



CONSTITUTION

of

COUNTRY SOCIAL NETWORK INC

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AIMS AND OBJECTS

The objects of Country Social Network Inc are:

1. To help overcome the social and emotional isolation experienced by homosexuals living in rural areas by facilitating and promoting communication among homosexual people who have an interest in the country;
 2. To promote a sense of community among homosexuals and to encourage good public relations between homosexuals and the general communities in which they live, particularly in country areas;
 3. To ensure homosexuals in the country enjoy the same civil rights as all other citizens;
 4. To engage in and promote charitable services and other activities within the gay and lesbian communities;
 5. To promote an interest in the preservation of the natural environment and heritage; and
 6. To engage in all activities giving effect to the above Aims either by itself or with like-interested groups. These activities may include, among others, social events such as parties, picnics, conventions and other gatherings; the provision of support and information services; hospitality and assistance to homosexuals travelling in the country; and the publication of a newsletter and other appropriate literature.
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CONSTITUTION

PART I: PRELIMINARY

1. INTERPRETATION

(1) In these Rules, except in so far as the context or subject matter indicates or requires -

"ordinary member" means a member of the committee who is not an office bearer of the association as referred to in Rule 13(2);

"secretary" means -

(a) the person holding office under these rules as secretary of the association; or

(b) where no such person holds that office - the public officer of the association;

"special general meeting" means a general meeting of the association other than the annual general meeting;

"the Act" means the current (NSW) Associations Incorporation Act.

"the Regulation" means the current (NSW) Associations Incorporation Regulation.

"Director General" means the Director General of the NSW Department which has responsibility for administration of the Act and Regulations.

(2) In these rules

(a) a reference to a function includes a reference to a power, authority and duty; and

(b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.

(3) The provisions of the current Interpretation Act apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

PART II: MEMBERSHIP

2. MEMBERSHIP QUALIFICATIONS

A person is qualified to be a member of the association if the person is a natural person who has attained the age of 18 years and who:

- (a) complies with the requirements of the application form currently in use.
- (b) has been approved for membership by the secretary, or any other member of the association authorised to receive an application for membership.

3. APPLICATION FOR MEMBERSHIP

- (1) An application from an eligible person for membership of the association -
 - (a) shall be made by the applicant via the application form currently in use; and
 - (b) shall be lodged with the secretary of the association, or any other member of the association authorised to receive an application for membership.
- (2) As soon as practicable after receiving a nomination for membership, the recipient shall process the application in accordance with the Membership Application Processing Procedure currently in use.

4. CESSATION OF MEMBERSHIP

A person ceases to be a member of the association if the person - (a) dies; or
(b) resigns the membership; or
(c) is expelled from the association or
(d) falls to pay the annual subscription on or before August 31 in the year for which that subscription is due.

5. MEMBERSHIP ENTITLEMENTS NOT TRANSFERABLE

A right, privilege or obligation which a person has by reason of being a member of the association - (a) is not capable of being transferred or transmitted to another person; and
(b) terminates upon cessation of the person's membership.

6. RESIGNATION OF MEMBERSHIP

- (1) A member of the association is not entitled to resign that membership except in accordance with this rule.
- (2) A member of the association who has paid all amounts payable by the member to the association in respect of the member's membership may resign from membership of the association by first giving notice (being not less than 1 month or not less than such other period as the committee may determine) in writing to the secretary of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.
- (3) Where a member of the association ceases to be a member pursuant to clause (2), and in every other case where a member ceases to hold membership, the secretary shall make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

7. REGISTER OF MEMBERS

- (1) The public officer of the association shall establish and maintain a register of members of the association specifying the name and address of each person who is a member of the association together with the date on which the person became a member.
- (2) The register of members shall be kept at the principal place of administration of the association and shall be open for inspection, free of charge, by any member of the association at any reasonable hour.
- (3) A Membership List containing information supplied by individual members and approved by them for publication shall be prepared and circulated to all members as required.

(4) Subject to (2) above and as far as the law provides, all members shall keep confidential the information contained in both the Register of Members and the Membership List referred to above.

8. FEES, SUBSCRIPTIONS, ETC

(1) A member of the association shall, upon admission to membership, pay to the association a fee of \$1 or, where some other amount is determined by the committee, of that other amount.

