

Constitution of the Cantores Choir (OUSA)

1. NAME

- 1.1 The name of the Society shall be CANTORES CHOIR (OUSA)
- 1.2 These rules are to be read in conjunction with the Otago University Students' Association Inc. Policy on Affiliated Clubs and Societies, and in particular Clause 5 of the OUSA Affiliation Policy which shall be deemed to be a part of these Rules. The above mentioned clause is reproduced at the end of this document.

2. DEFINITION

- 2.1 'OUSA' refers to the Otago University Students' Association Inc.
- 2.2 'The Society' refers to CANTORES CHOIR (OUSA)
- 2.3 'The Body' refers to CANTORES CHOIR (OUSA)
- 2.4 'OUSA Executive' refers to the Executive of the OUSA
- 2.5 'Society Executive' refers to the Executive of The Society
- 2.6 'The rules of OUSA' refers to the OUSA Constitution and Policy or resolutions as set by the SGM or the OUSA Executive.

3. AFFILIATION

- 3.1 The Society shall be affiliated to and bound by the rules of OUSA.
- 3.2 The Society will not be formed until affiliation has been granted by the Executive.
- 3.3 The rules of the OUSA shall bind the Society and all of its members regardless of anything to the contrary contained in this constitution, and the Society and all its members shall be bound by the decisions of the OUSA Executive.
- 3.4 This constitution is subject to the rules of the OUSA and shall be void and of no effect to the extent of their conflict with the rules of the OUSA.
- 3.5 The Society shall not become affiliated to or in any way connected with any other organisation without the consent of the OUSA Executive.
- 3.6 Any affiliation to any other body entered into without the OUSA Executive's consent shall be null and void.
- 3.7

4. POWERS OF OUSA WITH RESPECT TO THE SOCIETY

- 4.1 Affiliation to the OUSA shall not limit or affect the rights and powers of the OUSA or any of its committees in respect of any matter.
- 4.2 The Finance and Services Officer of the OUSA shall at all times be entitled to and permitted to inspect the books, papers and accounts of the Society.

Constitution of the Cantores Choir (OUSA)

-
- 4.3 The OUSA Executive may at any time;
- 4.3.1 Appoint either a committee or the club development officer to conduct an examination of the affairs of the Society and to report thereon to the Executive
- 4.3.2 Convene a special general meeting of the Society for any purpose
- 4.3.3 Appoint a temporary Society Executive to replace the regular Society Executive of the Society for such time and with such powers as the Executive may determine.
- 4.4 Any term or condition imposed upon the Society by the Executive shall be binding, whether consented to by the Society or not.

5. OBLIGATIONS OF OUSA

- 5.1 The OUSA shall not be responsible for any liabilities or debts incurred by the Society without the prior authority in writing of the Secretary of the OUSA, and agreement by the Executive.
- 5.2 The Society shall not enter into any agreement of a value greater than NZ\$500, without the prior authority in writing of the Secretary of the OUSA, and agreement by the Executive.
- 5.3 Should any liability or debt be incurred without such authority the liability shall rest solely with the person/people who incurred it.

6. DISSOLUTION OF THE SOCIETY

- 6.1.1 Immediately upon the lapse or cancellation of the affiliation of the Society to the OUSA, the Society will be dissolved and all of the property of the Society, including cash, shall revert to, and must be returned to, the OUSA.
- 6.1.2 The last existing Society Executive shall be responsible for returning all property, and shall be held personally liable for any property that is not returned.
- 6.1.3 All property remaining after all debts of the Society have been cleared will be held in trust until a similar Society is formed and affiliated to OUSA.

