

**CONSTITUTION
OF THE
CANBERRA FISHERMAN'S CLUB
INCORPORATED**

INDEX

| | |
|---|-----------|
| 1. Name of the Club | 3 |
| 2. Objects and purposes of The Club | 3 |
| 3. Rules of The Club | 3 |
| 4. Powers of The Club | 3 |
| 5. Membership of The Club | 4 |
| (1) Categories of Membership | 4 |
| (2) Rights and Privileges of Members | 5 |
| (3) Application for Membership to The Club | 5 |
| (4) Conditions of Approval | 6 |
| (5) Special Admissions | 7 |
| (6) Resignation and Terminations | 7 |
| (7) Expulsion of Members | 7 |
| (8) Annual Subscriptions | 8 |
| (9) The Financial Year | 9 |
| 6. Meetings of The Club | 9 |
| (1) Annual General Meeting (Hereinafter called AGM) | 9 |
| (2) Special General Meeting (hereinafter called SGM) | 9 |
| (3) Notices of the AGM and a SGM | 10 |
| (4) Chairman to preside at Meeting | 10 |
| (5) Business and Quorum at the AGM and S.G. M. | 10 |
| (6) Adjournments of the AGM and a SGM | 10 |
| (7) Determination of questions arising at the AGM and a SGM | 11 |
| 7. Officers and the Committee of The Club | 11 |
| (1) The Executive | 11 |
| (2) Constitution of the Committee | 12 |
| (3) Election of Members of the Committee | 12 |
| (4) Powers of the Committee | 12 |
| (5) Vacation of Office | 13 |
| (6) Meetings of the Committee and Sub-committees | 13 |
| (7) Disclosure of interest in contracts etc. | 14 |
| (8) Sub-committees and Executive Committees | 14 |
| 8. Financial Affairs of The Club | 15 |
| (1) Income and Property of The Club | 15 |
| (2) Accounts of receipts, expenditure, etc. | 16 |
| (3) Banking and Finance | 16 |
| (4) Auditor | 16 |
| (5) Audit of Accounts | 17 |
| 9. Alteration of the Constitution | 18 |
| 10. Seal of The Club | 18 |
| 11. Dissolution of The Club | 18 |

CONSTITUTION OF THE CANBERRA FISHERMAN'S CLUB INCORPORATED

1. Name of the Club

The name of the Club shall be The Canberra Fisherman's Club Incorporated (hereinafter called the "The Club").

2. Objects and purposes of The Club

The objects of The Club are:

- (1) To foster the art of angling;
- (2) To promote the study and conservation of fish and fisheries;
- (3) To co-operate with and to support other bodies whose aims are similar to those of The Club. Where deemed appropriate by the committee this support may take the form of affiliation with such bodies.

3. Rules of The Club

- (1) In these rules, expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography and other modes of representing or reproducing words in a visible form.
- (2) Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Interpretation Ordinance 1937 and that Ordinance as in force of the date on which these rules are adopted by The Club.

4. Powers of The Club

- (1) In addition to the three objects of The Club the powers of The Club shall be deemed to include:
 - (a) the purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purpose of The Club;
 - (b) the buying, selling and supplying of and dealing in, goods of all kinds;
 - (c) the construction, maintenance and alteration of buildings or works necessary or convenient for any of the above objects or purposes of The Club;
 - (d) the accepting of any gift, whether subject to a special trust or not, for any one or more of the objects or purposes of The Club;
 - (e) the taking of such steps from time to time as the committee or the members at a special general meeting may deem expedient for the purpose of procuring

contributions to the funds of The Club whether by way of donations, subscriptions or otherwise;

