



New Zealand Calvinist Cadet Corps & GEMS Constitution

version v25



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Document History

Version	Date	Status	Edited By	Revision Description
v22	Mar-22	Final		Base version
v23	Mar-23	Final	E Oosterbaan	Amend Article XVI (10) and (11) to include retired and emeritus ministers
v24	April-24	Final	E Oosterbaan	By-law Article I - changed to one month (from two)
v25	April-25	Final	E Oosterbaan	<ul style="list-style-type: none">- By-law Article I - add requirement for remit submitters (or representative) to be present at the Executive in order for a remit to be considered.- By-law Article VI - update executive board term of office start date to align with current practice instead of at financial year (Jan 1st)- By-law Article VIII – Membership point 5.a - update uniform to reflect current practices.



Constitution

Article I – Name

The NEW ZEALAND CALVINIST CADET CORPS AND GEMS, hereinafter called **the Movement**, is an organisation, Cadets for boys and GEMS for girls, in New Zealand of 7 to 15 years of age, inclusive, who pass the membership requirements.

Article II – Basis

The basis of the Movement is the Word of God, the Bible as interpreted in the Standards of the Reformed Churches of New Zealand, i.e. The Heidelberg Catechism, The Canons of Dort, the Belgic Confession of Faith and the Westminster Confession of Faith.

Article III – Purpose

The purpose of the Movement is the spiritual, mental, social and physical development of boys and girls through the study of the Word of God and other wholesome activities according to the accepted merit-badge programmes.

Article IV – Membership

Any Club/s subscribing to this constitution are eligible for membership. Clubs shall be represented by their Counsellors or by their club appointed retired counsellors. The word ‘counsellor’ hereafter is to be read as ‘active counsellor’, unless indicated otherwise.

All Clubs within the boundaries of a Presbytery shall form a Council, the realm of activity and authority of these Councils being limited to within its boundaries.

Article V – The Executive

The affairs of the Movement shall be conducted by the Executive. Executive members are the representatives from each Club and they vote and conduct themselves at Executive meeting according to the wishes of their respective Club. All officers and members of the Executive must be Counsellors or retired Counsellors, and all must be confessing members of the Reformed Churches of New Zealand.

Article VI – Officers

The Officers of the Executive shall be President, a Vice-President, a Secretary, and a Treasurer and are elected from members of the Executive. Thereafter to be called the Board. The Board shall consist of two Cadet Counsellors (or retired) and two GEMS Counsellors (or retired), elected from the same Council. At least one of the Officers should be an active Counsellor. Deputies appointed by the Synod of the Reformed Churches are not eligible, unless they represent a Club.

Article VII – Finances

The Executive shall have the power to provide means of obtaining the necessary funds to carry into execution Article III.

Article VIII – Supervision

The Movement shall report on its activities to the Synod of the Reformed Churches of New Zealand through its appointed deputies. Deputies appointed by these Synods shall be non-voting members of



the Executive, except as provided under Article VI. The Councils shall report to their respective Presbyteries. The Clubs are under the supervision of the local Session.

Article IX – Amendments

The constitution, with the exception of Articles II, III and IX, which may not be changed, may be amended by the affirmative vote of two-thirds of the members present at an Executive meeting, a quorum being present, provided that no alterations, additions or recessions shall detract from the charitable nature of the movement.

No addition to or alteration of the objects, personal benefit clause or the winding up clause shall be made which affect the not-for-profit status. 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.

Article X – Status

The Movement is a charitable organisation. Any income, benefit, or advantage must be used to advance the charitable purposes of the organisation. Therefore no benefit or advantage, whether or not convertible into money or any income of any kind shall be afforded to, or received, gained, achieved or derived by any of the persons specified in paragraphs a - d of the second proviso to section 61 (27) of the Income Tax Act 1976, or any enactment in amendment thereof or in substitution therefore, where the person is able, by virtue of that capacity as such person specified therein, in any way (whether directly or indirectly) or determine, or to materially influence in any way the determination of, the nature or the amount of that benefit or advantage or that income or the circumstances in which it is or is to be so received, gained, achieved, afforded or derived, except as specifically exempted by that section.

