



Revised Rules and
Standing Orders of
the NZHA Inc
July 2016

Contents

1. **Name**
2. **Objects**
3. **Powers**
 - A. Extent of Powers
 - A1. Property
 - A2. Accounts and Investments
 - A3. Borrowing
 - A4. Professional services
 - A5. Common Seal
 - A6. Meaning of these Rules
4. **Membership**
 - A. Transfer of membership
 - B. Duration

 - C. Participation
 - D. Voting
 - E. Change of Address
 - F. Identification
5. **Classes of membership**
 - A. Patron
 - B. Honorary Life Member
 - C. Gold Card Member
 - D. Member
 - E. Spouse / Partner Member
 - F. Junior Member
 - G. Associate / Guest Member
6. **Application for Membership**
 - A. Application open to –
 - B. Process
 - C. Abeyance
 - D. Association Response
7. **Cessation of Membership**
 - A. Resignation
 - B. Forfeiture
 - B 1. Improper means
 - B 2. Misconduct
 - B 3. Non payment
8. **Management**
 - A. Management Committee
 - B. Membership of Management Committee
 - B 1. President
 - B 2. Vice President
 - B 3. Immediate Past President
 - B 4. Secretary
 - B 5. Treasurer
 - B 6. Membership Secretary
 - B 7. Committee
 - C. Appointed positions
 - C1. Editor
 - C2. Shotgun Convenor
 - C3. Rifle Convenor
 - C4. Delegates
 - D. Other Appointments
9. **Meetings**
 - A. Chair
 - B. Annual General Meeting
 - C. General Meeting
 - D. Special General Meeting
 - E. Management Committee Meeting
 - F. Special Management Committee Meeting
10. **General**
 - A. Financial Year and Membership Year
 - B. Right of Entry
 - B 1. Sub lease.
 - C. Privacy
 - D. Affiliations
 - E. Reciprocal Ties
 - F. Gifts
 - G. Personal Pecuniary Profit
 - H. Alterations to Rules
 - H 1. Unalterable rules
 - I. Winding Up
 - J. Conduct of meetings

Standing Order Register

Name

1. The name of the Association shall be THE NEW ZEALAND HANDLOADERS ASSOCIATION INCORPORATED. (hereafter referred to in this document as “the Association”)

Association Established Substantially and Primarily to Promote Amateur Shooting

2 A The Association is established substantially and primarily to promote, within New Zealand, amateur shooting, being an amateur game or sport that is conducted for the recreation of the general public.

Primary Objects

2 B The primary objects and purposes for which the Association is established is to promote amateur shooting within New Zealand by (but not limited to):

2 B 1 Providing shooting facilities for persons engaged or interested in amateur shooting limited to long arms as defined by the Arms Act, “A” category and “E” category.+

2 B 2 The provision of coaching facilities for persons engaged or interested in amateur shooting;

2 B 3 Promoting interest in legal, safe and responsible amateur shooting;

2 B 4 Establishing relationships between similar organisations in the interests of promoting amateur shooting;

2 B 5 By making representations, on behalf of members of the Association, to Government and Local Bodies with the object of protecting and preserving the Association’s facilities and activities and also to preserve and improve existing and proposed legislation and / or regulation relating to legal, safe and responsible amateur shooting activities.

2 C Promoting the loading and reloading of ammunition with a view to obtaining greater suitability of ammunition to individual types of firearms in the context of the sport of amateur shooting.

Association’s Objects Paramount

2 D Notwithstanding anything else contained in these Rules, no power or reservation expressed or implied in these Rules authorises anything that does not further the objects contained in clause 2 B and 2 C (“the Association’s Objects”). The Association’s Objects are paramount and exclude any act or omission that is or may be deemed not to be in accordance with the Association’s Objects.

