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NAME

1. The name of the incorporated association shall be THE CAIRNS POTTERS CLUB INC. (in this constitution referred to as "the Club").

OBJECTS

2.

POWERS

3. The powers of the Club are:

- (1) To take over the funds and other assets and the liabilities of the present unincorporated association-known as the "CAIRNS POTTERS CLUB";
- (2) To subscribe to, become a member of and co-operate with any other association, club or organization, whether incorporated or not, whose objects are altogether or in part similar to those of the Club provided that the Club shall not subscribe to or support with its funds any club, association or organization which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Club under or by virtue of rule 28 (10);
- (3) In furtherance of the objects of the Club to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Club or persons frequenting the Club's premises;
- (4) To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes of, or capable of being conveniently used in connection with any of the objects of the Club; Provided that in case the Club shall take or hold any property which may be subject to any trusts the Club shall only deal with the same in such manner as is allowed by law having regard to such trusts;
- (5) To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Club; to obtain from any such Government or Authority any rights, privileges concessions which the Club may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions;
- (6) To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other

persons as may be necessary or convenient for the purposes of the Club;

- (7) To remunerate any person or Body Corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the incorporated Club, or in or about the incorporated Club or promotion of the incorporated Club or in the furtherance of its objects;
- (8) To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Club's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof;
- (9) To invest and deal with the money of the Club not immediately required in such manner as may from time to time be thought fit;
- (10) To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate;
- (11) In furtherance of the objects of the Club, to lend and advance money or give credit to any person or body corporate; to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate, and otherwise to assist any person or body corporate;
- (12) To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any monies and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the incorporated Club's property or assets present or future and to purchase; redeem or pay-off any such securities;

- (13) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments;
- (14) In furtherance of the objects of the Club to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Club;
- (15) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Club's property of whatsoever kind sold by the Club, or any money due to the Club from purchasers and others;
- (16) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Club but subject always to the proviso in sub-rule (4);
- (17) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Club, in the shape of donations, annual subscriptions or otherwise;
- (18) To print and publish any newspapers, periodicals, books or leaflets that the Club may think desirable for the promotion of its objects;
- (19) In furtherance of the objects of the Club to amalgamate with any one or more incorporated Associations having objects altogether or in part similar to those of the Club and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Club under or by virtue of rule 28(10);
- (20) In furtherance of the objects of the Club to purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated Associations with which the Club is authorised to amalgamate;
- (21) In furtherance of the objects of the Club to transfer all or any part of the property, assets, liabilities and engagements of the Club to any one or more of the incorporated Associations with which the Club is authorised to amalgamate;
- (22) To make donations for patriotic, charitable or

community purposes;

- (23) To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Club.

CLASSES OF MEMBERS

4. (1) The membership of the Club shall consist of any of the following:
- (a) Ordinary Members - this class of membership shall consist of adult persons residing within the boundaries of the Cairns Regional Council;¹
 - (b) Associate Members - this class of membership shall consist of adult persons residing outside the boundaries of the Cairns Regional Council, depending on the discretion of the standing management committee;²
 - (c) Family Membership - this class of membership shall consist of members, two or more of whom are admitted from the one family;
 - (d) Concessional Membership - this class of membership shall consist of holders of various concessional cards considered acceptable by the Management Committee;²
 - (e) Life Membership - this class of membership is to be awarded to members who have contributed substantially to the functioning of the Club over a considerable period of time. These members are to be elected at a General Meeting and only by a Special Resolution being passed after a Notice of Motion has been advertised in writing;
 - (f) Honorary Members - this class of membership is to be conferred on persons who have contributed to pottery or ceramics or other art forms in a substantial way. These members are to be elected at a General Meeting and only by a Special Resolution being passed after a Notice of Motion has been advertised

¹ As amended at AGM, March 2006, and AGM March 2008, ² As amended at AGM, March 2006 and AGM March 2008,

³ As amended at AGM, March 2006

in writing;

- (g) Patron - a patron may be elected at any general meeting;
- (h) Group Membership - this class of membership shall consist of specific incorporated or unincorporated organizations or groups that are recognised by the Management Committee as having a valid interest in pottery and or ceramics as a part of their operations and can contribute to furthering the objectives of the Club. Special operational conditions may be established by the Management Committee if deemed necessary.⁴