(2) Except as provided in (3) and (4) below, in addition to any amount payable by the member under clause (1), a member of the association shall pay to the association an annual membership fee of \$2 or, where some other amount is determined by the committee, of that other amount -

- a) except as provided in paragraph (b), before 1st July in each calendar year; or
- b) where the member becomes a member on or after 1st July in any calendar year -upon becoming a member and before 1 July in each succeeding calendar year.

(3) The committee may, at its discretion, waive part or all of the annual membership fee provided in (2) above

- a) for members whom it judges to be disadvantaged: or
- b) for any two members who live in a bona fide relationship at the same address. provided in this case that the amount thus determined shall be not less than half the sum of the amounts owing when determined separately. Where the Committee extends such a concession to two members it may, if it so chooses, also determine that only one copy of any newsletter, pamphlet or notice be posted to those members.

(4) In the case of a person who has been a member of the association for not less than 5 years in total and who during that time has rendered distinguished service to the association or in other ways has contributed to its aims and objectives. a Special General Meeting may waive all future annual subscriptions for that member. A member for whom subscriptions have been thus waived shall be known as a Life Member. Recommendations for Life Membership shall be made in writing and signed by five or more financial members and be accompanied by a statement of the service on which the recommendation is based.

9. MEMBERS' LIABILITIES

The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the cost, charges and expenses of the winding up of the association is limited to the amount, if any, unpaid by the member in respect of membership of the association as required by rule 8.

10. DISCIPLINING OF MEMBERS

(1) Where the committee is of the opinion that a member of the association -

- (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or
- (b) has persistently and wilfully acted in a manner prejudicial to the interests of the association, the committee may, by resolution -
 - (i) expel the member from the association; or
 - (ii) suspend the member from membership of the association for a specified period.

(2) A resolution of the committee under clause (1) is of no effect unless the committee at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice under clause (3), confirms the resolution in accordance with this rule.

(3) Where the committee passes a resolution under clause (1), the secretary shall, as soon as practicable, cause a notice in writing to be served on the member -

- (a) setting out the resolution of the committee and the grounds on which it is based;
- (b) stating that the member may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
- (c) stating the date, place and time of that meeting; and
- (d) informing the member that the member may do either or both of the following:
 - (i) attend and speak at that meeting;
 - (ii) submit to the committee at or prior to the date of that meeting written representations relating to the resolution.

- (4) At a meeting of the committee held as referred to in clause (3), the committee shall -
 - (a) give to the member an opportunity to make oral representations;
 - (b) give due consideration to any written representations submitted to the committee by the member at or prior to the meeting; and
 - (c) by resolution determine whether to confirm or to revoke the resolution.
- (5) Where the committee confirms a resolution under clause (4), the secretary shall within 7 days after that confirmation, by notice in writing inform the member of the fact and of the member's right of appeal under rule 11.
- (6) A resolution confirmed by the committee under clause (4) does not take effect -
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where within that period the member exercises the right of appeal, unless and until the association confirms the resolution pursuant to rule 11(4).

11. RIGHT OF APPEAL OF DISCIPLINED MEMBER

- (1) A member may appeal to the association in general meeting against a resolution of the committee which is confirmed under Rule 10(4), within 7 days after notice of the resolution is served on the member by lodging with the secretary a notice to that effect.
- (2) Upon receipt of a notice from a member under clause (1), the secretary shall notify the committee which shall convene a general meeting of the association to be held within 21 days after the date on which the secretary received the notice
- (3) At a general meeting of the association convened under clause (2) -
 - (a) no business other than the question of the appeal shall be transacted;
 - (b) the committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (4) If at a general meeting the association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

PART III: THE COMMITTEE

12. POWERS, ETC. OF THE COMMITTEE

- The committee shall be called the committee of management of the association and, subject to the Act, the Regulation and these rules and to any resolution passed by the association in general meeting -
- (a) shall control and manage the affairs of the association;
 - (b) may exercise all such functions as may be exercised by the association other than those functions that are required by these rules to be exercised by a general meeting of members of the association; and
 - (c) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

13. CONSTITUTION AND MEMBERSHIP

- (1) Subject in the case of the first members of the committee to section 21 of the Act, the committee shall consist of -
 - (a) the office bearers of the association; and
 - (b) 3 ordinary members, each of whom shall be elected at the annual general meeting of the association pursuant to rule 14, *and*
 - (c) the counselor; who shall be elected pursuant to rule 14 (A), but who shall not be a voting member of the committee.

