

Launceston Historical Society Inc.

Constitution

NAME OF THE ASSOCIATION

1. The name of the Association shall be the LAUNCESTON HISTORICAL SOCIETY INC. (in these rules called "the Association").

INTERPRETATION

2. (1) In these rules unless the contrary intention appears – "committee" means the committee of management of the Association; "general meeting" means a general meeting of members convened in accordance with rule 13; "ordinary committeeman" means a member of the committee to whom paragraph (b) of sub-rule (1) of rule 23 relates.

(2) 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.

(3) Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretations Act 1931 and the Act as in force on the date on which these rules are adopted by the Association.

ASSOCIATION'S OFFICE

3. The office of the Association shall be at the Community History Branch of the QUEEN VICTORIA MUSEUM & ART GALLERY or such other place as the committee may, from time to time, determine.

OBJECTS & PURPOSES OF THE ASSOCIATION

4. (1) In this rule, "basic objects of the Association" means:
 - (i) the bringing together of persons with an interest in history and historical matters,
 - (ii) the fostering of an understanding of the history of Launceston, the Tamar Valley & nearby districts, and
 - (iii) the publication of works and papers having an historical interest.
 - (iv) the protection, preservation and promotion of the heritage of Launceston and its environs.
(2) In addition to the basic objects of the Association, the objects and purposes of the Association 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 purposes of the Association;
 - (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 objects or purposes of the Association;

- (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 Association;
- (e) the taking of such steps from time to time as the committee or the members in general meeting may deem expedient for the purpose of procuring contributions to the funds of the Association, whether by way of donations, subscriptions, or otherwise;
- (f) the printing and publishing of such newspapers, periodicals, books, leaflets or other documents as the committee or the members in general meeting may think desirable for the promotion of the objects and purposes of the Association;
- (g) the borrowing and raising of money in such a way and on such terms as the committee may think fit or as may be approved or directed by resolution passed at a general meeting;
- (h) subject to the provisions of the Trustee Act 1898, the investment of any moneys of the Association 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 Section 78 (1) (a) 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 Association and their dependants, and the granting of pensions, allowances, or other benefits to servants or past servants of the Association and their dependants, and the making of payments towards insurance in relation to any of those purposes;
- (k) the establishment and support, or Aiding in the establishment or support, of any other association formed for any of the basic objects of the Association;
- (l) the purchase or acquisition and undertaking, of all or any part of the property, assets, liabilities and engagements of any association with which the Association may at any time become amalgamated in accordance with the provisions of the Act and the rules of the Association; and the doing of all other such lawful things as are incidental or conducive to the attainment of the basic objects of the Association or of any of the objects & purposes as specified in the foregoing provisions of this sub-rule.

MEMBERSHIP OF ASSOCIATION

5. (1) There shall be two classes of members, viz. ordinary members and honorary life members.

(2) A person who has applied for ordinary membership is eligible to become a member of the Association on payment of the annual subscription prescribed in, or fixed under, these rules.

An application for membership –

- (a) shall be in writing by completing a membership form; and

(b) shall be lodged with the Treasurer of the Association with the sum payable as the first year's subscription.

As soon as practicable after the receipt of a membership form and upon receipt of the sum payable, the new member's name shall be entered in a register of members to be kept by a committee member, whereupon he/she becomes a member of the Association. (Amended: 21 April 2012)

(3) (a) Honorary life membership shall be awarded as recognition of a member's outstanding contribution to the achievement of the objectives of the Association and/or service to the Association as holder of an office or membership of the committee over a long period.

(b) Any two members may nominate any other member to receive the award. The nomination shall be in writing, setting out details of the nature of the person's achievements & contributions.

(c) All nominations, together with the detailed submissions, must be signed by both nominees, and must be lodged with the Secretary on or before the first day of February.

(d) Before the annual general meeting, the committee shall consider all nominations for the award and shall compile a list of all nominees, together with its recommendations on each nomination, for presentation to members attending the annual general meeting. Where the committee decided to recommend against the granting of the award, it shall advise the nominators in writing, giving the reasons for the decision, and requesting the withdrawing of the nomination. If the nomination is not withdrawn, the committee must advise the nominee, in writing, of its actions.

(e) At the annual general meeting the nominations for the award shall be placed before the meeting, and a vote on each nomination shall be taken in such form and manner as the chairman shall decide.

