

The Incorporated Societies Act 1908
Constitution and Rules
of
Vegetables New Zealand Incorporated

1 Definitions

1.1 In these rules unless the context otherwise requires:

“Act” means the Incorporated Societies Act 1908;

“AGM” means the annual general meeting of VNZ Inc;

“Board” means the committee of Directors of VNZ Inc and the VNZ Inc Chair constituted in terms of clause 6;

“General Manager” means the business manager appointed by the Board to undertake administrative and secretarial duties on behalf of VNZ Inc;

“CAG Chair” means a person appointed by the Directors to hold office as Chair of a CAG, pursuant to clause 10.1;

“Crop Advisory Group” or **“CAG”** means a crop-specific subcommittee established by the Board from time to time, and includes at the date of adoption of these rules the CAGs listed in clause 10.1;

“Director” means a person elected as Director of the Board pursuant to these rules;

“Fresh Vegetables” means the crops listed in Schedule 1 to these rules, as that Schedule may be amended from time to time;

“general meeting” means any meeting of Members;

“HortNZ” means Horticulture New Zealand Incorporated;

“Levy” means a levy in respect of the growing of Fresh Vegetables pursuant to the Commodity Levies (Vegetables and Fruit) Order 2013 (“the Order”) or such order made in substitution for the Order pursuant to the Commodity Levies Act 1990, or pursuant to any voluntary levy agreed to be paid by commercial growers of Fresh Vegetables;

“Member” means a person who has qualified for, and been accepted as, a Grower Member or as a Non-Grower Member of VNZ Inc, as set out in clause 4.1 or 4.2, and includes both corporate and unincorporated bodies;

“month” means a calendar month;

“person” includes an individual, firm, company, corporation, partnership, incorporated or unincorporated body of persons, joint venture (incorporated or unincorporated), Maori

incorporation, incorporated charitable trust board, Maori Trust Board, any public, territorial or regional authority, any government, and any agency of any government or of any such authority;

“Registrar” means the Registrar of Incorporated Societies;

“rules” means these rules as they may be amended from time to time;

“VNZ Inc” means the incorporated society governed by these rules and known as Vegetables New Zealand Incorporated or by such other name as VNZ Inc adopts from time to time;

“VNZ Inc Chair” means the chairperson of VNZ Inc from time to time elected as set out in clause 6.3.

2 Name and Registered Office

2.1 The name of the society is Vegetables New Zealand Incorporated (“VNZ Inc”).

2.2 The registered office of VNZ Inc is at Level 4, Co-operative Bank House, 20 Ballance Street, Wellington or at such other place as the Board may decide from time to time. Notice of any change of situation of the registered office must be sent to the Registrar.

3 Objects

3.1 The principal object for which VNZ Inc is established is to promote the profile of the New Zealand Fresh Vegetable industry and the maintenance of a business environment in which New Zealand Fresh Vegetable producers can thrive and grow.

3.2 In order to attain the principal object, VNZ Inc may:

- (a) Promote to public policy makers, the media and the general public the Fresh Vegetable industry as a sector of ongoing social and economic significance in New Zealand;
- (b) Communicate, on behalf of Members, the nutritional and economic value of New Zealand-produced Fresh Vegetable products to the industry’s customers and consumers;
- (c) Establish and maintain in New Zealand an association of producers of Fresh Vegetables for the mutual benefit and assistance of Members, and to act as a forum for the exchange of information and for the discussion of matters of common concern amongst Fresh Vegetable producers;
- (d) Provide sound information on economic, environmental, regulatory, marketing, technical, human resource management and other matters affecting the Fresh Vegetable industry to assist decision making by Members in their individual enterprises;

- (e) Foster collaboration amongst Members and other industry stakeholders where potential collective benefits exist from activities such as reducing compliance and production costs or exploring new markets;
- (f) Represent the common views of VNZ Inc on issues concerning the sector to HortNZ, public policy makers, the media and the general public;
- (g) Support any practical initiative to increase the development or profitability of export markets;
- (h) Provide and raise funds for the purpose of VNZ Inc by levies, borrowing, subscriptions, annual or otherwise, or by any other means;
- (i) Affiliate, take shares in, become members of, or otherwise cooperate with any other person, body or organisation having similar objects and contribute to the funds of any such body or organisation;
- (j) Generally do all such things and take all such initiatives as VNZ Inc may from time to time consider beneficial to its Members in order to attain the above mentioned objects or any of them.