7. OBJECTIVES

- 7.1 The objectives of the Society shall not contradict the objectives of the OUSA.
- 7.2 The objectives of the Society shall be:
- 7.2.1 To encourage participation in and enjoyment of choral music
- 7.2.2 To encourage high musical standards and build the capability, confidence and self-esteem of our members in music-making

Constitution of the Cantores Choir (OUSA)

- 7.2.3 To sing regularly on campus and in the Dunedin area
- 7.2.4 To travel and sing in a wide variety of places and environments
- 7.2.5 To sing a wide and varied range of music, including: new and specially commissioned works, works that are unique or of interest to members, works by local and New Zealand composers, works that are vibrant and fun, works that extend the current skill level and works rarely performed either recently or in a specific location

8. MEMBERSHIP

- 8.1 No Society shall in normal circumstances have as its members more than 10% non-OUSA, OPSA or DCSE members.
- 8.2 Membership shall be open to all members of OUSA or any subsection of members of OUSA whose membership restrictions do not contravene the laws of New Zealand.
- 8.3 Persons shall become members when they attended 2 rehearsals and the director of music or society executive do not object to their joining.
- 8.4 Membership shall cease when: a member misses 2 consecutive rehearsals without prior or subsequent apology; or when a note announcing intention to leave is passed to a member of the society executive; or when the director of music or society executive decide to exclude a member in the interest of attaining objectives 7.21. and 7.2.2.
- 8.5 Where a member of the Society is expelled, there shall be a right of appeal to the OUSA Executive.

9. SUBSCRIPTION/FEEES

- 9.1 The annual subscription for members of the Society shall be \$0.00
- 9.2 It shall not be lawful to impose any levy, whether compulsory or not, without first obtaining the consent of the Executive thereto.
- 9.3 Such consent may be altered or revoked at any time.

10. SOCIETY OFFICERS AND THEIR ELECTION

- 10.1 The officers of the Society shall consist of a maximum of (8) people, being the President, Treasurer, Secretary, Director of Music and up to 4 committee members, all of whom shall be elected at the Annual General Meeting with the exception of the Director of Music. The Director of Music is not elected at the Annual General Meeting but automatically becomes a voting member of the society executive...
 - 10.1.1 The appointment of director of music is a separate process conducted by members but considered beyond the scope of this document.
- 10.2 Every candidate for office shall be nominated at the meeting by one member of the Society and seconded by another.

Constitution of the Cantores Choir (OUSA)

- 10.3 Every member present at the meeting shall be entitled to vote.
- 10.4 Scrutineers shall be appointed to oversee the election and, if members, shall be entitled to vote.
- 10.5 In the event of two or more candidates receiving an equal number of votes, the chair of the meeting shall have a casting vote.

11. THE SOCIETY EXECUTIVE

- 11.1 The management and control of the Society shall be deputed to an executive of Society officers composed of President, Treasurer, Secretary, Director of Music and committee, all of whom shall be elected at the Annual General meeting with the exception of the director of music.
- 11.2 The Society Executive shall hold office for one year following its appointment.
- 11.3 The Society Executive shall have full power at its meetings to deal with all matters relating to the objects of the Society, and any matters arising out of these rules, except where power is vested in the Society in general meeting.
- 11.4 If a vacancy occurs during the year, providing that a quorum remains, the Society Executive may appoint any member to fill such a vacancy, unless it has occurred due to a no confidence vote.
- 11.5 All decisions shall be valid and binding on the members, only so far as they do not conflict with these rules, or the rules of the OUSA or decisions of the OUSA Executive.
- 11.6 The Society Executive shall meet at such times as it deems fit.
- 11.7 The President, or in their absence, any member appointed by the Society Executive, shall, in the case of an equality of votes, have a second or casting vote.
- 11.8 The quorum for Society Executive meetings shall be at least 3 Society Executive members.
- 11.9 The Secretary shall keep a true record and account of the proceedings and meetings of the Society and the Society Executive.

12. GENERAL MEETINGS

- 12.1 The Annual General Meeting of the Society shall be held in the second half of the second semester at such time and place as the Society Executive shall decide, and shall be held for the following purposes:
 - 12.1.1 To receive from the Society Executive a report of the proceedings of the previous year, and a statement of the accounts.
 - 12.1.2 To elect the officers and Society Executive for the following year.