(f) An honorary life member will thereafter be a full member of the Association without payment of any subscription, and will be entitled to receive each issue of the association's newsletter.

(4) A member may at any time resign from the Association by delivering or sending by post to the Secretary a written notice of resignation.

(5) The Secretary shall remove the name of a member who has died or resigned from the register of members, whereupon that member ceases to be a member of the association.

(6) A right, privilege, or obligation of a person by virtue of his membership of the Association –

(a) is not capable of being transferred or transmitted to another person; and

(b) terminates upon the cessation of his membership, whether by death, resignation, or otherwise.

(7) In the event of the Association being wound up –

(a) every member of the Association; and

(b) every person who within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association;

is liable to contribute to the assets of the Association for payment of the debts or liabilities of the Association and for the costs, charges, and expenses of the winding up and for the adjustment of the rights of the contributories among themselves such sum, not exceeding ten dollars as may be required, but a former member is not liable so to contribute in respect of any debt or liability of the Association contracted after he ceased to be a member.

INCOME & PROPERTY OF THE ASSOCIATION

6. (1) The income and property of the Association, however derived, shall be applied solely towards the promotion of the objects and purposes of the Association and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise, to any member of the Association.

(2) The Association shall not –

(a) appoint a person who is a member of the committee to any office in the gift of the Association to the holder of which there is payable any remuneration by way of salary, fees, or allowances; or

(b) pay to any such person any remuneration or other benefit in money or money's worth (other than the payment of out-of-pocket expenses).

(3) Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of the Association of

(a) remuneration in return for services actually rendered to the Association by the servant or member or for goods supplied to the Association by the servants or members in the ordinary course of business;

(b) interest at a rate approved by the committee for moneys lent to the Association by the servant or member; or

(c) a reasonable and proper sum for the use of any premises or other property made available to the Association by the servant or member.

ACCOUNTS OF RECEIPTS, EXPENDITURE, ETC

7. (1) True accounts shall be kept –

(a) of all sums of money received and expended by the Association and the matter in respect of which the receipt of expenditure takes place; and

(b) of the property, credits and liabilities of the Association, and subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Association for the time being, those accounts shall be open to the inspection of the members of the Association.

(2) The Treasurer of the Association shall faithfully keep all general records, accounting books, and records of receipts and expenditure connected with the

operations and business of the Association in such form and manner as the committee may direct.

(3) The accounts, books and records referred to in sub-rules (1) and (2) of this rule shall be kept at the Association's office or at such other place as the committee may decide.

BANKING & FINANCE

8. (1) The Treasurer of the Association shall, on behalf of the Association, receive all moneys paid to the Association and forthwith after the receipt thereof issue official receipts therefor.
- (2) The committee shall cause to be opened with such bank as the committee selects a banking account in the name of the Association into which all moneys received shall be paid by the Treasurer as soon as possible after receipt thereof.
- (3) The committee may receive from the Association's bank or bankers for the time being the cheques drawn by the Association 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 Association.
- (4) Except with the authority of the committee, no payment of a sum exceeding two dollars shall be made from the funds of the Association otherwise than by cheque drawn of the Association's bank account, but the committee may provide the Treasurer and Secretary 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.
- (5) No cheques shall be drawn on the Association's bank account except for the payment of expenditure that has been authorised by the committee.
- (6) All cheques, drafts, bills of exchange, promissory notes, and other negotiable instruments shall be signed by the Treasurer or in either case such other member or members of the committee as the committee may nominate for the purpose.

AUDITOR

9. (1) At each annual general meeting of the Association, the members present shall appoint a person as the auditor of the Association.
- (2) A person appointed shall hold office until the annual general meeting next after that at which he is appointed, and is eligible for re-appointment.
- (3) The first auditor of the Association may be appointed by the committee before the first annual general meeting, and if so appointed, shall hold office until the first annual general meeting, 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 annual general meeting.
- (4) If an appointment is not made at an annual general meeting the committee shall appoint an auditor of the Association for the then current financial year of the Association.

(5) Except as provided in sub-rule (3) of this rule the auditor may only be removed from office by special resolution.

(6) If a casual vacancy occurs in the office of auditor during the course of a financial year of the Association, the committee may appoint a person as the auditor and the person so appointed shall hold office until the next succeeding annual general meeting.

AUDIT OF ACCOUNTS

10. (1) Once at least in each financial year of the Association, the accounts of the Association shall be examined by the auditor.