- (f) the printing or publishing of such newspapers, periodicals, books, leaflets, or other documents as the Committee or the members in special general meeting may think desirable for the promotion of the objects and purposes of The Club;
- (g) the borrowing and raising of money in such manner and on such terms as the committee may think fit or as may be approved or directed by resolution passed at a special general meeting; and securing the repayment of money so raised or borrowed or the payment of a debt or liability of The Club by giving mortgages, charges or securities upon or over all or any of the real or personal property of The Club;
- (h) subject to the provisions of the Trustee Ordinance 1957, the investment of any moneys of The Club not immediately required for any of its objects or purposes in such manner as the committee may from time to time determine;
- (i) the making of gifts, subscriptions or donations to any of the funds, authorities or institutions to which paragraph (a) of subsection (1) of section 78 of the Income Tax Assessment Act 1936 of the Commonwealth relates;
- (j) the establishment and support, or aiding in the establishment and support, of associations, institutions, funds, trusts, schemes and conveniences calculated to benefit servants or past servants of The Club and their dependants, and the granting of pensions, allowances, or other benefits to servants or past servants of The Club and their dependants, and the making of payments towards insurance in relation to any of those purposes;
- (k) the establishment, support or aiding in the establishment or support, of any other association formed for any of the basic objects of The Club;
- (l) the doing of all such other lawful things as are incidental or conducive to the attainment of the three objects of The Club or of any of the powers specified in the foregoing provisions of this sub-rule.

5. Membership of The Club

(1) Categories of Membership

- (a) Member: Any approved person who is interested in the objectives and purposes of The Club and has paid the annual prescribed fee.
- (b) Family Member: Any approved person who is interested in the objectives and purposes of The Club may upon the payment of the prescribed family membership fee gain club privileges for another adult and all juniors of the family.
- (c) Country Member: Any approved person who is interested in the objectives and purposes of The Club and has paid the prescribed fee and is living away from Canberra, may at the discretion of the committee, be admitted as a Country Member.
- (d) Junior Member: Any approved person who has not attained the age of sixteen years and who has paid the prescribed fee.

- (e) Life Member: Any approved person who has given continued exemplary service to The Club may be admitted as an honorary Life Member of The Club by resolution of the committee and endorsement by at least 80% of members at a special general meeting. Notice of motion for the admission of a Life Member shall be given.
- (f) Associate Member: Any approved person serving a probationary period.

(2) Rights and Privileges of Members

- (a) All classes of members shall be entitled to receive general The Club publications, attend all general meetings and outings and avail themselves of such services as The Club may provide where such participation is not in conflict with the provisions of this constitution or with local laws.
- (b) All categories of members excepting associate members, junior members and juniors covered by family membership shall be entitled to vote, hold office or nominate candidates for membership.
- (c) All categories of members are eligible, upon selection, to serve as members of any working sub-committee of The Club.
- (d) Only members and family members who have attained the age of sixteen years or more shall be eligible to stand for election to the committee.
- (e) A right, privilege or obligation of a person by virtue of his membership of The Club is:
 - (vii) not capable of being transferred or transmitted to another person except as herein described for family members;
 - (viii) terminated upon the cessation of his/her membership whether by death, resignation or otherwise.
- (f) Members are not liable to contribute towards the payment of liabilities of The Club, on a winding up.

(3) Application for Membership to The Club

- (a) A person who is nominated and approved for membership as provided in these rules is eligible to be a member of The Club on payment of the annual subscription prescribed in, or fixed under these rules.
- (b) A person who is not a member of The Club at the time of the incorporation of The Club shall not be admitted to membership:
 - (vii) unless he is nominated as provided in sub-rule (c) of this rule; and
 - (viii) his admission as a member is approved by the committee.
- (c) A nomination of a person for membership of The Club shall:
 - (vii) be made in writing, signed by two members of The Club;

- (viii) be accompanied by the written consent of the person nominated (which may be endorsed on the form of nomination); for family membership written consent of one adult will suffice;
 - (ix) be lodged with the public officer of The Club; and
 - (x) be accompanied by the prescribed nomination fee.
- (d) The public officer or his appointed representative shall inform all applicants of the conditions to be met by an associate member before full membership can be bestowed and that failure to meet the conditions may result in the forfeiture of the nomination fee.
 - (e) As soon as is practicable after the completion of the probationary period the public officer shall refer the nomination to the committee.