3.3 For the avoidance of doubt, but without limiting the objects of VNZ Inc:

- (a) VNZ Inc may carry out the objects of HortNZ in so far as they relate to the interests of growers of Fresh Vegetables as a sector of the New Zealand horticulture industry; and
- (b) VNZ Inc will apply for affiliated membership with HortNZ.

4 Membership and Classes of Members

Classes of membership

- 4.1 **Grower Members:** A person will be eligible to become a Grower Member if that person is actively engaged in the commercial production of Fresh Vegetables in New Zealand for domestic sale or export and who, in the preceding 12 month period (or part thereof), has paid a Levy, **other than** a person who grows Fresh Vegetables for commercial processing by way of artificial drying, evaporating, freezing, canning, bottling, juice extraction or preserving.
- 4.2 **Non-Grower Members:** The Board may accept for membership persons who do not qualify as Grower Members, but who have an interest in the commercial production of Fresh Vegetables in New Zealand, who shall be Non-Grower Members. Non-Grower Members shall have no voting rights on matters relating to the Levy.
- 4.3 **Life Members:** The Board may award life memberships to those Members who have served on the Board as determined from time to time by the Board (including service to the board of the Fresh Vegetables Product Group of HortNZ) and who have also served as Chair. Life Members shall not have voting rights unless the Life Member remains a Grower Member or a Non-Grower Member.

4.4 The Board may also grant:

- (a) Awards of merit, to Members who have served on the Board (including service to the Fresh Vegetables Product Group of HortNZ); and
- (b) Lifetime achievement awards, to persons (who need not have been Members) who have provided outstanding service to the Fresh Vegetable industry.

4.5 The Board shall maintain a register of Members and classes of Members and prescribe the documentation required to establish membership.

Application for membership

4.6 Any person who wishes to become a Member of VNZ Inc must complete the official VNZ Inc membership application form for the relevant class of membership, and shall pay any joining fee and the subscription then current (if any) for that class of membership. On payment of such amounts, and acceptance of membership by the Board, the applicant will become a Member of VNZ Inc.

Ceasing to be a Member and changing class of membership

4.7 Any Member may resign from membership by notice to the General Manager and every such notice shall unless otherwise expressed take effect from the end of the then current financial year.

4.8 If any Member is convicted of an indictable offence or is adjudged a bankrupt or makes a composition with creditors or if any effective resolution or order of court is passed or made for the winding up or dissolution of any company or other body corporate which is a member, then that Member shall without release from any prior liability to VNZ Inc forthwith cease to be a Member, but VNZ Inc may in its discretion reinstate the Member.

4.9 A person will cease to be a Grower Member if:

- (a) in the reasonable opinion of the Board, the person has ceased to be a commercial grower of "Fresh Vegetables" in accordance with clause 4.1; or
- (b) the person has not, in the 12 month period preceding the relevant date, paid a Levy.

4.10 Expulsion

The Board may at any time by letter invite any Member within a specified time to retire for breach of these rules, or any regulations or by-laws made by VNZ Inc, or if the Member no longer meets any qualification for membership, and, in default of retirement, the Board may within three calendar months from the date of the letter expel the Member from membership of VNZ Inc.

5 Subscriptions/Fees/Levies

5.1 Each year the Board may recommend:

- (a) A fee to be paid by new Members as a joining fee; and
 - (b) A subscription charge payable by any Member in respect of each of VNZ Inc's financial years; and
 - (c) Any special charge or levy (other than a Levy).
- 5.2 The recommendations of the Board for the fees, subscriptions, charges or levies noted above shall be considered by Members at each AGM and approved or varied by the AGM, as Members think fit. The decision of the AGM as to the amounts of joining fees, subscriptions, charges or levies for the then current financial year shall be final and binding on all Members provided that no joining fee, subscription, charge or levy shall be less than the amount recommended by the Board.
- 5.3 Any Member failing to pay the appropriate amount within one month of its due date may be liable to have that Member's name removed from the register of Members and membership terminated.
- 5.4 The Board shall have the power to reduce pro rata any amounts for Members joining in the second half of any financial year.

