

MANDALAY PROGRESS ASSOCIATION Inc.

NAME

1. The name of the incorporated association shall be Mandalay Progress Association Inc.

DEFINITIONS.

2. In this document, unless the context otherwise indicates or requires the following terms shall have the meanings respectively assigned to them, that is to say:-

(a) "Mandalay" - The two areas of land in Fig Tree Pocket, Brisbane in the State of Queensland, as follows:

(i) The area bounded on the East, South, and West by the Brisbane River and on the North by Ormsby Street, by Fig Tree Pocket Road from the Junction with Ormsby Street to the Junction with Botticelli Street and hence by a line in a South-westerly direction to the Brisbane River, such area to also include residential lots of land North of with frontages onto Botticelli Street.

(ii) The area immediately North-West of the area described in (i), to include land each side of that portion of Fig Tree Pocket Road between the junction of Fig Tree Pocket Road with Ormsby Street, and the roundabout at the junction of Fig Tree Pocket Road and Gunnin Street and to include the adjoining roads of Mactier Street, Emma Place, Serene Place, Rosella Street, Lorikeet Close, Curlew Close, and that part of Jesmond Road which is South-west of its intersection with Gunnin Street.

(b) "Biami Yumba Park" - That area of land in Mandalay bounded on the West and South by Fig Tree Pocket Road, on the East by Kenny Street, and on the North by Ormsby Street and Fig Tree Pocket Road.

OBJECTS.

3. The objects of the organisation shall be the promotion of the general welfare of the public in, and the promotion and encouragement of social activities of, residents of Mandalay.

The objects shall include the following:-

(a) To endeavour to ensure that at all times adequate community services, and amenities (including public toilets, street lighting, public and private telephones, post mailing boxes, and a regular bus service) are provided by the relevant authorities and distributed as equitably as possible over the whole area.

(b) To liaise with the relevant authorities to promote the carrying out of public works and the continued maintenance and repair thereof including the establishment of parks, recreational facilities, public footwalks and access to the Brisbane River, drainage of roads and all public areas.

(c) To promote and endeavour to ensure such development (including continued maintenance and repair thereof) of Biami Yumba Park as a recreation reserve as the Association shall from time to time decide (including such action as the Association deems appropriate to ensure that all persons and authorities who have agreed or proposed to carry out developmental works on Biami Yumba Park carry out such works as speedily and properly as possible.

(d) To promote such development, maintenance and repair of such other public or recreational areas (including the area known as the boat ramp area) as the Association may from time to time decide.

(e) To promote and encourage the establishment of such businesses and shops in Mandalay as the Association may from time to time decide.

(f) To encourage good citizenship and civic pride within the area.

(g) To encourage and promote the preservation of the environment and the upkeep of all land in the area and in particular the clearing and cutting of vegetation on vacant land.

(h) To endeavour to minimize any adverse effect on residents of Mandalay of industrial activity being carried on or which could be carried on outside Mandalay.

(i) The raising of funds in pursuance of these objects and such other objects as the Association may from time to time decide.

(j) To co-operate with the Brisbane City Council and any other authority and, where deemed necessary, to submit constructive proposals in the furtherance of the objects of the organisation.

(k) To confer or co-operate with any other organisation having similar aims in the furtherance of its objects.

CLASSES OF MEMBERS.

4. The members of the organisation shall consist of ordinary members, life members and/or honorary members.

MEMBERSHIP.

5. (a) The number of ordinary members, honorary members and of life members shall be unlimited.

(b) Subject to this constitution any person who is the registered proprietor of land within Mandalay, or is a resident of Mandalay, or is a nominated representative of an organisation within Mandalay, and who is not less than 18 (eighteen) years of age shall be eligible to become a member of the organisation upon payment or tender to the organisation of his or her annual subscription for the current financial year.

LIFE MEMBERS.

6. (a) The organisation may from time to time, at any annual or general meeting, determine the fee to be paid by any member desiring to compound for his annual subscription and to become a life member of the organisation.

(b) Any ordinary member upon payment of the fee as determined by paragraph (a) shall be entitled to become a life member having all the privileges appertaining to an ordinary member of the organisation without payment of the annual subscription. Save as aforesaid a life member shall be subject to all the provisions of this constitution.

(c) The criteria for determining admission to "life" membership shall be a long period of membership and performance of service to the association above and beyond that expected of ordinary membership.

