scheme will provide the means of settling trumped up claims by anyone who might see in a casual sting a means of obtaining a little ready money. In fact, the existence of the scheme will serve as a deterrent to persons who might otherwise be tempted to make claims upon beekeepers were they unprotected as it is highly improbable that Lloyds' will entertain compensating self-styled injuries unless it is apparent that the merits of the claim are good or that legal action by the claimant would succeed.

(d) It will be noted that the first £10 of each and every claim is not covered by Lloyds' Policy, but the Association provides for the reduction of this "Excess" to £2, by levying threepence on each apiary, thus bring-

ing the premium up to 1/6d per apiary. The extra three-pence per apiary less such reasonable deductions as The General Executive shall from time to time fix as a contribution towards office and administration expenses, will be placed to the credit of a Trust Fund (known as "the Trust Fund") and this Fund will be held for the purpose of meeting the difference between the Excess of £2 fixed by the Association and the Excess of £10 fixed by Lloyds' on any claims admitted by Lloyds'; and also to meet the difference between the total amount of any reasonable claim of less than £10 and the Excess of £2. The first £2 of each and every claim must be borne by the Assured Beekeeper.

(e) In order to ensure continuity of insurance all members must renew their subscriptions and insurance fees by the 1st day of June of each year.

(f) It is not obligatory that members shall avail themselves of the benefits of the Insurance Scheme, but in the event a member decides to insure, it is mandatory that he shall insure all of his apiaries.

(g) RECEIPTS: Space is provided on the Official Receipt Forms mentioned in Clause 18 (a) of the Rules of The National Beekeepers' Association of New Zealand incorporated for insurance premia, the yellow counter-foil being forwarded to The General Secretary immediately.

(h) (i) The whole of the insurance fees must be forwarded to The General Secretary.

(ii) Control and administration of the Trust Fund

is hereby vested in a Board of Trustees consisting of the President, Vice-President, General Executive and General Secretary of The National Beekeepers' Association of New Zealand Incorporated, elected and appointed as provided by the Rules of the said Association.

(iii) Administration Costs: The Board may at its discretion transfer from the Trust Fund to the General Funds of the Association each year such proportion of the insurance premiums received by the Board during the previous year as it deems reasonable or proper as a contribution towards the costs of collecting the premiums and administering the Trust Fund.

(iv) Surplus Funds: The Board may from time to time at its discretion invest any moneys in the Trust Fund on Fixed Deposit with the Board's Bankers, or in the Post Office Savings' Bank, or in New Zealand Government Securities.

(v) Limit of Liability of Fund: Cover shall be limited to payment of claims for damages to public or private property or personal injury, and/or legal expenses in connection with such claims, and shall be limited as to amount, to the sum of £8 in respect of any one accident.

(vi) No personal liability shall attach to any member of the Board or to The General Secretary of the Association in respect of any claim.

(vii) No claim will be recognised from any person whose subscription plus/or insurance is in arrears at the date upon which any damage forming the basis of a claim is alleged to have occurred, or whose subscription

or insurance is not in accordance with the scales laid down.

(i) At the discretion of the Board any claim may be refused if there is reasonable ground to believe that the person concerned has by his negligence in the handling housing or care for his bees directly or indirectly contributed to the cause of the accident or happening in respect of which a claim is made.

(j) The Board may at its discretion refuse to extend the protection of the Trust Fund to any Member of the Association who has without the written consent of the Board made any offer, promise, payment, settlement or admission of liability in respect of any accident or claim.

(k) The Certificate of Registration of an Apiary must accompany reports of all claims forwarded to The General Secretary.

(l) The Board may from time to time formulate rules of procedure to be followed by Members of the Association in making claims against the Trust Fund or for the conduct of the Fund, or may fix any other rate of surcharge in accordance with Clause (d) hereof.

G. V. FRASER,
General Secretary,
FOXTON, N.Z.

April, 1946.