(2) The auditor shall certify as to the correctness of the accounts of the Association and shall report thereon to the members present at the annual general meeting.

(3) In his report, and in certifying to the accounts, the auditor shall state –

(a) whether he has obtained all information required of him;

(b) whether in his opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the Association according to the information at his disposal and the explanations given to him and as shown by the books of the Association; and

(c) whether the rules relating to the administration of the funds of the Association have been observed.

(4) The Secretary of the Association shall cause to be delivered to the auditor a list of all the accounts, books and records of the Association.

(5) The auditor –

(a) has a right of access to the accounts, books, records, vouchers and documents of the Association;

(b) may require from the servants of the Association such information and explanations as may be necessary for the performance of his duties as auditor;

(c) may employ persons to assist him in investigating the accounts of the Association; and

(d) may, in relation to the accounts of the Association, examine any member of the committee or any servant of the Association.

ANNUAL GENERAL MEETING

11. (1) The Association shall, in each year, hold an annual general meeting.

(2) The annual general meeting shall be held on such day (being not later than three months after the close of the financial year of the Association) as the committee may determine.

- (3) The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- (4) The annual general meeting shall be specified as such in the notice convening it.
- (5) The ordinary business of the annual general meeting shall be –
 - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
 - (b) to receive from the committee, auditor, and servants of the Association reports upon the transaction of the Association during the last preceding financial year;
 - (c) to elect the officers of the Association and appoint the ordinary committeemen;
 - (d) to appoint the auditor and determine his remuneration; and
 - (e) to determine the remuneration of servants of the Association.
- (6) The annual general meeting may transact special business of which notice is given in accordance with these rules.
- (7) All general meetings other than the annual general meeting shall be called special general meetings.

SPECIAL GENERAL MEETING

- 12. (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 ten members, convene a special general meeting of the Association.
- (3) A requisition for a special general meeting shall state the objects of the meeting and shall be signed by the persons making the requisition and deposited at the office of the Association and may consist of several documents in the like form, each signed by one or more of the requisitionists.
- (4) If the committee does not cause a special general meeting to be held within twenty-one days from the date on which a requisition therefore is deposited at the office of the Association, 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.
- (5) A special general meeting convened by requisitionists in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the committee, and all reasonable expense incurred in convening the meeting shall be refunded by the Association to the persons incurring them.

NOTICES OF GENERAL MEETING

- 13. The Secretary of the Association shall, at least fourteen days before the date fixed for holding a general meeting of the Association, cause to be inserted in at least one newspaper published in this State an advertisement specifying the place, day, and

time for the holding of the meeting, and the nature of the business to be transacted thereat.

BUSINESS & QUORUM OF GENERAL MEETINGS

14. (1) All business that is transacted at special general meetings and all business that is transacted at the annual general meeting, with the exception of that specially referred to in these rules as being the ordinary business of the annual general meeting, shall be deemed to be special business.
- (2) 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 that item.
- (3) Fifteen members personally present (being members entitled under these rules to vote thereat) constitute a quorum for the transaction of the business of a general meeting.
- (4) If within one hour of 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 week, at the same time and (unless another place is specified by the chairman at the time of the 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.

PRESIDENT TO PRESIDE AT GENERAL MEETING

15. (1) The President, or in his absence, the Vice-President, or in the absence of both the President and the Vice-President, any Vice-President, shall preside as chairman at every general meeting of the Association
- (2) If the President and Vice-President are both absent from a general meeting, the members present shall elect one of their number to preside as chairman thereat.

ADJOURNMENT OF GENERAL MEETING

16. (1) 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.
- (2) Where a meeting is adjourned for fourteen days or more, the like notice of the adjourned meeting shall be given as in the case of the original meeting.
- (3) Except as provided in the foregoing provisions of this rule, it is not necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

DETERMINATION OF QUESTION ARISING AT GENERAL MEETINGS

17. 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 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 of the Association is evidence of the matters stated in the entry, without further proof.

VOTES

18. (1) Upon any question arising at a meeting of the Association, a member has one vote only.
- (2) All votes shall be given personally.
- (3) 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.

MAKING OF POLL

19. 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.