HONORARY MEMBERS.

7. (a) The committee in its discretion and by a majority of 75% of all members of the committee may confer honorary membership of the organisation upon any person for life. Such an honorary member shall not have the right to vote at any meeting of the Association and shall not be required to pay any Annual Subscription.

(b) The criteria for determining admission to honorary membership shall be of having a long term interest and assistance to the association where the individual is not eligible for membership to the association,

ANNUAL SUBSCRIPTION.

8. (a) Subject to clause (b) of this clause 8 of this Constitution the annual subscription for each financial year shall be \$10.00 per member, or such other sum or sums in lieu thereof as the members at any annual or general meeting may from time to time determine.

(b) Notwithstanding the provision of clause (a) of this clause 8 of this Constitution where 2 (two) members reside in Mandalay, as husband and wife (lawful or otherwise) then the annual subscription for each shall be one half of the amount specified or determined under clause (a) of this clause 8.

(c) The annual subscription shall be payable in advance on the first day of July in every financial year after which no resignation, termination or forfeiture of membership shall exempt a former member from payment of the current year's subscription.

(d) A financial member at any material time is a member who is not then indebted to the organisation in respect of any annual subscription or levy or other payment whatsoever.

(e) Not less than fourteen days 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.

(f) A member who is in arrears with his annual subscription for 3 (three) calendar months shall be deemed to have forfeited his membership but the Committee or on appeal from an adverse decision of the Committee the members may reinstate him on payment of the amount due.

ADMISSION AND REJECTION OF ORDINARY MEMBERS,

9. (a) The application for membership shall be in such form and shall contain such particulars as the Committee may from time to time reasonably prescribe.

(b) The application form shall be deposited with the Secretary with the applicant's Annual Subscription for the current financial year.

(c) Admission to ordinary membership shall be by election of the Committee, or, upon appeal, by the members. At the Committee meeting next following the payment or tender to the Treasurer of the annual subscription for the current financial year as provided by this Constitution, the Committee shall consider the application of each applicant and shall elect or reject him/her as a member. Any applicant who received a majority of the votes of the members of the Committee present at the meeting at which his or her application is being considered shall be declared elected by the Chairperson as an ordinary member.

(d) Upon the election or rejection of an application for membership the Secretary shall forthwith give to him/her notice in writing of such election or rejection.

(e) The manner by which such notice shall be given shall be determined by 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.

APPEAL AGAINST REJECTION OF MEMBERSHIP.

10. (a) A person whose application for membership has been rejected may, within one month after receiving written notification of such rejection, appeal against the decision of the Committee to a general meeting of the members of the Association held for the purpose of determining that appeal.

(b) Notice in writing of his/her intention to appeal shall be given to the Secretary.

(c) The Committee shall convene such a general meeting so that the general meeting is held within three months of the date of receipt by the Secretary of a notice to appeal, at a time suitable to the majority of members to attend thereat.

(d) At such meeting the appellant shall be given the opportunity to fully present their case either orally or in writing or partly by one of these means and partly by the other and the Committee of those members thereof who rejected the application shall subsequently likewise have the opportunity of presenting their case. The appeal shall be determined by the vote of the majority of the financial members present at the meeting.

(e) Where a person, whose application is rejected, does not within the time prescribed by this Constitution, appeal against the decision of the Committee, or so appeals but his appeal is unsuccessful, the Secretary shall refund to him/her the amount of the annual subscription paid to the Secretary.

TERMINATION OF MEMBERSHIP.

11. A member may resign from the organisation at any time by giving notice in writing to the Secretary. Such resignation shall only take effect at the time when 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.

12. (a) If a member:

(i) is convicted in a Court of Law of an indictable offence; or

(ii) fails to comply with any of the provisions of this Constitution; or

(iii) conducts himself or herself in a manner considered to be injurious or prejudicial to the character or interests of the organisation the committee shall consider whether his/her membership shall be terminated.

the member concerned shall be given a full and fair opportunity of presenting their case and if the Committee resolves to terminate their membership they shall instruct the Secretary to advise the member accordingly. The member may, within one month after receiving such written notification, appeal to a general meeting of members.

(b) Notice in writing of their intention to appeal shall be given to the Secretary.