3. Powers

3 A Extent of Powers In addition to, and without limiting the powers and authorities conferred on the association by law, the Association through it’s Management Committee shall have the power to do all things necessary for the furtherance of it’s objects and in particular may exercise the following powers and ancillary objects: -

3 A 1 Property The Association may retain suitable headquarters, clubrooms, and facilities at such places as may be determined for the use of its members. The Association may sell, lease, exchange, mortgage, or otherwise deal with all or any of the property of the club.

3 A 2 Accounts and Investments The Association shall hold an account or accounts with a bank or banks as agreed upon by the Management Committee and monies received shall be paid into these accounts. All payments made by the Association shall be in manner requiring two authorised club signatories.

3 A 3 Borrowing The Association may from time to time, if approved at an Annual or Special General Meeting, borrow monies as shall be necessary to carry out the objects of the Association and may pledge the Associations assets as security for that loan.

3 A 4 Professional Services The Association shall have the right, through the Management Committee, to employ such professional services as are necessary to carry out the objects of the club. This includes such services as auditor, solicitor, valuer, and professional executive positions such as Treasurer and Secretary.

3 A 5 Common Seal The Association shall have a Common Seal, to be kept in the custody of the Secretary, and which shall be only be affixed to any documents in pursuance of a resolution of the Management Committee.

3 A 6 Meaning of the Rules If any doubt shall arise as to the proper meaning of these rules the decision of the Management Committee shall be final and conclusive provided such decision be recorded in the minutes of the proceedings of the Management Committee.

4 Membership

4 A Transfer of membership No membership, once established is transferable or saleable.

4 B Duration The Association shall consist of all persons admitted to membership under these rules. Members remain members until -
- the member resigns, or
- until the member is excluded from the membership by forfeiture of membership actions in accordance with these rules of the Association.

4 C Participation A member shall have the right to participate in all aspects, activities, and deliberations of the Association, within the limits defined by these rules.

4 D Voting All members except the following have the right to vote, including written proxy vote, in any general, special general or annual general meeting.
- Junior members.
- Associate members, except those specifically empowered by motion of the Management Committee.
- Members whose subscriptions, levies, or other fees are in arrears.
- Spouse / Partner members except those specifically empowered by motion of the Management Committee.

4 E Change of Address Every member shall notify the Association of any change of postal and/or electronic mail address. Any notices sent to the last notified postal or email address will be deemed to have been delivered five working days after posting/transmitting.

4 F Identification At all Association events or functions, or any time members are on the Association premises, members are to carry their membership cards, and, at any shoot, must carry their firearms licences.

5 Classes of Membership

5 A Patron The Association, (either by management committee or at Annual general meeting) will elect one or two members as patrons. A patron is to be a member who through their knowledge of the Association and it's history and past membership can lend encouragement and moral support by way of recalling Association history and traditions. This status entitles the member to all the privileges of membership without the payment of an annual subscription.

5 B Honorary Life Member An Honorary Life member is a member who is recognised for long and / or special service to the Association. An Honorary Life member must be recognised as such by a motion and vote at an Annual General Meeting or Special General Meeting called for the purpose. This status entitles the member to all the privileges of membership without the payment of an annual subscription.

5 C Gold Card Member A Gold Card member is a member who has purchased a lifetime subscription by means of a fee determined by the Committee of the time for a special purpose. No new Gold card memberships are to be established.

5 D Member The usual class of membership.
A member is any person who –
- is over sixteen years of age
- has been recognised by the Association as a Member by fulfilling all the requirements of membership.
- If the member does not have a firearms licence they must be directly supervised by an Association Member, with a firearms licence, any time they handle a firearm.

5 E Spouse / Partner Member A Spouse / Partner may apply to become a Spouse / Partner Member if they reside with a Member. A Spouse / Partner member can take full part in all Association activities except,-
- If the Spouse / Partner does not have a current firearms licence they must be directly supervised by an Association Member any time they handle a firearm.
- There will not be an individual mailing of Association material for a Spouse / Partner Member.
- A Spouse / Partner Member may not hold office or have voting rights unless specifically sanctioned by the Management Committee or by an Annual General Meeting or Extraordinary General Meeting called for the purpose.