(2) The office bearers of the association shall be –

- (a) the president
- (b) the vice-president
- (c) the treasurer
- (d) the secretary

(3) Each member of the committee shall, subject to these rules, hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re- election. There is no limit to the number of consecutive years a member of the committee can hold office.

(4) In the event of a casual vacancy occurring in the membership of the committee. the committee may appoint a member of the association to fill the vacancy and the member so appointed is to hold office. subject to these rules. until the completion of the annual general meeting next following the date of appointment

14. ELECTION OF MEMBERS

(1) Nominations of candidates for election as office bearers of the association or as ordinary members of the committee –

- (a) shall be made in writing signed by 2 members of the association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
- (b) shall be delivered to the Returning Officer not less than 60 days before the date fixed for the holding of the annual general meeting at which the election is to take place.
- (c) the candidate must be a member.

(2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected, subject to clause 14 (11).

(3) 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, subject to clause 14 (11).

(4) If the number of nominations received exceeds the number of vacancies to be filled, a secret ballot shall be held. The secret ballot may be conducted as either a postal ballot or an electronic ballot, as determined by the committee.

(5) The association shall appoint a member of the association as returning officer to receive nominations of candidates for election as stated in clause 14 (1), and if required, conduct the ballot

(6) A ballot shall be conducted in accordance with Schedule 3 of the Associations Incorporation Regulation; and the returning officer shall:

(a) In the case of a postal ballot: send a ballot (paper) to each member of the association within 14 days of the close of nominations, and members shall return these ballots to the returning officer at least 14 days before the date fixed for the holding of the annual general meeting at which the election shall take place; or,

(b) In the case of an electronic ballot: organise an electronic ballot that gives each of the association's members a reasonable opportunity to participate; and be available to each member of the association within 14 days of the close of nominations. An electronic ballot paper must be returned to the returning officer no later than 14 days before the date fixed for the holding of the annual general meeting at which the election shall take place.

(7) If any positions remain unfilled following the ballot, further nominations shall be received at the annual general meeting, and any ballot to be held for these positions at the annual general meeting shall be in such usual and proper manner as the committee may direct.

(8) If insufficient further nominations are received, any vacant positions remaining on the committee shall be deemed to be casual vacancies. Any casual vacancies may be filled by the decision of the committee.

(9) The nomination of a candidate for election under this clause is not valid if that candidate has been elected to another office at the same election.

(10) Candidates nominating for election may submit a personal profile for circulation to all members of the association.

(11) Candidates nominated for office bearers of the association and qualifying for election in accordance with Clause 14 (2) or Clause 14 (3), must be approved by way of voting at the annual general meeting at which the election is to take place.

A. SELECTION OF COUNSELLOR

The counsellor for the ensuing year shall be selected by the outgoing committee at its final meeting, and shall be:

- (a) a member of the outgoing committee not seeking re-election; or
- (b) a member of the organisation who is considered to have considerable knowledge and experience of the organisation, so as to bring a significant level of continuity and experience to the newly elected committee.

15. SECRETARY

(1) The secretary of the association shall, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.

(2) It is the duty of the secretary to keep minutes of -

- (a) all appointments of office bearers and members of the committee;
- (b) the names of members of the committee present at a committee meeting or a general meeting; and
- (c) all proceedings at committee meetings and general meetings.

(3) Minutes of proceedings at a meeting shall be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

16. TREASURER

It is the duty of the treasurer of the association to ensure that -

- (a) all money due to the association is collected and received and that all payments authorised by the association are made; and
- (b) correct books and accounts are kept showing the financial affairs of the association including full details of all receipts and expenditure connected with the activities of the association.

17. CASUAL VACANCIES

For the purpose of these rules, a casual vacancy in the office of a member of the committee occurs if the member -

- (a) dies;
- (b) ceases to be a member of the association;
- (c) becomes an insolvent under administration within the meaning of corporations Law; (d) resigns office by notice in writing given to the secretary;
- (e) is removed from office under Rule 18;
- (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health; or
- (g) is absent without the consent of the committee from all meetings of that committee held during a period of 6 months.