(4) Conditions of Approval

- (a) Unless sufficient cause be presented, the committee shall not approve any application for membership where the candidate has not fulfilled the conditions to be met by an associate member before full membership be bestowed. If extenuating circumstances prevail the committee may:
 - (vii) take into account the candidates involvement in The Club's activities; or
 - (viii) extend the probationary period.
- (b) On approval by the committee and if the associate member wishes to become a member he or she shall pay the balance of the prescribed fee determined by the appropriate category of membership.
- (c) Prospective junior members will not be subject to the requirements of attendance at The Club activities.
- (d) Only one adult associate will be required to fulfil the probationary period for family membership.
- (e) Upon a nomination being approved by the committee, the public officer shall with as little delay as possible, notify the nominee, in writing, that he has been approved for membership of The Club and, upon receipt of the sum payable by or on behalf of the nominee as his first year's subscription, shall enter the nominee's name in a register of members to be kept by the public officer, whereupon the nominee becomes a member of The Club.
- (f) A member of The Club may, at any time, resign from The Club by delivering or sending by post to the public officer a written notice of resignation. Upon receipt of this notice the public officer shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of The Club.
- (g) Associate Members will be on probation for a period of 3 months from the date of acceptance of their nomination by the public officer as per paragraph 5.3.c. During this period the committee can terminate the Associate Membership if, in the opinion of the committee the member has been guilty of conduct detrimental to the interest of The Club.

(5) Special Admissions

- (a) A junior member on attaining the age of sixteen years is automatically classified as a member upon the payment of the balance of the prescribed fee appropriate to the new category of membership. It is provided that a Junior Member on attaining membership status who can present evidence of hardship to the committee may have the prescribed annual fee for single adult membership varied or waived at the discretion of a majority of the committee.
- (b) Any previous member may rejoin as a member (without fulfilling the requirements of associate membership) subject to the provisions of any by-law current at the time and subject to a majority vote of the committee.
- (c) The committee may admit as members persons who are, or have been within the six months preceding application, members of a club affiliated with any body with which The Club is also affiliated. Members so admitted shall not have to meet the current requirements of associate membership.

(6) Resignation and Terminations

- (a) Resignations shall be tendered to the committee in writing and shall be effective only when accepted by the committee.
- (b) When membership is terminated by resignation or in accordance with any article of this constitution, all rights and privileges of membership are withdrawn.

(7) Expulsion of Members

- (a) Subject to this rule, the committee may expel a member from The Club if, in the opinion of the committee the member has been guilty of conduct detrimental to the interest of The Club.
- (b) The expulsion of a member pursuant to sub-rule (a) of this rule does not take effect:
 - (vii) until the expiration of fourteen days after the service on the member of a notice under sub-rule (c) of this rule; or
 - (viii) if the member exercises his right to appeal under this rule, until the conclusion of the special general meeting convened to hear the appeal, whichever is the later date.
- (c) Where the committee expels a member from The Club, the public officer of The Club shall, without undue delay, cause to be served on the member a notice in writing:
 - (vii) stating that the committee has expelled the member;
 - (viii) specifying the grounds for the expulsion; and

- (ix) informing the member that if he or she so desires he or she may, within fourteen days after the service of the notice on him or her appeal against the expulsion as provided in this rule.
- (d) A member on whom a notice under sub-rule (c) of this rule is served may appeal against the expulsion to a special general meeting by delivering or sending by post to the public officer of The Club, within fourteen days after the service of that notice, a requisition in writing demanding the convening of such a meeting for the purpose of hearing his or her appeal.
- (e) Upon receipt of a requisition under sub-rule (c) of this rule, the public officer shall forthwith notify the committee of its receipt and the committee shall thereupon cause a special general meeting of members to be held within twenty-eight days after the date on which the requisition is received by the public officer.
- (f) At a special general meeting convened for the purpose of this rule:
 - (vii) no business other than the question of the expulsion shall be transacted;
 - (viii) the committee may place before the meeting details of the grounds of the expulsion and the committee's reasons for the expulsion;
 - (ix) the expelled member shall be given an opportunity to be heard; and
 - (x) the members present shall vote by secret ballot on the question whether the expulsion should be lifted or confirmed.
- (g) If at the special general meeting a majority of the members present vote in favour of the lifting of the expulsion, the expulsion shall be deemed to have been lifted and the expelled member is entitled to continue his/her membership of The Club.
- (h) If at the special general meeting a majority of the members present vote in favour of the confirmation of the expulsion, the expulsion takes immediate effect, and the expelled member ceases to be a member of The Club.