5 F Junior Member A Junior Member is any person under 18 years of age who has a parent, guardian or sponsor who is a Member of the Association and who is nominated by that Member for Junior Membership and has paid the appropriate fee.

A Junior Member –

- Must be directly supervised any time they handle a firearm by a member of the Association.
- Retains their Junior Membership until issued with a firearms licence or until turning Eighteen years of age.
- There will not be an individual mailing of Association material for a Junior Member.
- May not hold office or have voting rights.

5 G Associate / Guest Member An Associate or Guest membership can be granted by the Management Committee to any individual for a set period of time to fulfil a particular function or to allow a particular person to contribute to the objects of the Association.

If the Associate / Guest Member does not have a current firearms licence they must be directly supervised by an Association Member any time they handle a firearm.

An Associate / Guest Member may not hold office or have voting rights unless specifically sanctioned by the Management Committee or by an Annual General Meeting or Extraordinary General Meeting called for the purpose.

5H Student Member A Student Member is any person who-

- Fulfils all the requirements to be a member as specified in 5D.
- Can provide Student Identification as proof of eligibility.
- Is aged 18 to 25 years or at the discretion of the committee.

6 Application for membership

6 A Application for membership shall be open to all reputable persons engaged, interested, or connected with shooting.

6 B Process of application All prospective membership applications to be completed on the current membership application forms and required to register themselves electronically as directed by the management committee. Prospective members are required to attend three club events and obtain a committee member or range officer signature at the time of each visit. Upon collection of all signatures the application form is to be presented to the Membership Secretary. The Management Committee will then make such enquiries as it feels appropriate and advertise the applicants name in the Association newsletter, notice board or such like before making a decision to accept or reject the application.

6 C Abeyance of Membership. A member can request that their membership be put into abeyance for a period of time, subject to the payment of any outstanding fees and return of any Association property.

Upon the end of the abeyance period the member can, at the discretion of the Management Committee, and having fulfilled all the application criteria be reinstated immediately.

6 D Association Response to Application for Membership

The Association will inform the applicant by appropriate means of the acceptance or rejection of their application for membership. In the case of acceptance the new member will receive advice of acceptance and instructions on how to pay their fees. Receipt of payment is to be presented to the Membership Secretary before their Membership Card and Range Standing Orders are issued. A current firearms license is to be presented before a gate key will be supplied.

In the case of rejection the applicant will be informed only that their application was unsuccessful. No further correspondence regarding the application will be entered into.

7 Cessation of Membership

7 A Resignation Any member wishing to resign their membership shall do so in writing to the Association Secretary and the Management Committee may accept the resignation upon payment of any outstanding fees and return of all Association property.

7 B Forfeiture of Membership Any member may be declared to have forfeited their membership of the Association and have their name removed from the Association register –

7 B 1 - if in the opinion of the Management Committee his or her membership was obtained through improper means.

7 B 2 - if the Management Committee, after due investigation, considers that he or she is guilty of misconduct which is dishonorable or derogatory to the future of the Association or if any other circumstances arise which in the opinion of the Management Committee justifies such a course of action.

7 B 3 – if any members subscriptions, levies, and or other fees are overdue after the last day of April they are deemed to be un-financial and they will be removed from the register of the Association and deemed to have forfeited their membership.

8 Management

8 A Management Committee The entire management of the Association, it's property and funds, shall be the responsibility of the Management Committee. The Management Committee is empowered to carry out those activities as authorised in the rules on behalf of the members. The Management Committee may from time to time issue standing orders and when issued such standing orders shall be binding on all members. Such standing orders are to cover the safety, usage and security of the Association's facilities.

The President, Vice President, Secretary, Treasurer, Membership Secretary, and Immediate Past President shall be Officers of the Association.