6 Board of Directors of VNZ Inc

- 6.1 The Board of VNZ Inc shall comprise:
- (a) **Directors:** Between 6 and 8 individuals holding office from time to time as the Directors. Directors are elected by Members as set out in clause 6.2. The persons holding office at the date of adoption of these rules as the Chairs of the respective CAGs shall be the initial Directors; and
 - (b) **VNZ Inc Chair:** The VNZ Inc Chair, elected on an annual basis as set out in clause 6.3. The person holding office as Chair of Vegetables New Zealand will be the initial VNZ Inc Chair, who will hold office until the conclusion of the first AGM following the date of adoption of these rules.
- 6.2 The Directors of VNZ Inc shall be elected as follows:
- (a) Each Director shall hold office for a term of 3 years, or any earlier date of retirement or death.
 - (b) Retiring Directors are eligible for re-election, and there is no maximum number of terms that an individual can be reappointed as a Director.
 - (c) Retiring Directors shall be deemed to be re-elected if there is no opposing candidate for election.
 - (d) A Director must retire if they cease to be qualified to hold office as set out in clause 6.4.
 - (e) In each year, the General Manager will organise for a postal vote to take place to elect a new Director to fill an upcoming vacancy, due to expiry of the 3 year term, or

otherwise. The General Manager will first call for nominations for the position of Director, with the nomination period opening in each year 49 days prior to the date fixed for the AGM, and closing 28 days prior to the date fixed for the AGM.

- (f) Postal voting forms will be included with the notice of meeting for the AGM, and the postal vote shall be completed at least 7 days prior to the date for holding the AGM of VNZ Inc so that the result is available at the AGM.
- (g) All Members entitled to receive a notice of meeting for the AGM are entitled to participate in the postal vote for the Director.

6.3 The VNZ Inc Chair and Vice Chair shall be elected as follows:

- (a) At the first Board meeting held following the AGM, the Directors will elect from amongst the Directors the VNZ Inc Chair, to hold office from the conclusion of the Board meeting at which they are elected until the conclusion of the Board meeting held following the next AGM, subject to these rules.
- (b) At the first Board meeting held following the AGM, the Directors will elect from amongst the Directors the VNZ Inc Vice Chair, to hold office from the conclusion of the Board meeting at which they are elected until the conclusion of the Board meeting held following the next AGM, subject to these rules.
- (c) A retiring Chair is eligible for re-election, and there is no maximum number of terms that an individual can be re-elected as a VNZ Inc Chair.
- (d) A retiring Vice Chair is eligible for re-election, and there is no maximum number of terms that an individual can be re-elected as a VNZ Inc Vice Chair.

6.4 The following persons shall be eligible for election as Directors:

- (a) Any Member who is a natural person; or
- (b) Any director or shareholder of a Member that is a company; or
- (c) Any partner, employee or nominated representative of a Member that is a partnership or joint venture (whether incorporated or not); or
- (d) Any member of a committee of management of a Member that is a Maori incorporation; or
- (e) Any trustee of a Member that is a trust (including a Maori Trust Board); or
- (f) any employee of a Member;

being the person nominated as the principal representative of that Member in respect of dealings with VNZ Inc.

6.5 In addition to the requirements in clause 6.4, a candidate for election as the VNZ Inc Chair must be a Grower Member, or related to a Grower Member in the same way as set out in clause 6.4.