Article XI – Dissolution

If upon winding-up or dissolution of the organisation there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the Movement, but shall be given or transferred to some other charitable organisation or body within New Zealand having charitable objects; or for some other charitable purpose.

By-Laws

Article I – Meetings

The National Executive shall meet at least once a year for an annual business meeting. The Executive shall give each Club four months' notice prior to holding the annual meeting. The meeting must ordinarily be held in the first quarter, after the end of the fiscal year. At this meeting members shall act on such proposals as are submitted to the Executive at least three months prior to the meeting. The Executive shall submit the agenda of business, remits and reports (Board, In-Touch Magazine, Supply Centre co-ordinator, National Camp Committee, and the Mission Project proposal(s) for the following year) to the Clubs at least one month prior to the Executive meeting.

Remits can only be presented and voted on at the annual Executive meeting if the submitting club, or representative, is present and presents the remit to the Executive.



Article II – Officer

The Executive shall elect its own officer, i.e. President, Vice-President, Secretary and Treasurer.

The Board shall serve three (3) consecutive years in a term and be eligible for re-election.

1. The **PRESIDENT** shall preside at all meetings and perform such other duties as the office may demand. The President, with the approval of the other three officers, shall convene the meetings, but must submit the agenda and the place of meeting to all Executive members two months prior to the meetings.
2. The **VICE-PRESIDENT** shall assume the duties of the President during his absence. If for any reason the office of President, Secretary or Treasurer should become vacant the Vice-President shall assume the duties of that office until the Executive elects a member to fill the vacancy.
3. The **SECRETARY** shall keep an accurate record of the minutes and proceedings of all Executive meetings. The Secretary shall also be responsible for the correspondence of the Executive and shall keep an accurate record of the names and addresses of all Counsellors and the position they hold in their Clubs. The Secretary shall submit a report on the Movement's activities and progress to the Synod of the Reformed Churches of New Zealand, according to Article VIII of the constitution. The Secretary shall keep a register of all Counsellors who have been awarded any of the Awards mentioned in paragraph B of Article XIII of these By--Laws.
4. The **TREASURER** shall take care of all funds and keep an accurate record of the collection and distribution of same. The books shall be audited at the end of each financial year. The Treasurer shall report regarding the finances of the executive at board meetings and at the annual meeting of the executive.

Article III – Financial Year

The Fiscal year of the movement shall begin on 1 January and end 31 December.

Article IV – Representation – Council (Regional)

Each Club is entitled to one Representative per 20 boys and also per 20 girls (or part thereof) to the Council and two Representatives per Club if the number of boys/girls is more than 24. Each Counsellor within the boundaries of the Council, who meets the requirements of Article VIII of these By-Laws, is a member of the Council, but voting is restricted to the appointed representatives, in the area of the Council.

Article V – Quorum

- A. A two-thirds attendance of the voting members of the Movement shall constitute a quorum at Executive meetings.
- B. A two-thirds attendance of the voting members of the Council shall constitute a quorum at Council meetings.

Article VI – The Executive Board

Each Club shall elect one Counsellor or retired Counsellor to serve as member of the Executive Board for three (3) years. All delegates may be re-elected. Terms of office begin as soon as possible after



the annual meeting of the Executive closes, allowing for a brief transition period. If vacancies occur during the terms of office of any member of the Executive, the Club shall elect another Counsellor or retired Counsellor to fill the unexpired term.

Duties of the Executive Board members:

1. To promote the aim and the purpose of the Movement
2. Consideration of the remits by Members
3. Consideration of the geographical location in making appointments to committees, e.g. National Camp, Executive meetings, etc.
4. Being responsible for all financial transactions
5. Executing any task assigned to them by the meeting of the Executive

Article VII – Parliamentary Law and Procedure

Parliamentary law and procedure shall be used at all Executive and Council meetings.

Article VIII – Membership

A. Clubs

1. All Clubs desiring membership in the Movement are to apply to the Secretary of the Executive in writing.
2. Clubs are to be members of a Council.