- (2) The number of members in each class shall not be limited.
- (3) All classes of members shall have voting rights but family members are restricted to a maximum of two votes per family.⁵

MEMBERSHIP

- 5. (1) Every person who at the date of incorporation of the Club was a member of the unincorporated Club and who on or before the date of incorporation agrees in writing to become a member of the Club shall be admitted by the Management Committee to the same class of membership of the Club as those members held in the unincorporated Club. Every member of the Club who previously to his agreeing to become a member of the Club has paid his subscription due on the first day of March, 1986 as a member of the unincorporated Club, shall not be liable to pay any further sum by way of annual subscription to the Club for the period prior to the first day of March, 1987.
- (2) Every applicant for any class of membership of the Club (other than the members of the unincorporated Club referred to in sub-rule (1)) shall be proposed by one member of the Club and seconded by another member. The application for membership shall be made in writing, signed by the applicant and his proposer and seconder and shall be in such form as the Management Committee from time to time prescribes.

MEMBERSHIP FEES

- 6. (1) The membership fees for each class of membership shall be such sum as the members shall from time to time at any

general meeting so determine.

- (2) The membership fees for each class of membership shall be payable at such time and in such manner as the Management Committee shall from time to time determine.

ADMISSION AND REJECTION OF MEMBERS

7. (1) At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine upon the admission or rejection of the applicant.
- (2) Any applicant who receives a majority of the votes of the members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a member to the class of membership applied for.
- (3) Upon the acceptance or rejection of an application for any class of membership, the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.

TERMINATION OF MEMBERSHIP

8. (1) A member may resign from the Club at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.
- (2) If a member:
- (i) is convicted of an indictable offence; or
 - (ii) fails to comply with any of the provisions of this Constitution; or
 - (iii) has membership fees in arrears for a period of two months or more; or
 - (iv) conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the Club,

the Management Committee shall consider whether his membership shall be terminated.

- (3) The member concerned shall be given a full and fair opportunity of presenting his case and if the Management Committee resolves to terminate his membership it shall instruct the Secretary to, advise the member in writing accordingly.

APPEAL AGAINST REJECTION OR
TERMINATION OF MEMBERSHIP

9. (1) A person whose application for membership has been rejected, or whose membership has been terminated, may within one month of receiving written notification thereof, lodge with the Secretary written notice of his intention to appeal against the decision of the Management Committee.
- (2) Upon receipt of a notification of intention to appeal against rejection or termination of membership the Secretary shall convene, within three months of the date of receipt by him of such notice, a general meeting to determine the appeal. At any such meeting the applicant shall be given the opportunity to fully present his case and the Management Committee or those members thereof who rejected the application for membership or terminated the membership subsequently shall likewise have the opportunity of presenting its or their case. The appeal shall be determined by the vote of the members present at such meeting.
- (3) Where a person whose application is rejected does not appeal against the decision of the Management Committee within the time prescribed by this Constitution, or so appeals but the appeal is unsuccessful, the Secretary shall forthwith refund the amount of any fee paid.

REGISTER OF MEMBER

10. (1) The Management Committee shall cause a Register to be kept by the Treasurer in which shall be entered the names and residential addresses of all members of the Club, their classes of membership and payment of membership fees.
- (2) Particulars shall also be entered into the Register of deaths, resignations, terminations and reinstatements of membership and any further particulars as the Management Committee or the

members at any general meeting may require from time to time.

- (3) The Register shall be open for inspection at all reasonable times by any member who previously applies to the Treasurer for such inspection.

MEMBERSHIP OF MANAGEMENT COMMITTEE

11. (1) The Management Committee of the Club shall consist of a President, Vice-President, Secretary, Treasurer, all of whom shall be members of the club, and such number of other members as the members of the Club at any general meeting may from time to time elect or appoint.
- (2) At the annual general meeting of the Club, all the members of the Management Committee for the time being shall retire from office, but shall be eligible upon nomination for re-election.
- (3) The election of officers and other members of the Management Committee shall take place in the following manner:
- (a) Any two members of the club shall be at liberty to nominate any other member to serve as an officer or other member of the Management Committee;
- (b) The nomination, which shall be in writing and signed by the member and his proposer and seconder, shall be lodged with the Secretary, at least fourteen (14) days before the annual general meeting at which the election is to take place;
- (c) A list of the candidates' names in alphabetical order, with the proposers' and seconders' names, shall be posted in a conspicuous place in the office or usual place of meeting of the Club for at least seven (7) days immediately preceding the annual general meeting:
- (d) Balloting lists shall be prepared (if necessary) containing the names of the candidates in alphabetical order, and each member present at the annual general meeting shall be entitled to vote for any number of such candidates not

exceeding the number of vacancies;

- (e) Should, at the commencement of such meeting, there be an insufficient number of candidates nominated, nominations may be taken from the floor of the meeting.