- 6.6 The office of Director or of VNZ Inc Chair shall be vacated:
- (a) If the person is absent from two consecutive Board meetings without special leave; or
 - (b) If the person is or becomes bankrupt or suspends payment or compounds with his or her creditors; or
 - (c) If the person dies or loses mental capacity; or
 - (d) If he or she ceases to be a Member.
- 6.7 If the Chair shall resign from office, die, become bankrupt, or in some other way become incapable of carrying out his or her duties as Chair for a period of more than 6 weeks then the Vice Chair shall assume the position of Chair and hold office until the conclusion of the next AGM.
- 6.8 Any casual vacancy in the Board may be filled by the remaining Directors appointing a duly qualified person to fill such vacancy and the person so appointed shall hold office until the next AGM. The existence of a vacancy shall not affect the validity of any acts or decisions on the part of the Board provided that there continues to be a quorum present.
- 6.9 A Director or the VNZ Inc Chair may be removed by an ordinary resolution of the Members at any general meeting of which notice specifying the intention to propose the resolution has been duly given, and the Board may suspend any Director (or VNZ Inc Chair) who persists in any conduct injurious to VNZ Inc.
- 6.10 All acts done by any Director, the VNZ Inc Chair, or by a committee of the Board or by any person acting as a member of such committee shall, notwithstanding that it shall afterwards be discovered that there was some defect in the appointment of such Director, VNZ Inc Chair, or of the persons acting as aforesaid or that they or any of them were disqualified, be as valid as if every person had been duly appointed and was qualified to be a Director or VNZ Inc Chair or committee member.
- 6.11 Notwithstanding anything to the contrary in these rules, the Board shall be entitled to call upon the services of any person whom it may think desirable to add to its Directors on account of any special skill in any field of the production, marketing, packaging, processing or distribution of vegetables as a co-opted member of the Board but no such co-opted member shall be entitled to vote.

7 Powers of the Board

- 7.1 Management and control of the affairs and business of VNZ Inc shall be vested in its Board.
- 7.2 The general functions and powers of the Board shall be:
- (a) To control, administer and manage the property and affairs of VNZ Inc;
 - (b) To carry out, effect and perform the objects of VNZ Inc according to these rules.

- 7.3 The Board may employ such employees or contractors either honorary or otherwise upon such terms and conditions and remuneration as the Board thinks fit and may from time to time remove and replace any person so appointed.
- 7.4 The borrowing powers of VNZ Inc shall be vested in the Board.
- 7.5 Proper minutes shall be kept of all meetings of VNZ Inc and the Board and the minutes of all meetings of the Board shall be open to inspection by all Members.

8 Board Meetings

- 8.1 The Board may meet together for the despatch of business, adjourn and otherwise regulate their meetings and procedures as they may think fit.
- 8.2 The Board shall where appropriate preserve the confidentiality of information provided to them and the Board may formulate appropriate guidelines and undertakings to protect such confidential information.
- 8.3 Any Director shall have the right to appoint an alternate to attend a meeting of the Board in his or her stead by notifying the VNZ Inc Chair or General Manager prior to commencement of that Board meeting. Such alternate shall for all purposes have the power of the appointor and be deemed to be a Director for the duration of the meeting.
- 8.4 Three Directors and the VNZ Inc Chair (or Vice Chair) present or represented by an alternate shall constitute a quorum.
- 8.5 Voting at meetings of the Board will be on the basis of one vote per Director. Subject to clause 8.9 the VNZ Inc Chair shall be entitled to a casting as well as a deliberative vote unless the vote relates to the Levy.
- 8.6 A resolution in writing signed by all Directors and by the VNZ Inc Chair shall be as valid and effectual as if it had been passed at a meeting duly constituted and held.
- 8.7 The use of telephones or other means of communication (such as Skype) of a quorum of Directors and the VNZ Inc Chair whether or not any one or more of the Directors or the VNZ Inc Chair is out of New Zealand shall be deemed to constitute a meeting of the Board and all the provisions in these rules as to meetings of the Board shall apply to such meetings provided that:
- (a) All persons entitled to receive notice of meeting are notified by telephone or other means of communication and are linked by telephone or such other means for the duration of the meeting; and
 - (b) At the commencement of the meeting each of the persons taking part in the meeting acknowledges that they are able to hear each of the other persons taking part.
- 8.8 At any meeting of the Board there may be present by direction or invitation such employees, contractors or other persons as the Board decides.

- 8.9 The VNZ Inc Chair shall preside at every meeting of the Board unless absent from that meeting. In the VNZ Inc Chair's absence the Vice Chair may chair the meeting and have all powers, functions and duties of the VNZ Inc Chair except for the right to have a casting vote.