Duties:

- a) Promote guidance of the Clubs and encourage new Clubs within the Boundaries.
 - b) Provide members as required for Committees, e.g. National Camp, Executive, etc.
 - c) Conduct Counsellor training.
3.
 - a) The Club shall be composed of boys and/or girls who have not reached the age of 16 years before the beginning of the year's activities.
 - b) The Club must have at least two meetings monthly during the season; such meetings not to be held on Sundays.
 4. All Clubs, upon becoming members, agree to abide by the By-Laws and to the basic programme patterns as accepted by the Movement, Cadet Guide Book for the boys and Junior Cadets and GEMS Handbook for the girls and Busy Bees.
 5. That all Clubs wear uniforms to all meetings, that being:
 - **GEMS:** Plain white top, light blue scarf, gym shoes/neat shoes/sandals, blue skirts, medium to dark blue jeans or dark blue pants/shorts/skorts. A dark blue or white sweatshirt/cardigan.
 - **CADETS:** Hat/cap, grey shirt, blue jeans/pants/shorts, neat shoes/gym shoes/sandals, and yellow scarf. A plain dark blue or grey sweatshirt.
 - *Except for Advanced Cadets & GEMS whose uniform is left up to the discretion of the local club.*



6. That Counsellors requiring leave of absence for personal reasons will not be granted leave of more than three months, or specific time stipulated by the Club - after which the position shall be revised by the Club.
 7. Each Club member shall wear a Club nametag.
- B. Membership shall continue for all purposes until written notice of resignation has been filed with the Secretary, or until membership has been cancelled by the Executive.
- C. Membership of a Club shall be subject to cancellation by the Executive if the Club either intentionally violates provisions of the Constitution and/or the By-Laws, or is guilty of infidelity to the principles of the Corps. Written notice of cancellation shall be given to each Club whose membership is cancelled.
- D. Counsellors admitted to service in the Movement must meet the following requirements:
1. They must be members of the local church and at least 17 years of age;
 2. Their appointment must be approved by the local Session;
 3. They shall have been registered with the Movement for a period of at least two months before they may vote in the affairs of the Movement;
 4. They shall strive to carry out the purpose of the Movement, being the spiritual, mental, physical and social development of boys and girls.
 5. They shall complete the Open Book Exam upon joining the Movement.

Article IX – Finances

- A. All necessary expenses incidental to meetings of the Executive shall be borne by the Movement as a whole as well as all other expenses necessary to carry into execution Article III of the Constitution. The Executive shall each year establish the expense allowance to members (if necessary) to attend Executive meetings.
- B. The funds to meet the necessary expenses shall be raised as follows:
1. Each Club shall be charged a certain amount per Cadet, per GEMS;
 2. Levies shall be paid to the Treasurer of the Executive;
 3. Levies are due and payable as soon as the Club's Treasurers have been notified and shall be deemed delinquent if not paid within 45 days thereafter;
 4. The Treasurer shall communicate with each delinquent Club and demand payment;
 5. A 10% late payment penalty may be applied to unpaid levies not paid within 45 days of the Club Datasheet being sent out;
 6. Any Club neglecting or refusing to pay any levies shall be deemed to have forfeited its rights as a member, and such membership may be cancelled by the Executive;
 7. The Board is authorised to accept or solicit donations and raise funds by such Club activities;
 8. The amount of levies shall be approved by a majority vote at the official Annual Meeting of the Executive;
 9. The Treasurer shall submit the budget at the Annual Business Meeting of the Executive;
 10. The Executive is not empowered to make expenses in excess of funds in hand.
 11. Any payments made to a member of the organization or person associated with a member, must be for goods or services that advance the charitable purpose and



must be reasonable and relative to payments that would be made between unrelated parties.

- C. Whenever an Executive meeting is held in a Council area, other than the Board's own area, non-voting Board members' traveling expenses will be paid for out of the Movement's income.
- D. The Board is responsible for expenses covering publication of InTouch.

Article X – Committees

A. Committees:

The Executive shall appoint one Counsellor as Chairman of each of the Standing Committees. Unless appointed by the Executive, members of the committees will be chosen by their Chairman. The Chairman is directly responsible to the Executive.

1. Programme Committee
2. Promotional Committee
3. Camp Committee

- B. The charges to these committees shall be formulated by the Annual Business Meeting of the Executive. Between Annual Meetings the Executive Officers shall decide on committee recommendations.