(8) Annual Subscriptions

- (a) Until otherwise fixed pursuant to sub-rule (b) of this rule, the annual subscriptions and nomination fees payable by members shall be prescribed by the committee.
- (b) The amount of the annual subscriptions and nomination fees may be altered from time to time by the members by resolution at a special general meeting.
- (c) The annual subscriptions and nomination fees of a member are due and payable on or before the first day of the financial year of The Club.
- (d) A member who has not paid the annual subscription within twenty-eight days of the commencement of the financial year shall have his or her name removed from the register of members by the public officer and shall cease to be a member of The Club.

(9) The Financial Year

- (a) The financial year of The Club is the period beginning on July 1st in each year and ending on June 30th next following.

6. Meetings of The Club

(1) Annual General Meeting (Hereinafter called AGM)

- (a) The Club shall in each year hold an AGM
- (b) The AGM shall be held on such day (being no later than three months after the close of the financial year of The Club) as the committee may determine.
- (c) The AGM shall be in addition to any other special general meetings that may be held in the same year.
- (d) The AGM shall be specified as such in the notice convening it.
- (e) The ordinary business of the AGM shall be:
 - (vii) to confirm the minutes of the last preceding AGM and of any special general meetings held since that meeting;
 - (viii) to receive from the committee, auditor and servants of The Club reports upon the transactions of The Club during the last preceding financial year;
 - (ix) to elect the officers of The Club and the ordinary committee member ('an ordinary committee member means a member of the committee to whom paragraph (b) of sub-rule (2) of rule 7 relates.);
 - (x) to appoint the auditor and determine his remuneration; and
 - (xi) to determine the remuneration of servants to The Club.
- (f) The AGM may transact special business of which notice is given in accordance with these rules.

(2) Special General Meeting (hereinafter called SGM)

- (a) The committee may, whenever it thinks fit, convene a SGM of The Club.
- (b) The committee shall, on the requisition in writing of not less than ten members, convene a SGM of The Club.
- (c) A requisition for a SGM shall state the objects of the meeting and shall be signed by the requisitionists and deposited with the public officer of The Club and may consist of several documents in the like form, each signed by one or more of the requisitionists.
- (d) If the committee does not cause a SGM to be held within twenty-eight days from the date on which a requisition therefore is deposited at the office of The Club, the requisitionists, or any of them, may convene the meeting; but any

meeting so convened shall not be held after three months from the date of the deposit of the requisition.

- (e) A SGM convened by requisitionists in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which these meetings are convened by the committee, and all reasonable expenses incurred in convening the meeting shall be refunded by The Club to the persons incurring them.

(3) Notices of the AGM and a SGM

- (a) The public officer of The Club shall at least fourteen days before the date fixed for holding an AGM or SGM of The Club cause to be inserted in a newspaper published daily in the A.C.T. an advertisement specifying the place, day and time for the holding of the meeting, and the nature of the business to be transacted thereat.

(4) Chairman to preside at Meeting

- (a) President or in his absence the Vice-President shall preside as Chairman at every meeting of The Club.
- (b) If the President and Vice-President are absent from the meeting the members present shall elect one of their number to preside as Chairman thereat.

(5) Business and Quorum at the AGM and S.G. M.

- (a) All business that is transacted at a SGM and all business that is transacted at the AGM, with the exception of that specially referred to in these rules as being the ordinary business of the AGM, shall be deemed to be special business.
- (b) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering the item.
- (c) A quorum for a SGM and the AGM shall be fifty or fifty percent of members entitled to vote, whichever is the lesser.
- (d) If one hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; and in any other case it shall stand adjourned to the same day in the next fortnight at the same time (unless another place is specified by the Chairman at the time of adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place, and if at the adjourned meeting a quorum is not present within one hour after the time appointed for the commencement of the meeting, the meeting shall be dissolved.

(6) Adjournments of the AGM and a SGM

- (a) The Chairman of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to

place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

- (b) Where a meeting is adjourned for twenty-eight days or more the like notice of the adjourned meeting shall be given as in the case of the original meeting.
- (c) Except as provided in the foregoing provisions of this rule, it is not necessary to give any notice of an adjourned meeting.