18. REMOVAL OF MEMBER

(1) The association in a general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed

(2) Where a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send a copy of the representations to each member of the association or, if the representations are not so sent, the member is entitled to require that the representations be read out at

the meeting at which the resolution is considered.

19. MEETINGS AND QUORUM

- (1) The committee shall meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- (2) Additional meetings of the committee may be convened by the president or by any member of the committee.
- (3) Oral or written notice of a meeting of the committee shall be given by the secretary to each member of the committee at least 48 hours (or any other period as may be unanimously agreed upon by the members of the committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any 4 members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (6) No business shall be transacted by the committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
- (8) At a meeting of the committee -
 - (a) the president or, in the president's absence, the vice-president, shall preside; or
 - (b) if the president and the vice-president are absent or unwilling to act such one of the remaining members of the committee as may be chosen by the members present at the meeting shall preside.

20. DELEGATION BY COMMITTEE TO SUB-COMMITTEE

- (1) The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the association as the committee thinks fit) the exercise of such of the functions of the committee as are specified in the instrument, other than -
 - (a) this power of delegation; and
 - (b) a function which is a duty imposed on the committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Notwithstanding any delegation under this rule, the committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the committee.
- (6) The committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.
- (7) A sub-committee may meet and adjourn as it thinks proper.

21. VOTING AND DECISIONS

- (1) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee shall be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.

(2) Each 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 but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(3) Subject to rule 19(5), the committee may act notwithstanding any vacancy on the committee.

(4) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

PART IV: GENERAL MEETINGS

22. ANNUAL GENERAL MEETINGS - HOLDING OF

(1) With the exception of the first annual general meeting of the association, the association shall, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the association, convene an annual general meeting of its members.

(2) The association shall hold its first annual general meeting -

(a) within the period of 18 months after its incorporation under the Act; and

(b) within the period of 2 months after the expiration of the first financial year of the association.

(3) Within such later time as may be allowed by the Director General or prescribed by the regulation

23. ANNUAL GENERAL MEETINGS - CALLING OF AND BUSINESS AT

(1) The annual general meeting of the association shall, subject to the Act and to Rule 22, be convened on such date and at such a place and time as the committee thinks fit.

(2) In addition to any other business, the business which may be transacted at an annual general meeting, the business of the annual general meeting shall be -

(a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;

(b) to receive from the committee reports upon the activities of the association during the past preceding financial year;

(c) to elect office-bearers and ordinary members of the committee; and

(d) to receive and consider any financial statement or report required to be submitted to members under the Act.

(3) An annual general meeting shall be specified as such in the notice convening it.

24. SPECIAL GENERAL MEETINGS - CALLING OF

(1) The committee may, whenever it thinks fit, convene a special general meeting of the association.

(2) The committee shall, on the requisition in writing of not less than 5 per cent of the total number of members, convene a special general meeting of the association.

(3) A requisition of members for a special general meeting;

(a) shall state the purpose or purposes of the meeting;

(b) shall be signed by the members making the requisition;

(c) shall be lodged with the secretary; and

(d) may consist of several documents of similar form, each signed by one or more of the members making the requisition.

(4) If the committee fails to convene a special general meeting to be held within 1 month after the date on which the requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.

(5) A special general meeting convened by a member or members as referred to in clause (4) shall be convened as nearly as is practicable in the same manner as general meetings are convened by the committee and any member who thereby incurs expense is entitled to be reimbursed by the association for any expense so incurred.

(6) The use of technology at general meetings:

(a) A general meeting may be held at 2 or more venues using any technology approved by the committee that gives each of the association's members a reasonable opportunity to participate.

(b) A member of an association who participates in a general meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

25. NOTICE

(1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

(2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under subclause (1), the intention to propose the resolution as a special resolution.

(3) No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of the annual general meeting, business which may be transacted pursuant to rule 23(2).

(4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary, who shall include that business in the next notice calling a general meeting given after receipt of the notice from the member.

26. PROCEDURE

(1) 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 the meeting is considering that item.

