

WEA Illawarra Ramblers Club

CONSTITUTION

12th Edition February 2013

1.0 Club Name

The name of the club shall be the WEA Illawarra Ramblers Club hereinafter referred to as the "Club".

2.0 Objectives

The objectives of the Club shall be

- a) To walk and participate in other activities for fun and fitness; gain new friends and a greater appreciation of our natural environment.
- b) To cooperate with other clubs or groups or individuals in the pursuit of the objective set out in (a) above.

3.0 Connections and Affiliations

3.1 WEA Illawarra

The Club is connected to, and is an activity of the WEA Illawarra (hereafter known as "WEA")
A current list of all of the names and addresses of Club members shall be given to the WEA.

3.2 Confederation of Bushwalking Clubs of NSW

The Club shall maintain an affiliation with the Confederation of Bushwalking Clubs of NSW (hereafter known as the "Confederation") to

- a) Support the aims and objectives of the Confederation; and take advantage of the specialised insurance coverage and benefits the Confederation's insurers provide - particularly for more adventurous club sanctioned activities, e.g, off track walking, canoeing and abseiling.
- b) Take advantage of the Confederation's Affiliation with Bushwalking Australia Inc.

3.3 Charitable and Political Affiliations

The club shall have no charitable or political party affiliations unless the matter directly involves the club's bushwalking and related activities.

4.0 General Policy

The general policy of the Club shall be that, no public statement may be made, no decision may be taken, nor any activity engaged in which conflicts with the explicit policy of the WEA.

5.0 Club Management

General

Subject to any direction of an Annual General Meeting or an Extraordinary General Meeting of members of the Club, the management of the Club shall be vested in a Committee.

The committee will comprise of a maximum of twelve members (Positions).

This number may be reduced by one for each Committee Member who holds two Portfolios (see Clause 12. Paragraph 4)

The committee members to be elected at the AGM will be for the positions of:

President
Secretary
Treasurer
Program Manager
Newsletter Editor
Membership Secretary
Activities Recorder
Publicity Officer
Training Officer

Other Positions may be created or removed upon demand by a 75% majority vote at an AGM, General Meeting or Extraordinary General Meeting.

Vice President
Librarian

These functions are to be filled from the elected committee – refer Clause 12.0

The Committee may co-opt other members who will not have the power to vote.

It is also empowered to establish sub-committees to which it may delegate responsibilities or functions. Such sub-committees shall normally be chaired by a Committee member.

Members on sub-committees will have the power to vote at sub committee meetings but not Committee meetings.

5.2 Committee

The committee shall have the right to refuse membership, discipline a member (see Clause 8.0) and to exercise all other powers reasonably required to manage the Club subject only to the provisions of this Constitution.

No member of the Committee shall receive any remuneration in respect of his/her work as a Committee member, but nothing in this sub-clause shall prevent the Club paying the reasonable expenses of any Committee member when acting on behalf of the Club. Any such payment shall be recorded in the minutes of Club meetings.

A list of the names and addresses of all members of the Committee of the Club shall be given to the WEA.

6.0 Annual Subscription

Each member shall pay an annual subscription the amount of which shall be determined by the Committee each year. It shall comprise of the Club's membership fee based on the annual budget prepared by the Treasurer and the current fee for Confederation membership that will be compulsory (see Clauses 3.2 and 9.0). A partial or zero subscription may be determined for special classes of members for periods up to twelve months.

7.0 Member's Liability

The total liability of a Club member to contribute towards the payment of the debts and liabilities of the Club, or the cost, charges, and expenses of the winding up of the Club are limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by Clause 6.0.

8.0 Disciplining of Members

Where the Committee is of the opinion that a member of the Club

- (a) has persistently refused or neglected to comply with the provision or provisions of the Constitution and/or Guidelines for Members; or
- (b) has persistently and wilfully acted in a manner prejudicial to the Club the Committee may, by resolution
- (c) expel the member from the Club; or
- (d) suspend the member from membership of the Club for a specified period.

A notice advising the member concerned that he/she faces disciplinary action shall be mailed to the last known address of the member.

The notice shall give details of the proposed disciplinary action and the reasons for it and shall invite the member to respond within 14 days either in writing or by personal appearance at a Committee meeting held not less than 17 days from the date of despatch of the notice.

The member may appeal against the disciplinary action. The appeal must be in writing and be received by the Secretary of the Club not less than 21 days after the Committee meeting. A Committee Meeting shall be convened no later than 4 weeks after receipt of the appeal.

Following a review of the reasons for the proposed disciplinary action and the member's response, the meeting shall vote. If the proposed disciplinary action is upheld by 75% of those present and voting it shall be effective immediately.

9.0 Insurance

The Club shall effect personal and public liability insurance of members and of non members who are in accordance with the rules of the Club present at club activities, against the same risks and under the same conditions as are contained in policies of the same type entered into by the Confederation of Bushwalking Clubs and with insurers chosen by that confederation on behalf of the Club.

