

## THE RULES OF EDUCATIONAL KINESIOLOGY (BRAIN GYM) NEW ZEALAND INCORPORATED 2018

### NAME

1. The name of the organisation shall be:  
“Educational Kinesiology (Brain Gym) New Zealand Incorporated,” hereafter referred to as “Edu-K NZ”.

### AIMS AND OBJECTS

2. The aims and objects of Edu-K NZ shall be:
  - (a) To increase the awareness of Educational Kinesiology in the community.
  - (b) To maintain professional standards of members through holding a register of Educational Kinesiologists who have achieved the standards of training and updating determined by Edu-K NZ in conjunction with International Faculty representatives in New Zealand.
  - (c) To provide members with resources and support for the practice and teaching of Edu-K by:
    - disseminating clear information on training, certification and recertification to all members
    - having set in place for members, a complaints procedure.
  - (d) To facilitate contact and cooperation between members.
  - (e) To represent the Educational Kinesiology Foundation as its sole official affiliate body in NZ in conjunction with International Faculty representatives in NZ.
  - (f) To work cooperatively with the International Faculty representatives in NZ to uphold the policies of the Educational Kinesiology Foundation.
  - (g) To endorse applications by Registered Educational Kinesiologists to join Natural Health Practitioners of New Zealand (NHPNZ) and to annually review and confirm eligibility for renewal of Registered Educational Kinesiologists to NHPNZ.

### MEMBERSHIP

3. The organisation shall consist of anyone who has paid their annual subscription.  
Membership is made up of:
  - (i) full members—anyone who has completed at least Brain Gym® 101 training
  - (ii) associated members—who shall not have voting rights, see 19 (i) – are student members (first year of training only) and any Life Members
4. The number of members shall not be limited.
5. Membership shall be recorded by the Treasurer on receipt of the first annual subscription. Membership shall be approved or declined by the Committee.
6. A member, full or associated, shall cease to be such if that member:
  - (i) submits a written resignation that is accepted by the Committee
  - (ii) allows the expiry of their yearly subscription
  - (iii) in the judgement of the Committee (after such investigation as it shall deem fit to be made), is found to have been guilty of any act, practice or conduct calculated to bring discredit on Edu-K NZ, and if the Committee resolves that the

membership be terminated

- (iv) the Committee may, as an alternative to the termination of membership, suspend the member from all or any of the member's rights and privileges for such a period and throughout such procedures as it may think fit

#### SUBSCRIPTION

- 7. There shall be payable to Edu-K NZ by each member and associate member such annual subscription as is determined by Edu-K NZ in a General Meeting.

#### PATRONS

- 8. Edu-K NZ may acknowledge as Patrons such persons of distinction (whether members or not) as may honour Edu-K NZ with their patronage.

#### COMMITTEE

- 9. The affairs of Edu-K NZ , including the control and investment of its funds, shall be managed by a Committee consisting of a Co-ordinator and one Vice Co-ordinator, together with a Secretary, a Treasurer, not more than three Faculty members, and up to four other members, elected at an Annual General Meeting to hold office until the next Annual Meeting.
  - (i) this Committee may include student members who are not Registered Educational Kinesiologists
  - (ii) officers of the Committee are deemed to be the Co-ordinator, Vice Co-ordinator, Secretary and Treasurer
  - (iii) temporary replacement of Officers shall be discussed at a Committee meeting and appointment made from within the Committee by a majority vote

#### COMMITTEE MEETINGS

- 10. Meetings of the Committee shall be held at least three times every year.
  - (i) one more than half the current members of the Committee, present in person or linked by information technology, shall form a quorum
  - (ii) notice of any ordinary meeting of the Committee, and a copy of the agenda, shall be given in writing not less than seven clear days before such a meeting
  - (iii) on the request of three members of the Committee, of whom one shall be an Office holder or a Faculty member, a Committee meeting shall be held

#### FINANCIAL YEAR

The Financial Year shall end on 31 December.

#### ANNUAL REPORTS AND ACCOUNTS

- 12. The Committee shall submit at each Annual General Meeting, a report of Edu-K NZ activities during the past year, together with a statement of its financial affairs. The correctness of the Financial Statement shall be verified by the Treasurer and a Reviewer of Accounts appointed by the Committee.