(7) Determination of questions arising at the AGM and a SGM

- (a) *Definition of a poll:* For the purposes of these rules a poll is a vote taken by a show of hands where the numbers for and against a motion are actually counted and recorded.
- (b) A question arising at a general meeting of The Club shall be determined on a show of hands and unless before or on the declaration of the result of the show of hands a poll is demanded, a declaration by the Chairman that a resolution has, on a show of hands, been carried, or carried unanimously, or carried by a particular majority or lost, and an entry to that effect in the minute book at The Club is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.
- (c) Upon any question arising at a general meeting of The Club:
 - (vii) a member has one vote only.
 - (viii) All votes shall be given personally.
 - (ix) In the case of an equality of voting on a question the Chairman of the meeting is entitled to exercise a second or casting vote.
- (d) If at a meeting a poll on any question is demanded it shall be taken at that meeting in such manner as the Chairman may direct, and the result of the poll shall be deemed to be the resolution of the meeting on that question.
- (e) A poll that is demanded on the election of a Chairman, or a question of adjournment, shall be taken forthwith, and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct.

7. Officers and the Committee of The Club

(1) The Executive

The executive shall consist of elected members appointed to one of the following positions:

- (a) President
- (b) Vice-President
- (c) Secretary

- (d) Assistant Secretary
- (e) Treasurer

(2) Constitution of the Committee

The committee shall consist of:

- (a) The executive of The Club; and
- (b) Five other members, all of whom shall be elected at the AGM of The Club in each year.

Each of the executive or ordinary committee members of The Club shall hold office until the AGM next after the date of his or her election, but is eligible for re-election. In the event of a casual vacancy in any office including ordinary committee members the committee may fill the vacancy in any manner it deems fit and the member selected to fill the vacancy may continue in office up to and including the conclusion of the AGM next following the date of his or her selection.

(3) Election of Members of the Committee

- (a) Nomination of candidates for election as officers of The Club or as ordinary committee men:
 - (vii) shall be made in writing signed by two members of The Club and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - (viii) shall be delivered to the public officer of The Club at least twenty-eight days before the date fixed for holding of the annual general meeting.
- (b) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.
- (c) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- (d) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- (e) The ballot for the election of officers and ordinary committee members shall be conducted at the AGM in such usual and proper manner as the committee may direct.

(4) Powers of the Committee

- (a) The Committee:
 - (vii) shall control and manage the business and affairs of The Club;
 - (viii) may, subject to these rules, exercise all such powers and functions as may be exercised by The Club other than those powers and functions that are

required by these rules to be exercised by general meetings of members of The Club;

- (ix) subject to the Ordinance and these rules, has power to perform all such acts and things as appear to the committee to be essential for the proper management of the business and affairs of The Club;
- (x) shall appoint a public officer who shall be a resident of the Australian Capital Territory. The Public Officer shall act until he/she resigns or his/her successor is appointed by the committee;
- (xi) admit members;
- (xii) determine the annual subscriptions and nomination fees for all categories of membership;
- (xiii) promulgate by-laws and set dates of effect and/or cessation;
- (xiv) form sub-committees; and
- (xv) investigate misconduct charges and initiate and process action involving expulsion, suspension, extension of associate membership periods etc.

(5) Vacation of Office

- (a) For the purpose of these rules, the office of an executive of The Club or of an ordinary committee member becomes vacant if the officer or committee member:
 - (vii) dies;
 - (viii) becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his creditors;
 - (ix) becomes of unsound mind;
 - (x) resigns his/her office by writing under his/her hand addressed to the committee;
 - (xi) fails, without leave granted by the committee, to attend three consecutive meetings of the committee;
 - (xii) ceases to be a member of The Club; or
 - (xiii) fails to pay all arrears of subscriptions due by him within fourteen days after he has received a notice in writing signed by the public officer stating that he has ceased to be a financial member of The Club.

(6) Meetings of the Committee and Sub-committees

- (a) The committee shall meet at least once in each month at such place and at such time as the committee may determine.
- (b) Special meetings of the committee may be convened by the President, or any four of its members.