8 B Membership of the Management Committee The Management Committee shall consist of the following, elected by and from the membership of the Association at the Annual General Meeting --

8 B 1 - President . The President shall chair all Association meetings of all types except sub –committee meetings with an appointed chairman
The President shall at all types of meeting at which he or she is chairman have a casting vote in addition to his own vote in case of a tie in voting.

The President has the authority to call for meetings of any type to be held and to set the time, place and agenda for those meetings in consultation with the Secretary and in accordance with these rules.

The President shall be one of two or three signatories to the Associations financial accounts.

8 B 2 - Vice President. The Vice President shall assume all the duties and powers of the President in the President's absence.

In the event of the death, incapacitation, resignation or removal of the President the Vice President automatically assumes that role until the next AGM or Special General Meeting called for the purpose confirms his position or elects a new President.

The Vice President may be one of the two or three signatories to the Associations financial accounts.

8 B 3 - Immediate Past President The vacating President automatically holds the office of Immediate Past President when a new President is elected at an AGM.

The office of Immediate Past President is a link between successive Committees to ensure continuity in the running of the Association's affairs.

In the event of the death, incapacitation, or removal of the President the incumbent Immediate Past President is to retain his office.

In the event of the resignation or retirement of the President at a time other than the AGM, the incumbent Immediate Past President is to retain his office.

If the retiring President is unwilling or unable to fill the office of Immediate Past President the office may retained by the incumbent or may be left vacant at the discretion of the incumbent.

8 B 4 - Secretary. The Secretary shall prepare and cause to be appropriately distributed the notices of meetings of the Association of all types.

The Secretary shall record the minutes of meetings and cause them to be distributed as is deemed appropriate to the members of the Association.

The Secretary shall maintain an accurate file of all minutes, correspondence and other communications and written and electronic material to do with the affairs of the Association.

The Secretary may be one of the two or three signatories to the Association financial accounts.

8 B 5 Treasurer The Treasurer shall receive all monies from whatever source for the Association and shall manage the banking of such monies into the accounts of the Association.

The Treasurer is to keep proper financial records of all the Associations financial affairs.

The Treasurer shall pay all accounts received by the Association which are approved by the Management Committee for payment.

The Treasurer shall be the primary signatory to all the Associations financial accounts.

The Treasurer shall prepare the Associations annual financial accounts, cause them to be independently audited, present the annual accounts to the AGM and following their acceptance by that meeting file them with the Registrar of Incorporated Societies.

8 B 6 - Membership Secretary The Treasurer may also hold the post of Membership Secretary or the post may be held separately, as determined by vote at the AGM.

The Membership Secretary shall keep an up to date and accurate register of the membership of the Association.

The Membership Secretary shall cause to be issued notices of subscription and subscription renewal and for receiving all subscription, levy, and other monies as are received as the result of maintaining the membership register of the Association. All such monies received are to be banked in the Association accounts or passed to the Treasurer for banking.

The Membership Secretary is responsible for issuing keys to members as required and for the maintenance of an accurate register of key holders and the collection of any monies to do with key hire and banking such monies or passing them to the Treasurer to be banked.

The Membership Secretary is responsible for the arrangement and actions of changing the locks and keys of the Associations premises as is necessary.

The Membership Secretary shall present membership applications at Management Committee Meetings and supply all known information about prospective members to the Management Committee.

8 B 7 - Committee Up to twelve Committee members can be elected.

8 C - Appointed positions.

The Management Committee shall appoint, from within itself or from the Membership as required, annually at the AGM, or as necessary, the following positions.

8 C 1 Editor. The Editor is responsible for the production and distribution to members of an Association newsletter and other written information as is supplied to members at intervals, (usually monthly) as are directed by the Management Committee.

The Editor is required to co-operate closely with the Secretary to ensure the accurate transmission of information to Association members.