(c) The Committee shall convene a general meeting so that such meeting is held within three months of the date of receipt by the Secretary of a notice of intention to appeal, at a time suitable to the majority of members to attend thereat.

(d) At such meeting the appellant shall be given the opportunity of fully presenting his/her case either orally or in writing or partly by either of these means and the Committee or those members thereof who intend to terminate his/her membership shall subsequently likewise have the opportunity of presenting its or their case.

(e) The appeal shall be determined by the vote of a majority of the financial members present at that meeting.

(f) Where a person, whose membership the Committee intends to terminate, does not appeal against the decision within the time provided by this Constitution, or so appeals but his/her appeal is unsuccessful, the membership of that person shall thereupon be deemed to be terminated.

REGISTER OF MEMBERS.

13. (a) The Committee shall cause a register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the organisation and the dates of admission.

(b) Particulars shall also be entered of resignations, terminations and reinstatement of membership and any further particulars as the Committee or the members at any annual or general meeting may require from time to time.

(c) The Register of Members shall be open for inspection at all reasonable times by any financial member who previously applied to the Secretary for such inspection.

MANAGEMENT.

14. The general control and management of the administration of the organisation shall be by a "Committee of Management" consisting of a President, Vice-President, Secretary, Treasurer and such number of the Committee members not being less than 3 (three) nor more than 6 (six) as the members of the organisation at any annual general meeting may from time to time appoint.

15 (a) At the annual general meeting of the organisation, all the members of the Committee for the time being shall retire from office, but shall be eligible for re-election,

(b) The election of officers and other members of the Management Committee shall take place in the following manner:-

(i) Any two members of the Association shall be at liberty to nominate any other member to serve as an officer or other member of the Management Committee;

(ii) 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 days before the annual general meeting at which the election is to take place;

(iii) 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 Association for at least seven days immediately preceding the annual general meeting.

(iv) 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;

(v) 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.

16. (a) Any member of the Committee may resign at any time from membership of the Committee by notice in writing delivered to the Secretary but such resignation shall only take effect at the time when such notice is received by the Secretary unless some later date is specified in the notice when it shall take effect on that later date or he/she may be removed from office at a general meeting of the organisation convened for that purpose.

(b) At any such general meeting the member shall be given the opportunity to fully present his/her case either orally or in writing or partly by either of these means. The question of removal shall be determined by the vote of the majority of the financial members present at such general meeting.

VACANCIES ON COMMITTEE.

17. (a) Should any member of the Committee without reasonable excuse absent himself or herself from 3 (three) or more consecutive meetings of the Committee, the Committee may declare their membership of the Committee vacant.

(b) The Committee shall have power to appoint a financial member who may or may not then be a member of the Committee to fill any casual vacancy on the Committee until the next general meeting.

(c) Where a member of the Committee is so appointed, then the Committee may fill the vacancy caused by such appointment by a financial member who is not then a member of the Committee.

(d) Every member so appointed shall retire at the next general meeting but shall be eligible for election as a member of the Committee at such meeting.

(e) The Committee shall have the power to appoint any financial member to be an additional member of the Committee without first obtaining the consent of the annual general meeting for a time determined by the Committee such time not being later than the next annual general meeting but at any particular time there shall be not more than two such additional members as members of the Committee. Each such additional member may be appointed to any office on the Committee and have the respective rights and duties of such office.

FUNCTIONS OF THE COMMITTEE.

18 (a) Except as otherwise provided by this constitution and subject to resolutions of the members of the organisation carried at any annual or general meeting the Committee:-

(i) shall have the general control and management of the administration of the affairs, property and funds of the organisation; and

(ii) shall have authority to interpret the meaning of this Constitution and any matter relating to the organisation on which this Constitution is silent.

(b) The Management Committee may exercise, all the powers of the Association:-

(i) to borrow or raise or secure the payment of money in such manner as the members of the Association 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 Association in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities;

(ii) 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 Association, and to provide and pay off any such securities; and

(iii) to invest in such manner as the members of the Association may from time to time determine.

MEETINGS OF THE COMMITTEE.

19. (a) The Committee shall meet at intervals to be decided by the Committee, but which shall not exceed 2 months to exercise its functions.

(b) A special meeting of the Committee shall be convened by the Secretary on the requisition in writing of not less than 3 (three) members of the 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.

(c) At Management Committee meetings a quorum shall consist of simple majority of the numbers of members on the Management Committee

(d) 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.