9 Sub-Committees

- 9.1 The Board may from time to time confer upon Members or sub-committees of Members such powers of the Board under these rules as they see fit and shall determine the duties those Members or sub-committees are required to perform and may as the Board deems expedient withdraw, revoke or vary such powers or duties.
- 9.2 Any sub-committee shall in the exercise of the powers so delegated conform to any regulations that may from time to time be imposed upon it by the Board.
- 9.3 The meetings and proceedings of any sub-committee shall be governed by the same rules as apply to the regulation of meetings and proceedings for the Board, as far as they are applicable and are not superseded by any other regulations made under these rules.
- 9.4 Any Director or representative appointed to chair a sub-committee will be responsible for reporting in writing to the Board on items or activities from those meetings.

10 Crop Advisory Groups (CAG)

- 10.1 The Board will, from time to time, form crop-specific subcommittees known as "Crop Advisory Groups" (CAGs). The Board will appoint the chairs of such CAGs from among the existing Directors. The following CAGs have been established at the date of adoption of these rules:
- (a) Brassicas;
 - (b) Roots and tubers;
 - (c) Alliums;
 - (d) Stalks, vines, bulbs and herbs;
 - (e) Covered crops; and
 - (f) Leafy vegetables.
- 10.2 Meetings of the CAGs will generally be held by way of conference calls prior to the scheduled meetings of the Board and once per year at the AGM. CAGs may meet from time to time, subject to the approval of the Board, in order to further pursue aims and objectives specific to that CAG.
- 10.3 In order to keep the members of each CAG informed, interested and involved, CAG members will be sent copies of each Board meeting agenda and papers in advance of each Board meeting. The CAG Chairs will then engage with their respective CAG members via conference call and bring any discussion back to the Board meetings.

- 10.4 If any member of a CAG is unable to attend any CAG meeting, that representative may appoint a substitute with full power to attend, speak and vote at the CAG meeting.

11 Remuneration of Committees

- 11.1 Members, the Board and any CAGs or other sub-committees may be paid such remuneration by way of honorarium as may be determined by VNZ Inc at the AGM.
- 11.2 The persons described in clause 11.1 may also be paid travelling, hotel and other expenses properly incurred by them in attending and returning from meetings of the Board, a CAG or any sub-committee or any general meetings of VNZ Inc or in connection with the business of the VNZ Inc and in addition may be paid such sum as may be determined by the Board (by prior resolution) in respect of any extra service performed by any such person within New Zealand or elsewhere either in respect of attendance at any such meeting or in respect of any special exertions in travelling abroad or otherwise for any of the purposes of the VNZ Inc.

12 Commodity Levy

- 12.1 Any decision in relation to the imposition of a Levy will require approval by Grower Members by way of a referendum. In order for approval to be granted for imposition or variation of a Levy, both the following conditions must be met:
- (a) the votes in favour of imposition or variation of the Levy (ie the "YES" votes) must represent more than 50% of all votes cast from all Grower Members (on a one Grower Member one vote basis); and
 - (b) those votes in favour must represent more than 50% of the gross proceeds of sale (before deduction of costs and charges) of Fresh Vegetables sold by Grower Members who voted in the referendum, during the 12 month period prior to the Levy referendum.
- 12.2 Should any proposal be made as to change or expenditure of the Levy, such matters must be referred to the Grower Members at a general meeting. Only Grower Members who pay a Levy may vote on matters relating to the Levy. On such matters each Grower Member shall have a dual vote. In order for any proposal to change the Levy rate or in respect of the expenditure of the Levy to be approved the specific decision will require both a majority of votes by number of Grower Members and a majority by weighted vote. For the weighted voting part of this process each Grower Member will be entitled to 1 vote for every \$100 (or part thereof) of Levy paid. The weighting of each Grower Member's vote will be based on the dollar value of Levy paid, directly or indirectly, during the Grower Member's previous full financial year prior to the notice of meeting for the relevant meeting being given. In order to be entitled to a weighted vote, each Grower Member must complete and return to the General Manager within 7 days of the date of the meeting a declaration setting out the amount of Levy paid in the Grower Member's previous full financial year prior to the relevant notice. Such declaration may be subject to audit and/or a requirement to provide a statutory declaration before being accepted.