The Editor is required to co-operate closely with the Membership Secretary to assist in the up-keep of the membership register and the distribution of information to members.

8 C 2 Shotgun Convenor. The Shotgun Convenor, once appointed shall then establish a sub committee from within and without the Committee as necessary to run the shotgun range operations. All members of the shotgun range sub committee must be, or must commit to being, qualified NZHA Shotgun Range Officers.

8 C 3 Rifle Convenor. The Rifle Convenor, once appointed shall establish a sub committee from within and without the Committee as necessary to run the rifle range operations. All members of the rifle range sub committee must be, or must commit to being, qualified NZHA Rifle Range Officers.

8 C 4 Any delegates and any other operational positions as the Management Committee sees fit to appoint, from within or without the Management Committee.

8 D Other Appointments The Management Committee may appoint an individual or sub – committee from within the Committee or the general membership to achieve defined goals or investigations within set financial, reporting and time constraints.

9 Meetings

9 A Chair. All meetings shall be Chaired by the President, or by the Vice president in the presidents absence, or by an Officer or Management Committee member agreed to by the meeting in the absence of both those Officers.

9A1 Time and Place of Meetings

All meetings of any type shall take place in the City of Christchurch region and shall commence at a reasonable and commonly accepted time for such meetings.

9 B Annual General Meeting. (AGM)

The Association shall hold an AGM at a time and place decided by the Management Committee before the thirtieth day of June every year. If the meeting is not possible when scheduled (Auditors report not available for example), then it shall be held one calendar month later, after not less than fourteen days notice to members, and if still not possible then a further calendar month later at the same time and place.

The agenda of any rescheduled AGM shall not vary from that of the original scheduled meeting.

Any financial member may put forward a notice of motion to the AGM. Such notice must be presented to the Secretary in writing not less then twenty one days before the AGM and must be signed by the Proposer and Seconder.

The agenda, notices of motions and nominations are to be notified to the membership not less than seven days before the AGM.

Any financial member may participate, move, second or vote on any motion and stand for Office or Management Committee or other positions decided at an AGM if they are nominated by another financial member.

9 B 1 The primary business of the AGM is –

- to receive the reports of the Auditor and Treasurer of the Association.
- to receive the report of the President and any other report on the activities of the Association deemed appropriate by the Secretary.
- to elect the Officers and Management Committee and other positions as may have been notified in the notice of meeting and nominations having been notified to the Membership. Nominations may be taken from the floor at the discretion of the Chairman.
- to elect the Auditor and such other professional positions as may be required.
- Motions which have been notified to the Secretary of the meeting in writing not less than twenty one days prior to the meeting.
- Other General Business which may be put forward at the meeting, at the discretion of the Chairman and Secretary of the meeting.

9 B 2 Quorum. A quorum for an AGM shall consist of 10 of the general membership and half plus one of the Committee and Officers,

If a quorum cannot be formed within thirty minutes of the advertised meeting start time the meeting shall stand adjourned for one calendar month, with not less than fourteen days notice to Members, to the same time and place and shall take place with whatever members attending forming a quorum regardless of their numbers.

The agenda of any rescheduled or adjourned AGM shall not vary from that of the original meeting.

9 C General Meeting A General meeting may be called by the Management Committee -

- in support of the objects of the Association or for any other purpose
- with at least fourteen days notice to the membership.

9 D Special General Meeting (SGM) A SGM may be called by the Management Committee to deal with a particular matter or to deal with urgent business.

9 D 1 A SGM takes place under the following conditions –

– A SGM can deal only with the business notified in the notice of meeting. Only motions notified in the notice of meeting can be voted upon. However additional and related matters can be proposed for inclusion in the agenda of subsequent meetings of whatever type.

– A SGM must be notified more than seven days and less than twenty one days prior to it's commencement by notice in the Association newsletter or by mail to all members.

– A SGM takes place under the same rules of voting as an AGM.