WHEN POLL TO BE TAKEN

20. A poll that is demanded on the election of a chairman, or on 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.

AFFAIRS OF THE ASSOCIATION TO BE MANAGED BY THE COMMITTEE

21. (1) The affairs of the Association shall be managed by a committee of management constituted as provided in rule 23.
- (2) The committee –
 - (a) shall control and manage the business and affairs of the Association;
 - (b) may, subject to these rules, exercise all such powers and functions as may be exercised by the Association, other than those powers and functions that are required by these rules to be exercised by general meetings of the Association;
 - (c) subject to the Act 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 Association;
 - (d) shall approve the annual report of the Association before its presentation to the annual general meeting or elsewhere;
 - (e) arrange the archiving or other suitable preservation of the annual report, and such other documents and materials as the committee from time to time may prescribe.

OFFICERS OF THE ASSOCIATION

22. (1) The officers of the Association shall be –
 - (a) a President;

- (b) a Vice-President;
- (c) a Treasurer; and
- (d) a Secretary.

(2) The provisions of sub-rules (2), (3) and (4) of rule 24, so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices mentioned in sub-rule (1) of this rule.

(3) Each officer of the Association shall hold office until the annual general meeting next after the date of his election but is eligible for re-election.

(4) In the event of a casual vacancy in any office mentioned in sub-rule (1) of this rule, the committee may appoint one of its members or a member of the Association to the vacant office, and the member so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of his appointment.

CONSTITUTION OF THE COMMITTEE

23. (1) The committee shall consist of –

(a) the officers of the Association; and

(b) seven other members, all of whom shall be elected at the annual general meeting of the Association in each year.
(Amended: 14 March 1998)

(2) Each ordinary committeeman shall, subject to these rules, hold office until the annual general meeting next after the date of his election, but is eligible for re-election.

(3) In the event of a casual vacancy occurring in the office of ordinary committeeman, the committee may appoint a member of the Association to fill the vacancy, and the member so appointed shall hold office, subject to these rules until the conclusion of the annual general meeting next following the date of his appointment.

ELECTIONS OF NUMBER OF COMMITTEE

24. (1) Nominations of candidates for election as officers of the Association or as ordinary committeemen-

(a) shall be made in writing signed by two 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 Secretary of the Association at least ten days before the date fixed for the holding of the annual general meeting.

(2) 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.

(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.

(4) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.

(5) The ballot for the election of officers and ordinary committeemen shall be conducted at the annual general meeting in such usual and proper manner as the committee shall direct.

VACATION OF AN OFFICE

25. For the purposes of these rules, the office of an officer of the Association or of an ordinary committeeman becomes vacant if the officer or committeeman –

(a) dies

(b) becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his creditors, or makes an assignment of his estate for their benefit;

(c) becomes of unsound mind;

(d) resigns his office by writing under his hand addressed to the committee;

(e) ceases to be resident in the State;

(f) fails, without leave granted by the committee, to attend three consecutive meetings of the committee;

(g) ceases to be a member of the Association; or

(h) fails to pay all arrears of subscription due by him within fourteen days after he has received a notice in writing signed by the Secretary stating that he has ceased to be a financial member of the Association.

MEETINGS OF THE COMMITTEE AND OF SUB-COMMITTEES

26. (1) The committee shall meet at least ten times each year at such place and at such times as the committee may determine.

(2) Special meetings of the committee may be convened by the President, or any four of its members.

(3) Notice shall be given to members of the committee of any special meeting, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.

(4) Any six members of the committee constitute a quorum for the transaction of the business of a meeting of the committee. (Amended 14 March 1998)

(5) No business shall be transacted 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 shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting, in which case it lapses.

(6) At meetings of the committee –

- (a) the President, or in his absence the Vice-President; or
 - (b) if the President and the Vice-President are both absent, such one of the remaining members of the committee as may be chosen by the members present shall preside.
- (7) Questions arising at meetings of the committee or of any sub-committee shall be determined on a show of hands or, if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.
- (8) Each member present at a meeting of the committee or of any sub-committee (including the person presiding at the meeting) is entitled to one vote and, in the event of any equality of votes on any question, the person presiding may exercise a second or casting vote.
- (9) Written notice of each committee meeting shall be served on each member of the committee by delivering it to him at a reasonable time before the meeting or by sending it by post in a prepaid letter addressed to him at his usual or last-known place of abode in time to reach him in due course of post before the date of the meeting.