- 12.3 Any person who pays a Levy but who is not a Member of VNZ Inc (for example because of a conscientious objection) may attend the general meeting and will have speaking rights only in respect of the rate of the Levy and expenditure of the Levy by VNZ Inc.

13 General Meetings

- 13.1 Any Member shall be entitled to attend and speak at a general meeting of VNZ Inc.
- 13.2 The VNZ Inc Chair shall serve as chairperson of the general meeting. If the VNZ Inc Chair is absent, the Vice Chair shall serve as chairperson of the general meeting. In the absence of both persons, the Members present shall elect one of the Directors present as chairperson of the meeting.
- 13.3 Voting at general meetings shall be as follows:
- (a) **Entitlement to vote:** Voting entitlements will be determined at 5 pm on the date 49 days prior to the date fixed for the general meeting. Persons whose name and address are recorded in the membership lists of VNZ Inc at that time will be the only persons entitled to vote at the general meeting.
 - (b) **Voting:** Unless otherwise provided by these rules, voting at a general meeting shall be by show of hands on the basis of one vote per Member present in person or represented by proxy. A poll may be directed by the meeting Chair, if demanded by not less than 10 Members present at the meeting. On any poll, each Member present or represented by proxy will have one vote. The VNZ Inc Chair shall have a casting as well as a deliberative vote.
 - (c) **Proxies:** If any Member is unable to attend at any general meeting, that Member may by notice in writing delivered to the General Manager no later than 48 hours prior to the time fixed for such general meeting appoint any other person entitled to attend any such general meeting to be the proxy of that Member and any proxy so appointed shall be entitled to exercise the vote available to that Member under these rules.
 - (d) **Exclusion from attendance:** Members present at a general meeting may by resolution duly passed by a majority of not less than two-thirds of the Members present and voting, exclude from attendances at and participation in a general meeting any person who, in the opinion of the Members, is or has been guilty of wilful disobedience of the rules or of any by-laws made under those rules or of conduct inconsistent with the character and interests of VNZ Inc, or of conduct repugnant to the objects of VNZ Inc or of its Members.
 - (e) **Quorum:** Fifteen (15) Members personally present or represented by proxy shall form a quorum at all general meetings of VNZ Inc.

Annual general meetings

- 13.4 A meeting of all Members of VNZ Inc, called the "AGM", shall be held once in each financial year, on such date as is determined by the Board. All Members have the right to attend the AGM.

- 13.5 Forty-nine (49) days' written notice shall be given to Members of the AGM.
- 13.6 The agenda of the AGM shall include the following:
- (a) Receiving and considering a report from the VNZ Inc Chair;
 - (b) Consideration and if appropriate approval of VNZ Inc's financial statements for the preceding financial year;
 - (c) Appointment of an auditor;
 - (d) Setting the subscription (if any) payable for membership;
 - (e) Confirming the election of Directors;
 - (f) Generally reviewing VNZ Inc's operations in the preceding financial year;
 - (g) Considering any remits initiated by Members by written notice to the General Manager in the manner set out in clauses 13.7 to 13.9;
 - (h) Conducting such other general business as the Members think fit (by majority approval of Members present at the AGM, provided that such business shall not be put to a resolution).
- 13.7 **Remits:** In the event that a Member of the VNZ Inc wishes to have a certain matter considered at an AGM pursuant to clause 13.6(g) of these rules then the relevant person ("the Proposer") shall give notice in writing to the VNZ Inc Chair and the General Manager of the remit not less than 28 days prior to the date fixed for the AGM.
- 13.8 **Notice of remit:** If the notice referred to in clause 13.7 of these Rules is received by the VNZ Inc Chair and the General Manager not less than 28 days prior to the date fixed for the AGM, the General Manager must give notice of the Remit and the text of any proposed resolution to all Members entitled to receive notice of the AGM not less than 21 days prior to the date fixed for the AGM, **provided that** the VNZ Inc Chair has the right to exclude the notice of a remit or statement prepared by a proposer which the VNZ Inc Board considers to be defamatory, frivolous or vexatious.
- 13.9 **Written proposals:** If the Board intends that Members may vote on a remit, it must give the proposer the right to include in or with the notice referred to in 13.7 a statement of not more than 1,000 words prepared by the proposer in support of the remit, together with the name and address of the proposer.