12. Any member of the Management Committee may resign from membership of the Management Committee at any time by giving notice in writing to the Secretary, but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date, or such member may be removed from office at a general meeting of the Club where that member shall be given the opportunity to fully present his case. The question of removal shall be determined by the vote of the members present at such a general meeting.

VACANCIES ON MANAGEMENT COMMITTEE

13. (1) The Management Committee shall have power at any time to appoint any member of the Club to fill any casual vacancy on the Management Committee until the next annual general meeting.
- (2) The continuing members of the Management Committee may act notwithstanding any casual vacancy in the Management Committee, but if and so long as their number is reduced below the number affixed by or pursuant to this Constitution as the necessary quorum of the Management Committee, the continuing member or members may act for the purpose of increasing the number of members of the Management Committee to that number or of summoning a general meeting of the Club but for no other purpose.

FUNCTIONS OF THE MANAGEMENT COMMITTEE

14. (1) Except as otherwise provided by this Constitution and subject to resolutions of the members of the Club carried at any general meeting the Management Committee:
- (a) shall have the general control and management of the administration of the affairs, property and funds of the Club; and
 - (b) shall have authority to interpret the meaning of this Constitution and any matter relating to the

Club on which this Constitution is silent.

- (2) The Management Committee may exercise all the powers of the Club:
- (a) to borrow or raise or secure the payment of money in such manner as the members of the Club may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Club in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Club's property, both present and future, and to purchase, redeem or pay off any such securities;
 - (b) to borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Club, and to provide and pay off any such securities; and
 - (c) to invest in such manner as the members of the Club may from time to time determine.

MEETINGS OF MANAGEMENT COMMITTEE

15. (1) The Management Committee shall meet as mutually arranged and as often as necessary but at least once every second calendar month to exercise its functions.
- (2) A special meeting of the Management Committee shall be convened by the Secretary on the requisition in writing signed by not less than one-third of the members of the Management Committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
- (3) At every meeting of the Management Committee three (3) members of the Management Committee shall constitute a quorum.

- (4) Subject as previously provided in this rule, the Management Committee may meet together and regulate its proceedings as it thinks fit: Provided that questions arising at any meeting of the Management Committee shall be decided by a majority of votes and, in the case of equality of votes, the question shall be deemed to be decided in the negative.
 - (5) A member of the Management Committee shall not vote in respect of any contract or proposed contract with the Club in which he is interested, or any matter arising thereout, and if he does so vote his vote shall not be counted.
 - (6) Not less than twenty-four (24) hours notice shall be given by the Secretary to members of the Management Committee of any special meeting of the Management Committee. Such notice shall clearly state the nature of the business to be discussed thereat.
 - (7) The President shall preside as Chairman at every meeting of the Management Committee, or if there is no President or if at any meeting he is not present within ten minutes after the time appointed for holding the meeting, the Vice-President shall be Chairman, or if the Vice-President is not present at the meeting then the members may choose one of their number to be Chairman of the meeting.
 - (8) If within half an hour from the time appointed for the commencement of a Management Committee meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall lapse.
16. (1) The Management Committee may delegate any of its powers to a sub-committee consisting of such members of the Club as the Management Committee thinks fit. Any sub-committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Management Committee.

- (2) A sub-committee may elect a chairman of its meetings: If no such Chairman is elected, or if at any meeting the Chairman is not present within ten minutes after the time appointed for holding the meeting, the members present may choose one of their number to be Chairman of the meeting.
- (3) A sub-committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority of votes of the members present and, in the case of an equality of votes, the question shall be deemed to be decided in the negative.
17. All acts done by any meeting of the Management Committee or of a sub-committee or by any person acting as a member of the Management Committee shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Management Committee or person acting as aforesaid, or that the members of the Management Committee or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the Management Committee.
18. A resolution in writing signed by all the members of the Management Committee for the time being entitled to receive notice of a meeting of the Management Committee shall be as valid and effectual as if it had been passed at a meeting of the Management Committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Management Committee.

