

**KING STREET ARTWORKS**  
**RULES OF THE INCORPORATED SOCIETY**

**1. NAME**

The name of the Society is **KING STREET ARTWORKS INCORPORATED**

**2. AIM**

King Street Artworks (Inc) is an arts and crafts workshop committed to building a non-threatening, sharing and supportive environment in the interests of a healthy community. King Street aims to respond to the needs of its Artists who are largely made up of mental health consumers.

**3. OBJECTS**

- a. To provide materials, equipment, tuition and creative impetus to enrich and empower Artists and assist them to develop their strengths and potential.
- b. To provide an environment that is friendly and supportive and gives Artists a sense of belonging and identity.
- c. To promote the spirit of equity and the principles of the Treaty of Waitangi.
- d. To develop creative and positive use of time and alternatives to full-time paid employment for those whose circumstances preclude them from entering the full-time paid work force.
- e. To operate out of a holistic health philosophy where the focus is on potential and ability rather than disability and dis-ease.
- f. To operate the workshop, its programmes and related structure in a cooperative and participatory manner which uses the consensus form of decision-making.
- g. To work in cooperation with other agencies, both statutory and voluntary and the arts community, to further the aims of the Society.
- h. To encourage greater community awareness of mental health.

**4. POWERS**

To further the above charitable objects the Society shall have the following powers:

- a. To purchase, lease, hire or otherwise acquire any real or personal property.
  - b. To sell, let, mortgage or otherwise dispose of or deal with any of the property and assets of the Society.

- c. To construct, maintain or alter any buildings or property.
- d. To borrow, raise or invest money on such terms as may be thought fit.
- e. To employ, retain or engage people.
- f. To do all such other things which will further the charitable objects of the Society.
- g. To delegate specific tasks to sub-committees or groups of members, as required.

## **5. MEMBERSHIP**

The following persons and bodies shall be members of the Society, having applied orally or in writing to the Secretary.

- a. Artists who use the Society's workshop;
- b. People and groups who support the objects of the Society.

## **6. TERMINATION OF MEMBERSHIP**

- a. Termination of Board members for non-attendance:- After missing three consecutive Board meetings with no apologies offered, the member will not be eligible for re-election at the next AGM.

## **7. ANNUAL GENERAL MEETING (AGM)**

- a. The AGM of the Society shall be held each year not more than fifteen months after the previous AGM.
- b. The business of an AGM shall include the following:
  - i. The presentation of annual accounts and annual report;
  - ii. The appointment of a Management Board of up to Nine people, (but always an odd number so that motions can be carried by a majority) comprising workshop Artists, designated by the Artist Group, and people from the wider community, with the aim of a ratio of one third Artists and two thirds community members. Provided that no employee of King Street Artworks Incorporated shall be eligible to be on the Board
  - iii. The appointment of the following office holders will be done by ballot by elected members of the Management Board only
    - Chair
    - Deputy Chair
    - Treasurer
 The position of Secretary need not be filled by a Board Member

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- iv. The consideration of any resolution put before the AGM
- v. The appointment of an Auditor or Receiver

**8. SPECIAL GENERAL MEETING**

- a. At least three members may request the Board to call a Special General Meeting.
- b. The request shall include the matters the members wish to discuss at the Special General Meeting.
- c. Within twenty-one days of receiving the request the Board shall call a Special General Meeting.

**9. NOTICE OF GENERAL MEETINGS**

- a. Fourteen days' notice of all General Meetings (Annual and Special) shall be given.
- b. Notice of all General Meetings shall be placed on a notice board at the premises where the Society's workshop is operating and relevant Media.
- c. The notice shall specify the time, date and place of the Meeting.
- d. Notice for a Special General Meeting shall include the reasons for calling it.

**10. QUORUM OF GENERAL MEETINGS (ANNUAL OR SPECIAL) and Management Board Meetings**

The quorum for all General Meetings shall be ten members.

The Quorum for Board meetings will be a majority of Board Members.

**11. MANAGEMENT GROUP**

- a. The Responsibilities of the Board Shall be:
  - i. To ensure that proper books of account are kept and to handle the Society's finances;
  - ii. To ensure that a register of members is kept;
  - iii. To have control of the common seal;
  - iv. To call General Meetings;
  - v. To carry out, subject to the input of the Artist Group, all other aspects of the Society's affairs
- b. The Board shall consult with the Artist Group and ensure the Artist Group has an opportunity to consider all matters that will be decided upon by the Board prior to any final determination being made.
- c. The Board may co-opt up to four other persons comprising equal numbers of users, designated by the Artist Group and people from the wider community. The co-opted members will have equal voting rights.

- d. The Board shall meet at least six times each year and at other times if requested by the Artist Group or by any two Board members.

## **12. ARTIST GROUP**

- a. The Artist Group comprises those people who attend the workshop community meetings.

The Artist Group shall give advice on the following matters concerning the Society's workshop:

- i. The design of its programmes;
- ii. The use of its space;
- iii. Its hours of operation;
- iv. User charges;
- v. Any other matters relating to its routine operation.

- b. The Artist Group shall, prior to the AGM, nominate up to Three Artists for appointment to the Board
- c. The Artist Group shall when requested by the Board pursuant to Rule 11(c) appoint 2 additional Artists to the Board .

## **13. DECISION MAKING**

Decision making at General Meetings and Board meetings shall strive to reach decisions by consensus. If a consensus decision cannot be reached within a reasonable time, as determined by the meeting, the motion will be put to the vote. Voting shall be by voices, a show of hands or, where appropriate, a secret ballot.

## **14. CONFLICT OF INTEREST**

Any member of the Board is obliged to notify it of any conflict of interest in respect of a particular issue under consideration or a general conflict. The Board should then decide whether the member should absent her/himself from either the discussion on the matter or a vote on the matter or both.

## **15. CONTROL OF FUNDS**

- a. The Board through its treasurer shall ensure that proper books of account are kept.
- b. All funds received by or on behalf of the Society shall be paid into the Society's bank account.
- c. All cheques and withdrawals on the Society's accounts shall be signed by two persons of those designated by the Board.

- d. The property of this Society is irrevocably dedicated to charitable purposes and no part of the income or assets shall ever serve to the benefit of a private person except that the Society shall be authorised to pay reasonable wages and compensation for services rendered and to make payments and distributions for the purposes set out in paragraph 3 of these Rules

#### **16. COMMON SEAL**

- a. The common seal of the Society shall be kept in the custody of the Board.
- b. The common seal shall be affixed with the signatures of two persons designated by the Board to such documents as the Board decides.

#### **17. ALTERATION OF THE RULES**

- a. The rules of the Society may be added to, altered or rescinded by a resolution of a General Meeting.
- b. Any proposed change (s) shall be included on the notice calling the General Meeting.
- c. No addition, alteration or remission shall derogate from the non-profit or charitable status of the Society.

#### **18. WINDING UP**

In the event of the Society winding up, the surplus assets shall be distributed to New Zealand charitable organisations with similar aims to the Society.