(2) Five members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.

(3) If within half an 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 shall stand adjourned to the same day in the following week at the time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.

(4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 3) shall constitute a quorum.

27. PRESIDING MEMBER

(1) The president or, in the president's absence, the vice-president, shall preside as chairperson at each general meeting of the association.

(2) If the president and vice-president are absent from a general meeting or are unwilling to act, the members present shall elect one of their number to preside as chairperson at the meeting.

28. ADJOURNMENT

(1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at 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.

(2) Where a general meeting is adjourned for 14 days or more, the secretary shall give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

(3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

29. MAKING OF DECISIONS

(1) A question arising at a general meeting of the association shall be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

(2) At a general meeting of the association, a poll may be demanded by the chairperson or by not less than 3 members present in person or by proxy at the meeting.

(3) Where a poll is demanded at a general meeting, the poll shall be taken –

(a) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment; or

(b) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

30. SPECIAL RESOLUTION

(1) A resolution is passed by an association as a ***special resolution***:

(a) at a meeting of the association of which notice has been given to its members no later than 21 days before the date on which the meeting is held, or

(b) in a postal or electronic ballot conducted by the association, or

(c) in such other manner as the Commission may direct,

if it is supported by at least three-quarters of the votes cast by members of the association who, under the association's constitution, are entitled to vote on the proposed resolution.

(2) A notice referred to in subsection (1) (a) must include the terms of the resolution and a statement to the effect that the resolution is intended to be passed as a special resolution.

(3) A postal or electronic ballot referred to in subsection (1) (b) may only be conducted in relation to resolutions of a kind that the association's constitution permits to be voted on by means of a postal or electronic ballot and, if conducted, must be conducted in accordance with the regulations.

(4) A direction under subsection (1)(c) may not be given unless the Commission is satisfied that, in the circumstances, it is impracticable to require votes to be cast in the manner provided by subsection (1)(a) or (b).

31. VOTING

(1) Upon any question arising at a general meeting of the association, a member has one vote only.

(2) All votes shall be given personally or by proxy but no member may hold more than 5 proxies.

(3) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

(4) A member or proxy is not entitled to vote at any general meeting of the association unless all money due and payable by the member or proxy to the association has been paid.

(5) The association may hold a postal or electronic ballot (as the committee determines) to determine any issue or proposal (other than an appeal under clause 18).

(6) A postal or electronic ballot is to be conducted in accordance with Schedule 3 to the Regulation

32. APPOINTMENT OF PROXIES

(1) Each member shall be entitled to appoint another member as proxy by notice given to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

(2) The notice appointing the proxy shall be in the form currently in use.

PART V: MISCELLANEOUS

33. INSURANCE

The association may effect and maintain insurance.

34. FUNDS-SOURCE

(1) The funds of the association shall be derived from application fees and annual subscriptions of members, donations and, subject to any resolution passed by the association in general meeting, such other sources as the committee determines.

(2) All money received by the association shall be deposited as soon as practicable and without deduction to the credit of the association's bank account.

35. FUNDS - MANAGEMENT

(1) Subject to any resolution passed by the association in general meeting, the funds of the association shall be used in pursuance of the objects of the association in such manner as the committee determines.

(2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any 2 members of the committee or employees of the association, being members or employees authorised to do so by the committee.

36. ALTERATION OF OBJECTS AND RULES

The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the association.

37. COMMON SEAL

(1) The common seal of the association shall be kept in the custody of the secretary.

(2) The common seal shall not be affixed to any instrument except by the authority of the committee and the affixing of the common seal shall be attested by the signatures either of 2 members of the committee or of 1 member of the committee and of the public officer or secretary.

38. CUSTODY OF BOOKS ETC.

Except as otherwise provided by these rules, the public officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the association.

39. INSPECTION OF BOOKS ETC.

The records, books and other documents of the association shall be open to inspection, free of charge, by a member of the association at any reasonable hour.

40. SERVICE OF NOTICES

(1) For the purpose of these rules, a notice may be served by or on behalf of the association upon any member either personally or by sending it by post to the member at the members address shown in the register of members.

(2) Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

41. Winding Up

If the association is wound up, it shall be wound in accordance with the provisions of the Act.