10.0 Meetings

10.1 Annual General Meeting

The Annual General Meeting (AGM) of the Club shall be held not later than March 31 each year and all financial members shall be entitled to attend.

The date, time, and place of such meeting shall be determined by the Committee and included in the Club's Program that is mailed to members.

Matters not specified on the AGM agenda can be introduced by a vote supported by at least a 75% vote of members present and voting at the meeting.

A quorum shall be not less than ten percent (10%) or ten (10) financial members whichever is the lesser present and voting at the meeting.

10.2 General Meetings

There shall be at least two General meetings held each year one of which shall include the AGM.

10.3 Committee Meetings

The Committee shall meet at least four times a year. A quorum shall be at least one third (1/3) of elected committee members.

Any financial member of the club may attend any committee meeting and may speak but not vote.

Any urgent matters shall be dealt with by the President, Secretary and Treasurer (to be known as the Executive Committee) or in their absence, by three other Committee members.

10.4 Extraordinary General Meetings

The Committee is empowered to convene an Extraordinary General Meeting (EGM) and must do so within thirty days when requested by one quarter of the club members or 20 members whichever is the lesser.

At least fourteen days' notice shall be given to each member through the Club's program or a special letter. Such notices shall state the time, place and purpose of the meeting.

A quorum shall be not less than ten percent (10%) or ten (10) financial members whichever is the lesser present and voting at the meeting

Matters not specified on the EGM agenda can be introduced by a vote supported by at least a 75% vote of members present and voting at the meeting.

11.0 Term of Office of President

No person shall hold the office of President for more than two consecutive years but a person completing two successive years as President is eligible to stand again for the office of President after the lapse of at least one year.

12.0 Elections

Officers and members of the Committee shall be elected at the Annual General Meeting and are eligible for re-election subject to Clause 11.

Any financial member may nominate for any position.

No person shall hold more than two positions concurrently with the exception of the functions of Vice President and Librarian, whom shall be elected by the incoming Committee at their first meeting after the AGM.

The method of voting and the manner in which nominations shall be called shall be determined by the Committee or at the AGM.

Any vacancies occurring in any of these positions during the year shall be advertised in the Club's Program and filled at the next Committee Meeting.

13.0 Finance

The financial year of the Club shall be from January 1 - December 31. The annual financial statement of the Club, after adoption at an Annual General Meeting of the Club, shall be submitted to the Executive or Council of the WEA not later than May following the financial year to which it refers.

The Club shall maintain a Bank Account into which all moneys not currently required shall be deposited. The signatories shall be the President, Vice President, Secretary and Treasurer. Cheques of \$300 or more will require two signatures. Cheques of under \$300 require a single signature only.

14.0 Amendments to the Constitution

No alteration to this Constitution shall be made except by resolution of an Annual General Meeting, General Meeting or an Extraordinary General Meeting.

A notice of a motion to alter the Constitution shall be in the hands of the Secretary and President of the Club not less than twenty-eight days prior to the Annual or Extraordinary General Meeting at which it will be discussed, and not less than fourteen days notice of such motion shall be given to Club members.

15.0 Honorary and Life Memberships

An Honorary Membership shall be awarded to either an ex-member or a non-member in recognition for commendable contributions to the Club.

A Life Membership shall be awarded to a member in recognition for outstanding and extraordinary contributions to the Club over a continuous period of approximately 10 years.

The Committee shall consider an application for Honorary or Life Membership when requested to do so and its recommendations shall be referred to an Annual General Meeting, General Meeting or Extraordinary General Meeting. Requests should be presented in writing, signed by at least two members and contain as much evidence as possible to support the application.

A copy of "The Illawarra Rambler" being the quarterly programme of the Club shall be mailed to Honorary and Life members free of charge - upon request at the beginning of each year. (Note: The preferred method of the request is by each member completing and returning a special membership form mailed to them by the Membership Secretary.)

16.0 Winding Up

The Club may only be wound up at an Annual General Meeting or Special "Wind Up" Meeting of the Club.

At least fourteen days' notice in writing shall be given of a Special "Wind Up" Meeting and shall be posted to the Chief Executive Officer of the WEA and the last known addresses of members of the Club. The notice shall state the time, place and purpose of the meeting. No quorum shall be required at a meeting convened to wind up the club.

A motion to wind up the Club shall require a vote of 75% of those members present (including the Chief Executive Officer of the WEA) at the meeting.

In the event of the Club being "wound up", no property of any kind shall be given to any member or divided amongst any members but must be transferred to WEA together with the records of the club.

In the event of insufficient meetings of the Committee or a failure to convene an Annual General Meeting or a Special "Wind Up" Meeting, the Council of the WEA may declare the Club defunct and order that it be wound-up. Before doing so it shall invite in writing the Committee of the Club to appear before or make written representations to it. Such invitations shall be posted to the last known addresses of members of the Committee.