



# The Air Training Corps Association Of New Zealand Incorporated.

PO Box 6198  
Marion Square  
**WELLINGTON 6141**

Incorporated Society Number – 217389  
Charities Registration Number – CC27894

13 March 2016

To all Branch and District Chairpersons

## **Pre Notification of Annual General Meeting**

The Annual General Meeting of the Association will this year be held at RNZAF Base Ohakea on the 21<sup>st</sup> of May.

**Clause 8 of the Constitution deals with the meeting of the National Council and is detailed below:**

### **8.0 Meetings**

#### **8.1 National Council:**

- 8.1.1 There shall be at least one meeting each year of the National Council on a date to be fixed by the Management Committee.
- 8.1.2 Special General Meetings of the National Council may be called by the National Council of its own volition, by the Management Committee, by any two District Councils or by at least six Branches.
- 8.1.3 The business of National Council Annual General Meetings shall be to elect National Council and Management Committee members to be elected pursuant to Clause 7.2 and to conclude such business as may be deemed appropriate by the President.
- 8.1.4 Nominations for officers to be elected shall be made by District Councils, Branches or the Management Committee and shall be in the hands of the General Secretary by the thirty first day of March each year.
- 8.1.5 The General Secretary shall notify all District Council and Branch Chairpersons and members of the National Council by the twentieth day of April each year, details of nominations received pursuant to Clause 8.1.4 and the time, date and place of the Annual General Meeting of the National Council determined pursuant to Clause 8.1.1.

**Clause 7 of the Constitution deals with the Organisation of the Association and is detailed below:**

**7.0 Organisation**

- 7.1 The affairs of the Association shall be managed by the National Council.
- 7.2 The National Council shall consist of a delegate from each District Council, a delegate from each Branch of the Association and the following officers elected annually:
- (a) President,
  - (b) two Vice-Presidents,
  - (c) General Secretary,
  - (d) a minimum of four and not more than six persons strongly interested in furthering the aims and objectives of the ATC movement and the Association, and
  - (e) at the discretion of the National Council, a Patron or any other Honorary officers it may deem necessary from time to time.
- 7.3 The Commandant, New Zealand Cadet Forces, or his nominee, shall be deemed to be a member of National Council. The Commandant may nominate a serving ATC officer from any or all of the Northern, Central and Southern Training Regions to attend National Council meetings and a serving ATC officer to attend Management Committee meetings with rights to speak and vote.
- 7.4 The National Council shall elect annually a Management Committee which shall be responsible for the day to day management of the affairs of the Association and the implementation of policies approved from time to time by the National Council.
- 7.5 The Management Committee shall consist of the President, the two Vice-Presidents, the General Secretary, sufficient Committee members considered appropriate by National Council to carry out the business of the Committee and the Commandant of Cadet Forces, or his nominee.
- 7.6 Casual vacancies arising in any of the elected positions on the National Council or the Management Committee shall be filled by appointments made by the Management Committee and ratified at the next available meeting of the National Council. Where an appointment has not been made by the Management Committee, the vacancy shall be filled by an election at the next available National Council meeting.
- 7.7 The following organisations shall have the right to nominate a representative to attend and vote at National Council Meetings:
- (a) The Royal New Zealand Air Force.

- (b) The Royal New Zealand Air Force Association (Inc).
- (c) The New Zealand Federation of Brevet Clubs (Inc).
- (d) The Royal New Zealand Returned and Services Association Incorporated.

National Council may, at its discretion, invite such other bodies as deemed appropriate to be represented on the National Council or the Management Committee.

**Nominations for officers to be elected shall be made by District Councils, Branches or the Management Committee and shall be in the hands of the General Secretary by the thirty first day of March each year.**

The President, Vice Presidents, General Secretary and Council members P Burch, G Davies, A Drummond, K Williamson and N Wech have indicated their willingness to continue to serve on the National Council and Management Committee.

Nomination forms for all National Council positions are included with this notice.

Peter Nalder  
General Secretary  
Air Training Corps Association