Special general meetings

- 13.10 Twenty (20) Members may by requisition addressed to the VNZ Inc Chair and the General Manager demand that a special general meeting of VNZ Inc shall be called to consider any matter set out in such requisition and upon receipt of such requisition the General Manager shall proceed to call such a meeting with not less than 21 days' notice to Members entitled to attend the same. The Board may also be able to call such a special general meeting by giving the same notice to Members.

- 13.11 All provisions relating to operation of general meetings contained in these rules shall, to the fullest extent possible, apply to any special general meeting called pursuant to clause 13.10.

14 Records

- 14.1 The Board shall ensure that:

- (a) A record is kept of all proceedings of VNZ Inc and the Board;
- (b) A record is kept of all Members, their addresses, qualification for membership detail and the date on which they became Members of VNZ Inc;
- (c) All correspondence, records and reports connected with VNZ Inc are kept for a reasonable period; and
- (d) A record of monies due to VNZ Inc, or payments made by VNZ Inc is kept in a correct record of such receipts and payments.

15 Balance Date

- 15.1 The balance date for VNZ Inc shall be 31 March each year or such other date as the Board may determine.

16 Auditor

- 16.1 An auditor, being a person who is not a member, but who is a current member of the Institute of Chartered Accountants of New Zealand shall be appointed by the Board, and such appointment shall be confirmed by the members at the AGM.
- 16.2 It shall be the duty of the auditor to examine and check the financial records of VNZ Inc and see they are properly kept and balanced and also to audit the annual financial statements of VNZ Inc.

17 Common Seal

- 17.1 The common seal of VNZ Inc shall be affixed by the Board who shall be responsible for the safe custody and control of the seal.
- 17.2 Whenever the common seal of VNZ Inc is required to be affixed to any document the seal shall be affixed pursuant to a resolution of the Board or of VNZ Inc by two members of the Board and the persons affixing the seal shall at the same time sign the document to which the seal is affixed.

18 VNZ Inc Funds

- 18.1 All moneys received by or on behalf of VNZ Inc shall forthwith be paid to the credit of VNZ Inc in a bank account nominated by the Board and all cheques or withdrawal slips drawn on the account shall be signed by two people appointed for that purpose by the Board.
- 18.2 VNZ Inc may from time to time without restriction invest and reinvest with or without security and upon such terms as the Board thinks fit the whole or any part of its funds not required for the immediate business of VNZ Inc.
- 18.3 No member or any person associated with a member shall participate in or materially influence any decision made by VNZ Inc or the Board in respect of any payment to or on behalf of that members or associated person of any income, benefit or advantage whatsoever.
- 18.4 Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being the open market value). The provisions and effect of this clause 18.4 shall not be removed from these rules and shall be included and applied into any document replacing this clause 18.4.

19 Borrowing

- 19.1 VNZ Inc may in addition to the other powers vested in it borrow or raise money from time to time by the issue of debentures, bonds, mortgages or any other security founded or based on all or any of the property and/or rights of VNZ Inc or without any security and upon such terms as to priority and otherwise as VNZ Inc thinks fit.

20 Winding Up

- 20.1 VNZ Inc may be wound up voluntarily if VNZ Inc, at a general meeting of its Members, passes a simple majority resolution requiring VNZ Inc to be wound up, and that resolution is confirmed by a simple majority resolution at a subsequent special general meeting called for that purpose and held not earlier than thirty days after the date on which the original resolution to be confirmed was passed.
- 20.2 If VNZ Inc is wound up, any surplus assets after payment of VNZ Inc's liabilities and the expenses of the winding-up shall be transferred to an organisation with similar objectives determined by the Board or to some other charitable organisation or purpose within New Zealand.