ANNUAL GENERAL OR GENERAL MEETINGS

19. The first general meeting shall be held at such time, not being less than one month nor more than three months after the incorporation of the Club, and at such place as the Management Committee may determine.
20. (1) The annual general meeting shall be held within three months of the close of the financial year but normally on the first Saturday in March of each year.⁶
- (2)⁷ (A) **NOTE** This rule applies only if the Association remains as a

⁶ As amended at AGM, March 2008, ⁷ As amended at AGM, March 2008

level 2 incorporated Association to which section 59A(2) of the Act applies

(B) The following business must be transacted at every annual general meeting of the Association:

(a) Accepting the Minutes from the previous Annual General

(b) Receiving the association's financial statement and signed statement for the last reportable year.

(c) presenting the financial statement and signed statement to the meeting for adoption.

(d) the election of members of the Management Committee;

(3) Notwithstanding anything stated in this constitution, only those members who have paid their membership fees prior to or at the annual general meeting shall be entitled to vote at the annual general meeting.

21. The Secretary shall convene a special general meeting:-

(a) when directed to do so by the Management Committee; or

(b) on the requisition in writing signed by not less than one-third of the members presently on the Management Committee or not less than the number of ordinary members of the Club which equals double the number of members presently on the Management Committee plus one. Such requisition shall clearly state the reasons why such special general meeting is being convened and the nature of the business to be transacted thereat; or

(c) on being given a notice in writing of an intention to appeal against the decision of the Management Committee to reject an application for membership or to terminate the membership of any person.

22. (1) At any general meeting the number of members required to constitute a quorum shall be double the number on the Management Committee plus one.

(2) No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. For the purposes of this rule "member" includes a person attending as a

proxy or as representing a corporation which is a member.

- (3) If within half an hour from the time appointed for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee or the Club, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.
- (4) The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

23. (1) The Secretary shall convene all general meetings of the Club by giving not less than fourteen (14) days notice of any such meeting to the members of the Club.
- (2) The manner by which such notice shall be given shall be determined by the Management Committee: Provided that notice of any meeting convened for the purpose of hearing and determining the appeal of a member against the rejection or termination of his membership by the Management Committee, shall be given in writing. Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.

24. Unless otherwise provided by this Constitution, at every general meeting:

- (1) the President shall preside as Chairman, or if there is no President or if he is not present within fifteen minutes after the time appointed for the holding of the meeting or is unwilling to act, the Vice-President shall be the Chairman, or if the Vice-President is not present or is unwilling to act then the members present shall elect one of their number to be Chairman of the meeting;

- (2) the Chairman shall maintain order and conduct the meeting in a proper and orderly manner in accordance with normal meeting procedure;
- (3) every question, matter or resolution shall be decided by a majority of votes of the members present;
- (4) every member present shall be entitled to one vote and in the case of an equality of votes the motion shall be lost: Provided that no member shall be entitled to vote at any general meeting if his annual subscription is in arrears at the date of the meeting;
- (5) voting shall be by show of hands unless one member present demands a ballot, in which event there shall be a secret ballot. The Chairman shall appoint two members to conduct the secret ballot in such manner as he shall determine and the result of the ballot as declared by the Chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded;
- (6) a member may vote in person or by proxy or by attorney and on a show of hands every person present who is a member or a representative of a member shall have one vote and in a secret ballot every member present in person or by proxy or by attorney or other duly authorised representative shall have one vote;
- (7) the instrument appointing a proxy shall be in writing, in the common or usual form under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under seal or under the hand of an officer or attorney duly authorised. A proxy may but need not be a member of the Club. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a secret ballot;
- (8) where it is desired to afford members an opportunity of voting for or against a resolution the instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances permit:

ASSOCIATION:

I, _____ of _____,
being a member of the abovenamed Club, hereby
appoint _____

of _____,
 or failing him, _____ of _____,
 _____, as my proxy to vote for me
 on my behalf at the (annual) general meeting of the
 Club, to be held on
 the _____ day of _____, 19 _____, and at
 any adjournment thereof.