– A SGM takes place under the same rules for a quorum as an AGM.

9 D 2 A SGM can be called by the General Membership by presentation to the Management Committee of a requisition signed by at least twenty members specifying a particular motion or motions to be discussed. Following receipt of such a requisition the Management Committee must advertise the SGM as in 9 D 1.

9 E Management Committee Meetings (MCM) The Management Committee shall meet as required, usually monthly, to conduct the business of the Association.

The Management Committee Meetings shall include the following items on the Agenda of the meeting.

– Call for Apologies.

– Reading of the minutes of the previous MCM and consideration of any matters arising from those minutes.

– The Treasurers monthly report and the presentation of any accounts to be paid.

– The presentation and consideration of any membership applications.

– The presentation and consideration of any correspondence.

– The presentation and consideration of any reports from associated or kindred organisations or other reports as the Chairman of the meeting deems appropriate.

– General Business which has been notified on the meeting agenda and any other business as the Chairman of the meeting deems appropriate.

9 E 2 The MCM is open for any financial member to attend and any financial member may speak and take full part in the meeting except only Officers and Management Committee members may move, second and vote on any motion.

9 E 3 A MCM may go “in committee” to discuss a particular item of business, at the passing of a motion to that effect. After which, the meeting may return to normal conditions at the passing of a motion to that effect. No motions may be voted upon while “in committee” except that which would return the meeting to normal conditions, Business discussed while “in committee” is not to be recorded in the minutes. While “in committee” only the Officers and Management Committee members may be present except for any individuals invited to attend for a specific purpose.

9 E 4 A quorum for a MCM shall be half plus one of the Officers and Management Committee members.

9 F Special Management Committee Meetings (SMCM)

A SMCM may be called at any time by the President and Secretary of the Association to discuss any business proposed by those Officers. A SMCM can be called –

- at seven days notice by any form of contact with at least three – quarters of the Officers and Management Committee.
- Has a quorum of half plus one of the Officers and Management Committee.
- Is open only to the Officers and Management Committee and any individuals the President and Secretary specifically call to the meeting whether or not they are members of the Association.
- At the discretion of meeting, and subject to a motion to the effect, the minutes of a SMCM can be limited to a recording of the time, place, agenda and any motions passed at that meeting.

10 General

10 A 1 Financial year and Membership year The Associations financial and membership year will end on the 31st of March each year.

10 A 2 The MC shall cause the locks to be changed as soon as practicable after the last day of April each year.

10 A 3 Any new member will pay a proportion of the annual subscription based on the number of full months of the financial year remaining after the application for membership was received.

10 B Right of Entry to Property The Association, through it's Management Committee, retains the right, in the interests of security of all and any facilities of the Association to manage and possibly restrict the availability of keys or any other legitimate form of entry and to undertake action against any person, whether or not they are a member, who enters or attempts to enter any Association facility without the permission of the Management Committee.

The Association through it's Management Committee retains the right to permit, upon written application, kindred organisations to use the Association's facilities and to locate assets in areas defined and designated for the purpose.

10 B 1 Sub lease That The Association shall not enter not any lease of license agreement with any third party.

10 C Privacy No information contained in the records of the Association shall be used for other than the purpose for which it was supplied without the express permission of the person concerned.

10 D Affiliations The Association through its Management committee may affiliate or join with as a member any Incorporated Society having as one of it's objects an object which is considered in the spirit of one of the objects of the Association.

10 E Reciprocal Ties. The Association through its Management committee may cultivate reciprocal relations with kindred institutions in New Zealand and overseas.

10 F Gifts the Association through its Management committee may, but is not obliged to, accept any gifts or property, (including any gifts subject to special trusts), in furtherance of the objects of the Association

10 G Association not carried on for Private Pecuniary Profit No payment shall be made, either directly or indirectly, for the private pecuniary profit of any person. Nothing in this clause 10 G shall prevent the reimbursement of reasonable expenditure properly incurred by any person on behalf of the Association or the payment in good faith of reasonable and proper remuneration or the usual professional, business or trade charges to any person for services rendered to the Association, provided that the payment does not exceed the open market value for the services provided, and provided further that the payment does not result in the Association losing its exemption from income tax under section CW 39 of the Income Tax Act 2004, or amendment thereof.

