

Legislative Committee.

106. The Legislative Committee shall consist of the President (*ex officio*) and three members of the Council elected by that body. The chairman of the various District Branches shall be advisory members of the Legislative Committee.

Meetings of Council.

107. The Council shall hold its meetings at the registered office of the Institute, or such other place as it may appoint.

108. The annual meeting of the Council shall be held each year at a time and place to be fixed either by the Council or the Executive Committee, to receive and consider a report on the work of the year, a statement of the accounts of the Institute, the reports of the several District Branches, the committees of the Institute, and to appoint the officers.

109. A meeting of the Council may at any time be called by order of the President, or, in the absence of the President from the Dominion, or in the event of the President's incapacity through illness, or through the office of President being temporarily vacant, by a Vice-President, or at the request in writing, addressed to the Secretary, of four members of the Council.

110. The chair at all meetings shall be taken by the President, or, in his absence, by a Past President who is a member of Council or by a Vice-President, or in their absence by a member elected at such meeting. The chairman of a meeting shall have a substantive as well as a casting vote.

111. In every case not provided by these or any future regulations, the chairman presiding at a meeting shall regulate the procedure, and his decision in each case shall be final.

112. A printed or written notice of every meeting, stating the date and hour and place at which it is to be held, and the business to be transacted thereat, shall be sent to every member of the Council at least seven days previous to the date of such meeting. Any meeting may, by resolution, adjourn from time to time, but, unless the adjournment be for a period exceeding seven days, no printed notice of same shall be necessary.

113. The proceedings at all meetings shall be conducted in accordance with regulations to be made from time to time by the Council, and in all cases of dispute, doubt, or difficulty respecting or arising out of matters of procedure or order, the decision of the chairman shall be final and conclusive.

114. The Secretary shall communicate to each non-local member of the Council the minutes of all business transacted at an ordinary meeting at which he was not present.

115. If possible and convenient two meetings of the Council shall be held during the year (inclusive of the annual meeting) and at as nearly as possible equal intervals.

116. A resolution in writing forwarded to all members of the Council present in the Dominion, and assent thereto signed by fifteen, shall be as valid as a resolution passed by a majority of members in ordinary meeting of Council.

117. No resolution passed at any meeting of the Council shall be rescinded at any subsequent meeting unless notice of the intention to propose such rescission shall have been received by the Secretary in time for it to be included in the circular convening the meeting.

118. Where any motion is intended to be made to dismiss any officer or trustee from his office, a notice of such motion shall be given to the Secretary at least twenty-one clear days before the date of the meeting, and the Secretary shall give notice of the same to the members, either in the circular calling the meeting or by separate notice given to each member at least seven days before the date of the meeting.

119. In the case of all other notices or questions to be submitted to a meeting, notice thereof must be given to the Secretary at least fourteen days before the date of such meeting.

120. Where any resolution of the Council requires confirmation at a second meeting, such resolution shall be set out in the notice calling the second meeting.

121. A resolution declared to be carried, and requiring to be confirmed at a subsequent meeting, shall be deemed to be so confirmed provided it be so resolved by a majority of those present having a right to vote and voting thereon at the said subsequent meeting.

122. In all cases except as otherwise provided the voting shall be by show of hands, and a resolution of the Council so voted shall be declared to be carried if supported by a majority of those present having a right to vote and voting thereon.

123. Members of Council may vote at any meetings of the Council either personally or by proxy. Proxies when given, must be given only to a member of the Council resident in the same district as the member giving the proxy, or to the President of the Institute.

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All instruments appointing proxies shall be in writing under the hand of the appointor, whose signature shall be attested by a witness, and shall be deposited with the Secretary at the registered office of the Institute at least twenty-four hours before the time appointed for the meeting.

124. The instrument appointing a proxy shall be in the form or to the following effect:—

New Zealand Institute of Architects.

PROXY.

I, _____, of _____, being a member of the New Zealand Institute of Architects, hereby appoint _____ of _____, or, failing him, the President of the Institute, as my proxy to vote for me at the meeting of the Council to be held on the _____ day of _____, 19____, and at any adjournment thereof.

As witness my hand this _____ day of _____, 19____.
Signed by the said _____, in the presence of—
Signature of witness: _____
Address: _____
Occupation: _____

NOTE.—The proxy shall become invalid after the conclusion of the meeting to which it refers.

Special Meetings of Council.

125. The President or two members of the Council or any ten members, by written requisition stating the nature of the business to be transacted, may at any time require the Secretary to call a special meeting of the Council for a specific purpose, and no other business than that specified shall be discussed at such a meeting. And any such special meeting shall be held within twenty-one days after the delivery of such requisition to the Secretary. If within half an hour of the time appointed for such meeting there is not a quorum present no meeting shall take place, and all notice in respect thereof shall be held to have lapsed.

Disqualification from voting.

126. Any member whose payments are in arrear beyond six months, or who shall have owed any money to the Institute for that period, and still owes the same, shall not be entitled to vote or take part in any of its meetings or meetings of the Council and its committees, or of the District Branches. It shall not be the duty of the Secretary to notify members of the fact that they are so in arrear.

Vacation of Office of Councillor.

127. The office of a member of the Council shall be vacated—

- (1) If he cease to be a member of the Institute or be excluded or suspended for any period from membership.
- (2) If he be absent from the meetings of the Council for more than two consecutive meetings without the consent of the Council.
- (3) If he become bankrupt, or suspend payment of his debts, or compound with or make an assignment of his property for the benefit of his creditors.
- (4) If he be declared lunatic, or become of unsound mind.
- (5) If he be convicted of a crime.
- (6) If he remove permanently from the District for which he is elected a member of the Council.
- (7) If he be found to have been guilty of unprofessional conduct and such finding be confirmed by resolution of the Council.

Resignation of Member of Council.

128. A member of the Council may resign his office by sending in his resignation to the Council and on its acceptance by the Council he shall cease to be a member of the Council.

Removal of Member of the Council.

129. The Council may at any time, for sufficient cause, by a resolution passed by a majority of two-thirds of the votes of members present, and voting at a special meeting called for the purpose, remove any member of the Council from his office; provided that the member of the Council concerned shall have been given, twenty-one days before such meeting, notice in writing of intention to propose such resolution, and the Council may, by a resolution passed by a majority of the votes of members present and voting at that meeting, elect another qualified person in his stead, in the manner provided by section 34 of these regulations.

V.—DISTRICT BRANCHES.

Power of Council to establish District Branches.

130. The Council is empowered to establish District Branches, and may, subject to the Act and to these regulations, make special by-laws for the regulation of such District Branches.