- (c) Notice shall be given to members of the committee of any special meetings, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.
- (d) Any six members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (e) No business shall be transacted unless a quorum is present and if within an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same place at the same hour of the same day in the following week unless the meeting was a special meeting, in which case it lapses.
- (f) At meetings of the committee:
 - (vii) the President, or in his absence the Vice-president, shall preside;
 - (viii) if the President and the Vice-president are absent, such one of the remaining members of the committee as may be chosen by the members present shall preside.
- (g) Questions arising at meetings of the committee or of any sub-committee appointed by the committee shall be determined on a show of hands or, if demanded by a member, by a poll taken in such a manner as the person presiding at the meeting may determine.
- (h) Each committee member or sub-committee member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(7) Disclosure of interest in contracts etc.

- (a) A member of the committee who is interested in any contract or arrangements made or proposed to be made with The Club shall disclose his/her interest at the first meeting of the committee at which the contract or arrangement is first taken into consideration, if his/her interest then exists, or, in any other case, at the first meeting of the committee after the acquisition of his/her interest.
- (b) If a member of the committee becomes interested in a contract or arrangement after it is made or entered into he/she shall disclose his/her interest at the first meeting of the committee after he/she becomes so interested.
- (c) No member of the committee shall vote as a member of the committee in respect of any contract or arrangement in which he/she is interested and if he/she does so vote his/her vote shall not be counted.

(8) Sub-committees and Executive Committees

- (a) The committee may at any time appoint a sub-committee as it may think fit and shall prescribe the powers and functions thereof.

- (b) The committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not these persons are members of The Club, but a person not a member of The Club is not entitled to vote.
- (c) Three or 50% of appointed members, whichever is the lesser of a sub-committee constitute a quorum of a meeting of the sub-committee.
- (d) The Chairman of the sub-committee meeting is responsible for calling meetings of the sub-committee.
- (e) Verbal notice of each sub-committee meeting shall be served on each member of the sub-committee before the date of the meeting.
- (f) The President, the Vice-President, the Treasurer, the Secretary and the Assistant Secretary, constitute the executive committee, which may issue instructions to the public officer and the servants of The Club in matters of urgency connected with the management of the affairs of The Club during the intervals between meetings of the committee, and where any such instructions are issued shall report thereon to the next meeting of the committee.

8. Financial Affairs of The Club

(1) Income and Property of The Club

- (a) The income and property of The Club, however derived, shall be applied solely towards the promotion of the objects and purposes of The Club and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus or otherwise to any member of The Club.
- (b) The Club shall not:
 - (vii) appoint a person who is a member of the committee to any office of The Club to the holder of which there is payable any remuneration by way of salary, fees or allowances; or
 - (viii) pay to any such person any remuneration or other benefit in money or money's worth (other than the repayment of out-of-pocket expenses).
- (c) Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of The Club of:
 - (vii) remuneration in return for services actually rendered to The Club by the servant or member or for goods supplied to The Club by the servant or member in the ordinary course of business;
 - (viii) interest at current bank overdraft rate on money lent; or
 - (ix) a reasonable and proper sum by way of rent for premises let to The Club by the servant or member.
- (d) Nothing in the foregoing provisions of this rule prevent the presentation to members of prizes and trophies won in properly conducted contests or competitions, nor does it prevent the provision for members of refreshment at The Club outings and functions.

(2) Accounts of receipts, expenditure, etc.

- (a) True accounts shall be kept:
 - (vii) of all sums of money received and expended by The Club and the matter in respect of which the receipt or expenditure takes place; and
 - (viii) of the property, credits, and liabilities of The Club, and subject to reasonable restrictions as to time and manner of inspecting them that may be imposed by The Club for the time being, these accounts shall be open to the inspection of the members of The Club.
- (b) The Treasurer of The Club shall faithfully keep all general records, accounting books, and records of receipts and expenditure connected with the operations and business of The Club in such form and manner as the committee may direct.
- (c) The accounts, books and records referred to in sub-rules (a) and (b) of this rule shall be kept at The Club's office or at such other place as the committee may decide.

