



AUCKLAND U3A NETWORK PURPOSE & POLICIES

The Auckland U3A Network (hereinafter referred to as the Network) is a voluntary group representing individual U3As active within the Greater Auckland Region. The overarching concept of U3A is that life-long education is for everyone and that, through individual involvement and participation, members will continue to have a positive attitude to life and living.

U3A uses the term “university” in its original sense, as a community of those who come together to seek knowledge and to gain a greater understanding of life. This differs from today’s more recognized use of the word university that implies set admission standards, lectures, examinations and qualifications. Under the New Zealand Education Act, the word “university” cannot legally be used except by those institutions permitted by law to do so. In New Zealand, we use the term “U3A” rather than the full title.

Definition: The Greater Auckland Region extends from Rodney District in the north to Franklin District in the south.

PURPOSE OF THE AUCKLAND U3A NETWORK

- Promote the growth of the U3A movement
- Provide support for management and learning in U3As
- Raise the profile of the U3A movement
- Promote the benefits of lifelong learning
- Collect and disseminate the exchange of information and ideas which enable each U3A to run effectively
- Encourage and assist the formation of new U3As.

POLICIES

1. Membership of the Network is open to all U3As within the Greater Auckland Region. Member U3As will nominate one voting Representative to attend each Network General Meeting.
2. The administration of the Network shall be vested in the Committee. The Officers shall be: President; Secretary; Treasurer. The Committee shall consist of the Officers, the Immediate Past President for one year, plus up to six (6) other members elected at the Annual General Meeting. The Committee may co-opt other members at any time, provided the total Committee membership does not exceed nine.
3. The Secretary is responsible for keeping minutes and sending communications. The Treasurer is responsible for preparing the annual budget and keeping the financial records. The Committee may combine the offices of Secretary and Treasurer should one of these positions not be filled.
4. A General Meeting of all Network Representatives will be held three (3) times per year, in March, July and November. The November meeting will be the Annual General Meeting (AGM). For a Network General Meeting to be valid, there must be present not fewer than 51% of Network Representatives from the U3As that are members of the Network. Each member U3A is entitled to only one vote. Where a decision is required before the next scheduled Network General Meeting, voting may be conducted by email ballot, with any decision requiring support from 51% of eligible member U3As.
5. The election of Officers shall take place at the Annual General Meeting. Nominations must be proposed and seconded by Network Representatives and agreed to by the nominee. The Committee shall take office at the conclusion of the AGM at which it is elected.
6. Length of Service
 - a) The President may not serve in that office for a period longer than two (2) consecutive years
 - b) The Secretary may not serve in that office for a period longer than three (3) consecutive years
 - c) The Treasurer may not serve in that office for a period longer than three (3) consecutive years
 - d) The immediate Past President shall be a member of the Committee for one (1) year following the completion of his/her term in Office, but may continue as an elected or co-opted member.

7. Minutes of all Network General Meetings shall be kept by the Secretary and copies distributed to each Network Representative.
8. The Network's financial year is from 1st October in one year to 30th September in the following year.
9. The persons holding the elected offices of President, Secretary and Treasurer shall be signatories to the Network bank accounts. Any two of the three signatories are authorised to undertake financial transactions, including internet banking and cheque signing, on behalf of the Network. Where the office of Secretary/Treasurer is held by one person, the Committee shall nominate one (1) other Committee Member to fulfil the position of financial signatory.
10. The Treasurer shall present an annual budget for approval by the Committee at the first meeting of the Committee following the Annual General Meeting. Any Network expenditure that is not provided for in this approved budget shall require prior approval from the Committee or, if such expenditure exceeds \$500 per item, prior approval from a 51% majority of Network Representatives. Such approval may be sought by email.
11. A current financial report is to be supplied to each Network Representative one month prior to each General Meeting, along with the agenda for that meeting. An annual financial statement, which has been independently reviewed by an honorary auditor, shall be provided to all Network Representatives for their consideration one month prior to the Annual General Meeting.
12. All proper costs, charges and expenses incidental to the operation of the Network shall be defrayed from Network funds.
13. The Treasurer shall maintain a minimum balance of one thousand dollars (\$1,000) in the Network's bank accounts. In the event that funds fall below the minimum balance, each U3A within the Network will be invoiced for one dollar (\$1) for each of its members up to a maximum of one hundred dollars (\$100).
14. If assistance is required for the establishment of a new U3A, or by an existing U3A, that requires travel by a Network officer or officers, reasonable costs may be reimbursed on production of valid receipts. Vehicle expenses will be reimbursed at the current tax rate per kilometre.

15. The Network may, from time to time, set up sub-committees from within the Network, or from members of any U3A represented in the Network, to research and report upon any matters considered appropriate to the purpose of the Network. Sub-committees may also be established to organise activities or events on behalf of the Network.
16. Policies may be deleted, altered or added with the agreement of not less than 51% of Network members represented at a duly constituted General Meeting of the Network, following notice of not less than thirty (30) days of a meeting for such purpose.
17. If, at any time, Network members are of the opinion that it is no longer practicable nor desirable to carry on the Purpose and Policies of the Network, members may, by an affirmative vote of not less than two thirds of the participating member U3As at a duly constituted Special General Meeting, of which due notice of not less than thirty (30) days has been given, resolve to dissolve the Network. In such event, all surplus assets of the Network, after payment of all costs, debts and liabilities, shall be divided equally among all U3A groups in the Network at the time of dissolution.

Auckland U3A Network, March 2018