Article XI – Supply Centre

Duties:

- A. Administrator be appointed by the Board;
- B. To maintain current stock and send ordered supplies to registered Clubs;
- C. Be a non-profit making concern, with a reasonable charge being placed on each article, to cover costs;
- D. Accounts to be submitted annually for auditing and the auditor be approved by the Board;
- E. To promote new material through the Counsellors newsletter.

Article XII – National Camps

- A. National Camps should be held every three years.
- B. Each Council to take turns to organise and run National Camps.
- C. Locality of camps shall be the responsibility of the organising Council.
- D. The organising Council shall maintain regular correspondence with the Board.
- E. All boys and girls belonging to a registered Club in the Movement are eligible to attend National Camp, on reaching the age of 10.

Article XIII – Service Awards

- A. Services Stripes shall be awarded automatically to each Counsellor after every full year of service (one bar for one year). Each set of five Service Stripes shall be replaced with a Chevron.
- B. A three level system of Awards shall be used for all Counsellors (or retired), apart from the standard Service Stripes, for outstanding contributions to the Movement, namely:
 1. Blue Star Award
 2. Gold Star Award



3. Life Membership

- C. All nominations for the Awards must be submitted to the appropriate body at least three months prior to a properly constituted meeting of that body, and signed by at least two Counsellors. A detailed history of the Counsellors involvement in the movement must accompany the nomination. The names of the nominees will NOT be disclosed before the meeting takes place. At the meeting a vote will be taken by secret ballot.
- D. **Blue Star Award:** This award is for outstanding service at the Club and/or Council level. It may be awarded only by the Executive upon nomination in accordance with paragraph C of this Article.
- E. **Gold Star Award:** This award is for outstanding service at the National level. It may be awarded only by the Executive, upon nomination in accordance with paragraph C of this Article. A two-thirds majority is required for an affirmative vote.
- F. **Life Membership:** This award is for outstanding service to the movement at any level. It may be awarded only to retired counsellors, only by the Executive on nomination in accordance with paragraph C of this article. This award should normally only be considered if the nominee was awarded a blue and/or gold star. Life members shall receive an appropriate recognition of the award and shall be entitled to all the privileges of Counsellors, unless personally requested otherwise, without financial cost.

Article XIV – Amendments and Revisions

The By-Laws of the Movement may be amended or revised at the Annual Meeting by a majority vote, being 50% plus one, in favour thereof, a quorum being present, provided that no alterations, additions or recessions shall detract from the charitable nature of the Movement.

Article XV – Cadets and GEMS by Correspondence Club

- A. The purpose of Cadets and GEMS by Correspondence Club is to allow New Zealand boys and girls, who are unable to join a local club easily, and are of appropriate age, to apply to join the Cadet and GEMS Movement. This movement is also called Networkers.
- B. The Board is in control of the running of the Networkers Club
- C. The Board shall actively promote the Networkers Club through InTouch and Faith in Focus Magazines, etc.
- D. The applications from children who respond are forwarded to the nearest club, and the Counsellors of that club will correspond with the new Networker(s).

Article XVI – InTouch Magazine

- 1. Any national publication shall be responsible to and subject to the oversight of the ruling National Board.
- 2. Liability for the cost incurred by the committee or editor/s of publication shall be limited to those costs pertaining only to the printing and necessary associated costs of the magazine and agreed to by the National Board as per mutually accepted budget.
- 3. Magazine Committee shall consist of editor/s and at least one serving Counsellor. Each member is to be a professing member in good standing.
- 4. A quorum shall consist of one member and editor/s.



5. Final content of the magazine shall be examined by the theological editor acceptable to the National Board and magazine committee.
6. Subscriptions and magazine production costs shall be paid through the National Board as per By-law Article IX – Finances - Item D of the Constitution.
7. Editor's term to be 3 years.
8. Magazine shall stay indigenous to New Zealand.
9. Committee shall rotate the submitting of the material through the GEMS/Cadet Clubs of New Zealand.
10. Bible studies to be supplied by the ministers or Emeritus ministers within the Reformed Churches of New Zealand or sister church relationships
11. Theological editor to be a currently serving, or Emeritus minister within the Reformed Churches of New Zealand.