Signed this _____ day of _____, 19 _____

Signature.

This form is to be used *in favour of _____
 *against the resolution _____

*Strike out whichever is not desired. (Unless
 otherwise instructed, the proxy may vote as he thinks
 fit.);

- (9) the instrument appointing a proxy shall be deposited
 with the Secretary prior to the commencement of any
 meeting or adjourned meeting at which the person named
 in the instrument proposes to vote; and
- (10) the Secretary shall cause full and accurate minutes of
 all questions, matters, resolutions and other
 proceedings of every Management Committee meeting and
 general meeting to be entered in a book to be open for
 inspection at all reasonable times by any financial
 member who previously applies to the secretary for
 that inspection. For the purposes of ensuring the
 accuracy of the recording of such minutes, the minutes
 of every Management Committee meeting shall be signed
 by the Chairman of that meeting or the Chairman of the
 next succeeding Management Committee meeting verifying
 their accuracy. Similarly, the minutes of every
 general meeting shall be signed by the Chairman of that
 meeting or the Chairman of the next succeeding general
 meeting: Provided that the minutes of any annual general
 meeting shall be signed by the Chairman of that meeting or
 the Chairman of the next succeeding general meeting or
 annual general meeting.

BY-LAWS

25. The Management Committee may from time to time make, amend or
 repeal By-laws, not inconsistent with this Constitution, for the
 internal management of the Club and any By law may be set aside
 by a general meeting of members.

ALTERATION OF RULES

26. Subject to the provisions of the Associations Incorporation Act 1981 this Constitution may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting: Provided that no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Under Secretary, Department of Justice, Brisbane.

COMMON SEAL

27. The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the Management Committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

FUNDS AND ACCOUNTS

28. (1) The funds of the Club shall be banked in the name of the Club in such bank as the Management Committee may from time to time direct.
- (2) Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Club and the particulars usually shown in books of a like nature.
- (3) All monies shall be banked as soon as practicable after receipt thereof.
- (4) All amounts of twenty dollars or over shall be paid by cheque signed by any two of the President, Secretary, Treasurer or other member authorised from time to time by the Management Committee.
- (5) Cheques shall be crossed "not negotiable" except those in payment of wages, allowances or petty cash recoupments which may be open.
- (6) The Management Committee shall determine the amount of petty cash which shall be kept on the imprest system.
- (7) All expenditure shall be approved or ratified at a Management Committee meeting.

- (8) As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing particulars of:
- (a) the income and expenditure for the financial year just ended; and
 - (b) the assets and liabilities and of all mortgages charges and securities affecting the property of the Club at the close of that year.
- (9)⁸ All such statements shall be examined by an approved person under sec.59E of the Act who shall present a report upon his findings to the secretary prior to the holding of the annual general meeting next following the financial year in respect of which such audit was made.
- The report shall
- (a) confirm that the association's financial records have been sighted; and;
 - (b) that the association's financial records show that the association has bookkeeping processes in place to adequately record the association's income and expenditure and dealings with its assets and liabilities.
- (10) The income and property of the Club whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Club provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of monies advanced by him to the Club or otherwise owing by the Club to him or of remuneration to any officers or servants of the Club or to any member of the Club or other person in return for any services actually rendered to the Club provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by the Club or reasonable and proper rent for premises demised or let to the Club.

DOCUMENTS

29. The Management Committee shall provide for the safe custody of books, documents, instruments of title and securities of the Club.

⁸ As amended at AGM, March 2008

FINANCIAL YEAR

30. The financial year of the Club shall close on 31st December in each year.

DISBANDMENT

31. (1) A motion for disbandment of the Club shall be dealt with in the same manner as a 'motion for change of constitution except that for the motion of disbandment to be carried it shall require a majority of not less than nine-tenths (9/10) of the current financial members of the Club.
- (2) Where disbandment is for the purpose of establishing a new organisation in place of the Club then all the assets and records shall be transferred and become the property of the new organisation.
- (3) In the event of disbandment other than as set out in rule 31(2), the Club shall be wound up in accordance with the provisions of the Associations Incorporation Act 1981. If there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Club, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Club, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Club under or by virtue of rule 28(10) such institution or institutions to be determined by the members of the Club.