10 H Alterations to Rules The Association may amend these Rules provided that no amendments to clauses 2 A – 2 C, 10 H or 10 I shall be effected without prior approval from the Commissioner of Inland Revenue that such amendment would not result in the Association losing its exemption from income tax under section CW 39 of the Income Tax Act 2004, or amendment thereof, or if such approval is not forthcoming, or the terms upon which that approval is given is not acceptable in the opinion of the members, by approval of the same by a Court of competent jurisdiction.

10 H 1 If the Association is wound up for any reason, the surplus assets of the Association after payment of all costs, debts and liabilities shall not be paid to or distributed to the members of the Association, but shall be applied to the Association's Objects, or distributed to some other organisation within New Zealand that is exempt from income tax under section CW 39 of the Income Tax Act 2004, or amendment thereof, and which, in the opinion of the members, has objects similar to the Association's Objects.

10 I Winding Up If upon the winding up or dissolution of the Association there remains, after the satisfaction of its debtors and liabilities, any property whatsoever the same shall not be distributed or paid among the members of the Association but shall be given or transferred to some other association or club to be determined by the members of the Association at or before the time of dissolution or on default thereof by such judge of the Supreme Court of New Zealand as may have jurisdiction in the matter.

10 J Rules of Conduct of Meetings, Rules of Debate, Motions, Rule of Reference. If any matter arises during any meeting of the NZHA concerning the conduct of the meeting, rules of debate or any matter not covered in the rules, the matter shall be determined by reference to the copy of "Robert's Rules of Order" held by the NZHA Secretary. A copy shall also be kept in the Association's Library.



Standing Orders Register

Oct 11 2006

Proxy votes must be in the hands of the Secretary at least 30 minutes before the commencement of the meeting.

A member can only appoint a person as his/her proxy who is a financial member of the New Zealand Handloaders Assn. Inc. as at 10pm the night before the AGM and who is qualified to vote.

Sep 12 2007

Any use of the shotgun range is only by an authorised key holder in attendance

July 14 2008

All members are to lock the main gate on entry and departure when using and or meeting at the NZHA facility.

Any approved Organisation or Club using the Shot Gun or Rifle Range with a NZHA RO taking responsibility for the event may leave the gate open for the duration of the event.

Any member, Club or Organisation using any other range must lock the main gate after any person enters or leaves.

August 11 2008

Prospective members to attend 3 club events with each visit signed off by a committee member on their application form prior to being considered for membership.

November 10 2008

That the Secretary, Treasurer, Membership Secretary, President have their membership fee is waived in the succeeding year of office.

That all committee members and active Range Officer's have their annual membership fee reduced by 10% in the succeeding year. (replaced by June 20 2011 amendment below)

December 8 2008

That commercial members can take clients to the range provided they pay the appropriate range fee and sign the range attendance book with their company name and the name of the customer.

That commercial members who are sponsors have authority to pass their key to the one designated and named employee.

That no discount and or payment for goods or services can be used to offset annual subscriptions.

The NZHA membership year be from 1 April to 31 March with no pro-rata reduction to occur for new members until one month after the AGM.

February 8 2010

Spouse and junior memberships set at \$10.00.

April 11 2011

Life, Gold card, committee members and contractors to the club not required to pay for key renewals. FAL required for ALL key issues.

June 20 2011

Range officers to pay 50% of annual subscriptions plus key renewal. Discount applicable after 12 months of service as RO. (Retrospectively applied from 1 April 2011).

June 24 2015

Student membership is set at 50% of the current membership fee plus key renewals.