#### ANNUAL GENERAL MEETING

13. The Annual General Meeting shall be held on a day appointed by the Committee, not being earlier than 1 January and not later than 30 April. The business to be transacted at the Annual General Meeting shall be:
- (i) to receive the Annual Reports and Financial Statement
  - (ii) to elect the Committee
  - (iii) to appoint the Reviewer of Accounts to verify the Annual Financial Statement, or to hand this task to the Committee as it sees fit
  - (iv) to transact such other business as comes within the Aims and Objects of Edu-K NZ
  - (v) to appoint Registered Educational Kinesiologist representation to NHPNZ as is appropriate to both organisations

#### LIBRARY, PUBLICATIONS AND RESOURCES

14. The Committee may appoint a Librarian, an Editor and a Resources person.

#### SPECIAL GENERAL MEETINGS

15. The Committee may call, and on written request of 25% of the members shall call, a Special General Meeting (SGM). This meeting shall be held within six (6) weeks of receipt of such a written request. The reason for calling a Special General Meeting shall be stated in the notification.

#### NOTICE OF GENERAL MEETINGS

16. Not less than 21 clear days notice of any Special or Annual General Meeting shall be given in writing to all members and associated members of Edu-K NZ.

#### QUORUMS

17. (i) seven members personally present shall constitute a quorum for an Annual General Meeting
- (ii) the quorum for a Special General Meeting shall be greater than 50% of the membership communicating their votes via information technology, if not present in person

#### CHAIR

18. The Co-ordinator shall preside at all meetings, or in their absence any other Committee member. Such interim Chair shall be elected and approved for the meeting.

#### METHOD OF VOTING

19. (i) all persons entitled to membership (section 3) shall be entitled to attend General Meetings of Edu-K NZ and to speak on any issue, but only full members may propose and second motions and vote on issues.
- (ii) voting at General Meetings shall be by show of hands, provided that any full member present may demand a secret ballot, which shall be conducted
- (iii) voting on SGM issues may be conducted by information technology

#### REGISTER OF MEMBERS

20. The Committee shall keep a register of the names, contact details, and training and qualification status, of all members and associated members, together with the date of joining.

#### AFFILIATION

21. Edu-K NZ may affiliate with societies of similar aims as the Committee sees fit.

#### OFFICE

22. The Registered Office of Edu-K NZ shall be the residence of the Secretary, or such place as the Committee may appoint.

#### COMMON SEAL

23. (i) the Common Seal of Edu-K NZ shall not be affixed to any document except by the authority of the Committee, and in the presence of two members thereof, who shall attest the act of sealing by affixing their signatures to every document sealed
- (ii) the Common Seal is to be in the custody of the Co-ordinator

#### FINANCIAL MANAGEMENT

24. (i) the Committee shall cause at least one, but not more than three bank accounts to be opened at any Auckland branch of a trading bank or Trustee Savings bank. The trustees of all accounts in the Society's name shall be the Co-ordinator plus two other signatories empowered by the Committee. Any two trustees shall be empowered to make withdrawals from such accounts
- (ii) the Treasurer and one other signatory makes all payments with prior approval of the Committee

#### ALTERATIONS TO RULES

25. (i) the Rules may be altered, added to, or rescinded by a three-fourths majority of those attending any General Meeting. It shall be the duty of the Committee to give 21 clear days notice to members of the proposed alterations
- (ii) if alterations to Rules are proposed by a member, they must send a copy of such proposed alteration(s) to the Co-ordinator at least 28 clear days before the General Meeting to which such alterations are to be presented
- (iii) Edu-K NZ shall register any such alterations as required by statutory provisions for the time being in force

#### DISSOLUTION

26. If at any General Meeting a resolution for the dissolution of Edu-K NZ shall be passed by a majority of members present in person, and such resolution is confirmed by a majority of members voting at a subsequent General Meeting held not earlier than 30 days after the passing of such resolution, the Committee shall, at the future date specified by the resolution, proceed to realize the property of Edu-K NZ, and after discharge of all liabilities, shall donate the residue of said property to a like-minded organisation designated by the Committee.