21 Rules and Regulations

- 21.1 These rules may be altered, added to, rescinded or otherwise amended by a resolution passed by a majority of those present in person or by proxy at a general meeting of which 21 days' notice has been given. No alteration shall be made to the rules that would enable the income or other funds of VNZ Inc to be used for or be available for the private pecuniary profit of any Member.
- 21.2 No addition to or alteration of the non-profit aims, personal benefit clause or the winding up clause shall be approved. The provisions and effect of this clause shall not be removed

from this document and shall be included and implied into any document replacing this document.

- 21.3 Every notice given in terms of clause 21.1 shall set out the wording and purpose of the proposed alteration, addition, rescission or other amendment to these rules.
- 21.4 Duplicate copies of every alteration, addition, rescission or amendment to these rules shall forthwith be delivered to the Registrar in accordance with the requirements of the Act.
- 21.5 The Board may from time to time make, amend or rescind regulations or by-laws not inconsistent with these rules governing the affairs of VNZ Inc and the procedures at its meetings.
- 21.6 The decision of the Board on the interpretation of these rules or any matter or thing not contained in these rules and which pertains to VNZ Inc shall be conclusive and binding on all Members unless revoked at an AGM or special general meeting.

Schedule 1

Definition of Fresh Vegetables – Growers of the following vegetables and their hybrids for sale on the fresh domestic market or for fresh export, and who pay a levy, are eligible for membership of VNZ Inc.	
Artichokes (<i>Globe & Jerusalem</i>)	Lettuce
Asian Vegetables	Marrows
Beans (excluding field dried beans)	Melons (including water, green netted, honeydew, bitter, rock, white, musk and prince)
Beetroot	Okra
Box Thorn	Parsnips
Broad beans (including sora mame)	Peas
Broccoflower	Puha
Broccoli	Pumpkins
Broccolini	Purslane
Brussels Sprouts	Radicchio
Burdock	Radishes (incl: Chinese radish & daikon)
Butternut squash	Rakkyo
Cabbage	Rhubarb
Capsicums	Salad Leaves
Carrots	Salsify
Cauliflower	Scalopini
Celeriac	Scorzonera
Celery	Shallots
Chilli Peppers	Silverbeet
Chokos	Spinach (including water spinach)
Courgettes or Zucchini	Spring Onions
Cucumbers	Squash (excluding buttercup squash for export from NZ)
Eda Mame (Green soy beans)	Sprouted Beans and Seeds
Eggplant (or Aubergine)	Swedes
Florence Fennel	Sweet corn (including baby sweet corn)
Garland chrysanthemum	Taro
Garlic	Turnips
Gherkins	Ulluco
Ginger	
Herbs (including basil, bay, borage, caraway, chervil, chives, coriander, dill, fennel, horseradish, lemon balm, marigold, marjoram, mint, nasturtium, oregano, parsley, rosemary, sage, savory, sorrel, tarragon, thyme)	Watercress
Indian Vegetables	Witloof (or Chicory or Endive)
Kale and cavolo nero	Yakon
Kohl Rabi	Yams
Kumara	
Leeks	



COMPANIES
OFFICE

16 September 2016

Andrew Stewart
Morrison Kent
PO Box 10035
Wellington 6143



**VEGETABLES NEW ZEALAND INCORPORATED
2616693**

Letter ID: 2997378
Barcode: 10063965383
User: ADD
Registry Key: 7515499

Thank you for filing your Alteration of Rules for the above mentioned incorporated society.

The documents registered will be made available for public searching through our internet website at www.societies.govt.nz. Incorporated societies are able to file their annual financial statements and update their organisation details online using their registry key. The website also gives society's the ability to include additional information about their activities. Features include entering a society's:

- **Purpose** eg "this society promotes netball in the North Shore area etc."
- **Public Telephone, Website and Email details** to enable clients viewing our website the ability to contact a society directly or visit their website.
- **Officers** which enable the public to contact specific people within a society.

Please contact our office on freephone 0508 SOCIETIES (0508 762 438) or visit <http://www.societies.govt.nz/cms/customer-support/ask-a-question> if you have any enquiries regarding this letter.

Registrar of Incorporated Societies