(e) 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.

(f) Subject as previously provided in this Rule, the Committee may meet together and regulate its proceedings as it thinks fit:

(g) Provided that questions arising at any meeting of the Committee shall be decided by a majority of votes and in the case of equality of votes on any question or at any meeting of the Committee the question shall be deemed to be decided in the negative.

(h) Not less than 24 (twenty-four) hours notice shall be given to members of the Committee of any special meeting of the Committee.

ANNUAL GENERAL MEETINGS OR GENERAL MEETINGS.

20. (a) Subject to this Constitution, the annual general meeting shall be held after the end of each financial year.

(b) The business to be transacted at every annual general meeting shall be:

- (i) the receiving of the Committees report and the balance sheet and statement of accounts for the preceeding financial year;
- (ii) the receiving of the auditor's report upon the books and accounts for the preceeding financial year;
- (iii) the election of members of the Committee;
- (iv) the appointment of an auditor;
- (v) all items raised by notice of the agenda, and consideration of other items of general business, except in the instance of items of major business considered by more than one third of the constitutional quorum to require a notice of motion prior to detailed debate or a motion being voted upon.

(c) In such instances the matter can be ordered by the A.G.M. to be listed as a matter of urgency for the first meeting of the newly elected committee, or to be a subject for discussion at a general meeting to be called by the committee at the request of the A.G.M."

21. At the annual general meeting or a general meeting 10 (ten) members shall constitute a quorum.

22. The Secretary shall:-

when directed to do so by the Committee; or

- (i) upon being given a requisition in writing signed by not less than 3 (three) members of the Committee or not less than 10 (ten) ordinary members and clearly stating the purpose for which the general meeting is desired; or
- (ii) upon being given a notice in writing of appeal against the decision of the Committee to reject an application for membership or of intention to terminate the membership of any person;

convene a general meeting of members.

23. (a) The Secretary shall convene the annual general meetings of the organisation by giving not less than fourteen days notice of such meetings.

(b) The Secretary shall convene general meetings of the organisation by giving not less than seven days notice of such meeting.

(c) The Secretary shall, upon instruction from the Committee, convene "open public meetings" by giving adequate notice of such meetings, for which all residents of Mandalay, whether they be members or non-members, will be invited. At such meetings, voting rights will be restricted to financial members.

(d) The manner by which such notice is given shall be determined by the Committee.

- (e) Such notice shall also include a notice of agenda setting out all notices of motion.
- (f) All notices of motion to be placed on the agenda must be received by the Secretary at least 5 (five) days before the time that the Secretary is required to give any notice of meeting. In such case the Secretary shall place such notice on the agenda.
- (g) Unless otherwise provided by this Constitution, at every annual and general meeting, and every open public meeting:-
- (i) the president shall be chairperson and in their absence the vice-president shall be chairperson and in the absence of both the president and the vice-president a chairperson shall be elected by resolution of a majority of the financial members present at the meeting.
 - (ii) the chairperson shall maintain order and conduct the meeting in a proper and orderly manner.
 - (iii) every question, matter or resolution shall be decided by a majority of votes of the financial members present.
 - (iv) every financial member present shall be entitled to one vote and in the case of an equality of votes the Chairman shall have a second or casting vote: Provided that no financial member shall be entitled to vote at any general meeting if his annual subscription is in arrears at the date of the meeting.
 - (v) voting shall be by show of hands or a division of members, unless not less than 10 (ten) financial members present demand a ballot, in which event there shall be a secret ballot.
 - (vi) The chairperson shall appoint two members to conduct the secret ballot in such manner as he/she shall determine and the result of the ballot as declared by the chairperson shall be deemed to be the resolution of the meeting at which the ballot was demanded.

RECORDING OF MINUTES.

24. The Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee, general meeting, and every open public 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 Chairperson of that meeting or the Chairperson of the next succeeding Management Committee meeting verifying their accuracy.

Similarly, the minutes of every general meeting or open public meeting shall be signed by the Chairperson of that meeting or the Chairperson of the next succeeding general meeting or open public meeting: Provided that the minutes of any annual general meeting shall be signed by the Chairperson of that meeting or the Chairperson of the next succeeding general meeting or annual general meeting.

BY-LAWS.