DISCLOSURE OF INTEREST ON CONTRACTS etc

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

SUBCOMMITTEES AND EXECUTIVE COMMITTEE

28. (1) The committee may at any time appoint a sub-committee from the committee as it may think fit and shall prescribe the powers and functions thereof.
- (2) The committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not those persons are members of the Association, but a person so co-opted is not entitled to vote.
- (3) Three appointed members of a sub-committee constitute a quorum at a meeting of a sub-committee.
- (4) The Secretary of the Association is responsible for calling meetings of a subcommittee.
- (5) Written notice of each sub-committee meeting shall be served on each member of the sub-committee by delivering it to him at a reasonable time before the meeting or by sending it by post in a prepaid envelope addressed to him at his usual or last-

known place of abode in time to reach him in due course of post before the date of the meeting.

(6) The President, the Vice-President, the Treasurer, and the Secretary constitute an executive committee, which may issue instructions to the Secretary and the servants of the Association in matters of urgency connected with the management of the affairs of the Association 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.

ANNUAL SUBSCRIPTION

29. (1) The annual subscription payable by members shall be such sum as may be fixed from time to time by the General Committee.

(2) The amount of the annual subscription may be altered from time to time by the members by special resolution.

(3) The annual subscription of a member is due and payable on or before the date of the annual general meeting.

FINANCIAL YEAR

30. The financial year of the Association is the period beginning on the 1st January in each calendar year, and ending on the 31st of December of the same year.
(Amended: 21 April 2012)

NOTICES

31. A notice may be served by or on behalf of the Association upon any member either personally or by sending it through the post in a pre-paid letter addressed to the member at his usual or last-known place of abode.

EXPULSION OF MEMBERS

32. (1) Subject to this rule, the committee may expel a member from the Association if, in the opinion of the committee the member has been guilty of conduct detrimental to the interests of the Association.

(2) The expulsion of a member pursuant to sub-rule (1) of this rule does not take effect –

(a) until the expiration of fourteen days after the service on the member of a notice under sub-rule (3) of this rule; or

(b) if the member exercises his right of appeal under this rule, until the conclusion of the special general meeting convened to hear the appeal, whichever is the later date.

(3) Where the committee expels a member from the Association, the Secretary of the Association shall, without undue delay, cause to be served on the member a notice in writing –

(a) stating that the committee has expelled the member;

(b) specifying the grounds for the expulsion; and

(c) informing the member that if he so desires he may, within fourteen days after the service of the notice on him, appeal against the expulsion as provided in this rule.

(4) A member on whom a notice under sub-rule (3) of this rule is served may appeal against the expulsion to a special general meeting by delivering or sending by post to the Secretary of the Association, 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 appeal.

(5) Upon receipt of a requisition under sub-rule (4) of this rule, the Secretary shall forthwith notify the committee of its receipt and the committee shall thereupon cause a special general meeting of the members to be held within twenty-one days after the day on which the requisition is received by the Secretary.

(6) At a special meeting convened for the purpose of this rule –

(a) no business other than the question of the expulsion shall be transacted;

(b) the committee may place before the meeting details of the grounds for the expulsion and the committee's reasons for the expulsion;

(c) the expelled person shall be given an opportunity to be heard; and

(d) the members present shall vote by secret ballot on the question whether the expulsion should be lifted or confirmed.

(7) 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 membership of the Association.

(8) If at the special general meeting a majority of the members present vote in favour of the confirmation of the expulsion, the expulsion takes effect.

(9) A person who is expelled ceases to be a member of the Association.

DISPUTES

33. (1) Subject to this rule, a dispute between a member of the Association, in his capacity as a member, and the Association shall be determined in such manner as the parties in the dispute may agree and in default of agreement by arbitration in accordance with the provisions of the Commercial Arbitration Act 1986

(2) Nothing in this rule affects the operation or effect of rule 32.

AMENDMENTS TO THE CONSTITUTION

34 (1) Amendments to the constitution shall be made only at an Annual General Meeting or a Special General meeting provided that notice of the proposed amendments has been given to members.

(2) Amendments to the constitution shall only be passed by a majority of not less than three-quarters of those members present and entitled to vote.

(3) Any member of the Society wishing to amend the Constitution shall lodge the amendments in writing with the Executive for considerations.

(4) All members shall be notified in writing of the proposed amendments fourteen days before the Annual or Special General Meeting is held.

SignedPresident

Signed.....Secretary

Date.....

In the custody of the Secretary.....