(3) Banking and Finance

- (a) The Treasurer of The Club shall, on behalf of The Club, receive all moneys paid to The Club and forthwith after the receipt thereof issue official receipts thereof.
- (b) The committee shall cause to be opened with such bank as the committee selects a banking account in the name of The Club into which all moneys received shall be paid by the Treasurer as soon as possible after receipt thereof.
- (c) The committee may receive from The Club's bank or bankers for the time being the cheques drawn by The Club on any of its accounts with the bank or bankers and may release and indemnify the bank or bankers from and against all claims, actions, suits or demands that may be brought against the bank or bankers arising directly or indirectly out of those cheques or the surrender thereof to The Club.
- (d) Except with the authority of the committee no payment of a sum exceeding twenty dollars shall be made from the funds of The Club otherwise than by cheque drawn on The Club's bank account, but the committee may provide the Treasurer with a sum to meet urgent expenditure, subject to the observance of such conditions in relation to the use and expenditure thereof as the committee may impose.
- (e) No cheques shall be drawn on The Club's bank account except for the payment of expenditure that has been authorised by the committee.
- (f) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by the Treasurer or, in his absence, by such other member or members of the committee as the committee may nominate for that purpose, and shall be countersigned by the public officer or President.

(4) Auditor

- (a) At each annual general meeting of The Club, the committee shall appoint a person who is not a member or the public officer of The Club as the auditor of The Club.
- (b) A person so appointed shall hold office until the annual general meeting next after that at which he/she is appointed, and is eligible for re-appointment.
- (c) The first auditor of The Club may be appointed by the committee before the first AGM, and if so appointed, shall hold office until the first AGM, unless previously removed by a resolution of the members at a general meeting, in which case the members at that meeting may appoint an auditor to act until the first AGM.
- (d) If an appointment is not made at an AGM the committee shall appoint an auditor of The Club for the then current financial year of The Club.
- (e) If a casual vacancy occurs in the office of auditor during the course of a financial year of The Club, the committee may appoint a person as the auditor and the person so appointed shall hold office until the next succeeding annual general meeting.

(5) Audit of Accounts

- (a) Once at least in each financial year of The Club, the accounts of The Club shall be examined by the auditor.
- (b) The auditor shall certify as to the correctness of the accounts of The Club and shall report thereon to the members present at the AGM.
- (c) In his/her report, and in certifying to the accounts, the auditor shall state:
 - (vii) whether he/she has obtained the information required by him/her;
 - (viii) whether, in his/her opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of The Club according to the information at his./her disposal and the explanation given to him/her and as shown by the books of The Club; and
 - (ix) whether the rules relating to the administration of the funds of The Club have been observed.
- (d) The public officer of The Club shall cause to be delivered to the auditor a list of all the accounts, books and records of The Club.
- (e) The auditor:
 - (vii) has a right of access to the accounts, books, records, vouchers and documents of The Club;
 - (viii) may require from the servants of The Club such information and explanations as may be necessary for the performance of his/her duties as auditor;
 - (ix) may employ persons to assist him/her in investigating the accounts of The Club; and

- (x) may, in relation to the accounts of The Club, examine any member of the committee or any servant of The Club.

9. Alteration of the Constitution

- (1) The rules may be amended by resolution passed by a two-thirds majority of financial members present at a SGM.
- (2) Notice of the proposed amendment shall be included in the notice calling the SGM.
- (3) An amendment to the objects and purposes of The Club shall not be effective until approved by the Registrar.
- (4) An alteration of the objects, purposes or rules is of no effect until a copy of the alterations is lodged with the Registrar of Companies in the A.C.T.

10. Seal of The Club

- (1) The seal of The Club shall be in the form of a rubber stamp inscribed with the name of The Club encircling the word “Seal”.
- (2) The seal of The Club shall not be affixed to any instrument except by the authority of the committee and the affixing thereof shall be attested by the signatures either of two members of the committee or of one member of the committee and of the public officer of The Club or such other person as the committee may appoint for that purpose, and that attestation is sufficient for all purposes that the seal was affixed by authority of the committee.
- (3) The seal shall remain in the custody of the public officer.

11. Dissolution of The Club

- (1) The Club may be dissolved at a SGM or the AGM by a two-thirds majority of financial members present and the remaining real and personal property of The Club shall be donated to a body or bodies having similar objects.