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

ALTERATION OF CONSTITUTION,

26. Subject to the provisions of the Association Incorporation Act 1981, these rules 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 Honourable the Minister for Justice.

FINANCES.

27.

(a) The powers of the Association are:-

(i) To manage the funds and other assets and the liabilities of the present incorporated association known as "the Mandalay Progress Association Inc";

(ii) To subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Association provided that the Association shall not subscribe to or support with its funds any club, association or organisation 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 Association under or by virtue of rule 27(k);

(iii) In furtherance of the objects of the Association to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Association or persons frequenting the Association's premises;

(iv) 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 connexion with, any of the objects of the Association: Provided that in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts;

(v) 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 Association; to obtain from any such Government or Authority any rights, privileges and concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, right, privileges and concessions;

(vi) 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 Association;

(vii) 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 association, or in or about the incorporated association or promotion of the incorporated association or in the furtherance of its objects;

(viii) 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 Association'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;

(ix) To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit; subject where applicable to Regulations 32 (14) of the Collections Regulations 1975

(x) To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate;

(xi) In furtherance of the objects of the Association 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;

(xii) 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 moneys 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 association's property or assets present or future and to purchase, redeem or pay-off any such securities;

(xiii) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments;

(xiv) In furtherance of the objects of the Association 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 Association;

(xv) 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 Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchases and others;

(xvi) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Associations but subject always to the proviso in sub-rule (iv);

(xvii) 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 contribution to the funds of the Association, in the shape of donations, annual subscriptions or otherwise;

(xviii) To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects;

(xix) In furtherance of the objects of the Association to amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the Association 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 Association under or by virtue of rule 27(k);

(xx) In furtherance of the objects of the Association 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 Association is authorised to amalgamate;

(xxi) In furtherance of the objects of the Association to transfer all or any part of the property, assets, liabilities and engagements of the Association to any one or more of the incorporated associations with which the Association is authorised to amalgamate;

(xxii) To make donations for patriotic, charitable or community purposes;

(xxiii) To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged;

(xxiv) 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 Association.

(b) The funds of the organisation shall be deposited in the name of the organisation in such bank or building society as the Committee may from time to time direct.

(c) Proper books and accounts shall be kept and maintained showing correctly the financial affairs of the organisation and the particulars usually shown in books of a like manner.

(d) All moneys shall be deposited as soon as practicable after receipt of them.

(e) All amounts of \$50.00 or over shall be paid by cheque signed by any two of the president, vice-president, secretary or treasurer.

(f) Cheques shall be crossed "not negotiable" except those in payment of wages, allowances or petty cash recoupments which may be open.

(g) The Committee shall determine the amount of petty cash which shall be kept on the imprest system.

(h) Accounts for payment shall be presented and passed at a Committee meeting.

(i) As soon as practicable after the end of each financial year the treasurer shall cause to be prepared a statement of-assets and liabilities and statement of income and expenditure and a balance sheet for the financial year just ended.

(j) All such statements shall be examined by the auditor who shall present his report upon such audit 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,

(k) No honorarium shall be granted to any person from, the funds of the organisation and no dividend shall be paid to, and no income or property of the organisation shall be distributed amongst the members.

(k) The income and property of the Association 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 Association provided that nothing herein contained shall prevent the payment of good faith of interest to any such member in respect of moneys advanced by him to the Association or otherwise owing by the Association to him or of remuneration to any officers or servants of the Association or to any member of the Association or other person in return for any services actually rendered to the Association 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 Association or reasonable and proper rent for premises demised or let to the Association.

COMMON SEAL.

28. The Mangement 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.

DOCUMENTS.

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

FINANCIAL YEAR.

30. (a) The financial year of the Association shall close on the 30th day of June in each year.

(b) The transitional financial year will be 29th day February 2012 to 30th day of June 2013.

DISSOLUTION.

31 (a) The organisation shall be dissolved -

(i) if the membership is less than three persons; or

(ii) if a resolution to that effect is carried by a vote of a three-fourths majority of the financial members present at a general meeting convened to consider the question.

(b) The property and other assets of the organisation remaining after the payment of all expenses and other liabilities shall be handed over to some other organisation or organisation (having similar objects or in part similar objects) and exempted under the provisions of section 78(1) (a) of the Income Tax Assessment Act as the majority of members present at such general meeting, by resolution, may decide.