Constitution of the Cantores Choir (OUSA)

- 12.1.3 To conduct any general business.
- 12.2 The President, or in their absence any member appointed by the meeting, shall be chair of the meeting.
- 12.3 Every motion shall be moved by one member and seconded by another.
- 12.4 Every member present shall be entitled to one vote, except the chair, who shall have a second or casting vote in the event of an equality of votes.
- 12.5 The quorum shall be one more than a quarter of the Society's total members or 8 members, whichever is the greater.
- 12.6 At least 14 days notice shall be given, by posting a notice on the OUSA notice board and/or the society's website.
- 12.7 The notice shall contain an agenda of business at the meeting.
- 12.8 The Society Executive on their own behalf or on the signed request of a quorum of members may at any time call a special general meeting.
- 12.9 If the Society Executive does not call a meeting within 14 days of receiving such a request, the requestors may themselves call a special meeting.
- 12.10 Notice of the meeting shall be given in the normal manner.

13. NO CONFIDENCE VOTES

- 13.1 At any special general meeting a motion of no confidence in the Society Executive, or any member thereof, may be passed, provided that 14 days notice of such intention has been given.
- 13.2 On the passing of such motion, the member shall be deemed to have resigned and the meeting shall then have the power to and may proceed to elect a new member.
- 13.3 Such new member shall hold office until the next annual general meeting.

14. FINANCE AND PROPERTY

- 14.1 The funds of the Society shall be in the control of the Society Executive, which will depute the Treasurer to manage them.
- 14.2 The Treasurer shall keep a true record and account of all the receipts and payments of the Society.
- 14.3 All the funds and other assets of the Society shall be the property of the OUSA and the Society shall, subject only to the approval of the OUSA Executive, have the custody and control of such funds and assets and shall be responsible therefore to the Executive.



Constitution of the Cantores Choir (OUSA)

15. REPRESENTATION ON SPORTS/SOCIETIES/OVERSEAS STUDENTS COUNCIL

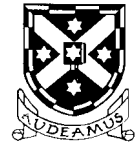
- 15.1 At least one member of the Society Executive shall be elected to represent the Society on the Societies Council.
- 15.2 If no representative of the Society attends 3 consecutive Societies Councils, or apologises for non attendance the Society shall be deemed to have dissolved.

16. AMENDMENT OF CONSTITUTION

- 16.1 These rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting of the Society, provided that no resolution shall be deemed to have passed unless 14 days notice of the proposed amendment has been given and the vote was carried by at least a two thirds majority of those present and entitled to vote.
- 16.2 Such amendment must forthwith be forwarded to the Secretary of the OUSA.
- 16.3 No such alteration shall be binding unless, within two months, it is passed as approved by the OUSA Executive.

17. INTERPRETATION

- 17.1 The Society Executive shall, subject only to the OUSA Executive, be the sole authority for the interpretation of these rules and the decisions of the Society Executive shall be binding, subject only to the right of appeal to the OUSA Executive.



Constitution of the Cantores Choir (OUSA)

18. CLAUSE 5 OF THE OUSA AFFILIATION POLICY

1. Every affiliated body shall have the following provisions of this clause included in its Constitution, including this sub clause, and the affiliation of any body that does not, or ceases to comply with these clauses shall lapse and be void.
2. All property held or possessed by the Body shall prima facie be the property of the OUSA upon the dissolution of the Body.
3. The Body may only levy upon its members such fees or subscriptions as have been allowed and approved by the OUSA Executive, unless the amount per member is equal to or less than five (5) dollars in the financial year.
4. Such consent may at any time be revoked or the terms thereof varied or the maximum subscription altered by the Executive.
5. Any person ceasing to be a member of the Association shall cease to be a member of the Body unless
 - i. The Constitution of the Body as approved by the Executive allows non-members to be members of the Body
 - ii. The Executive grants an exemption from the operation of this provision in an individual case.
6. Where a member of the body is expelled, there shall be a right of appeal to the OUSA Executive.
7. Any alterations of the constitution of the Body shall not be valid unless approved by the Executive within two (2) calendar months from the date on which the alterations were passed or made.
8. The constitution and rules of the Body shall be subject in all respects to the OUSA Constitution and shall be void and of no effect to the extent of the conflict with the OUSA Constitution.
9. The Body and its members, present and future, shall be deemed to submit to and be bound by the OUSA Constitution and Policy of the SGM and Executive, and every such body and all such members shall be so bound in all respects.