

PR 00013

THE COOPER PEXY

PROGRESS AND MINERS' ASSOCIATION INCORPORATED.

RULES AND REGULATIONS.

12th AUG 1977

NAME: The name of the association is THE COOBER PEDY PROGRESS AND MINERS' ASSOCIATION INCORPORATED (hereinafter referred to as "the Association").

OBJECTS: The objects and purposes of the Association are:-

- (1) To promote the welfare of residents of Coober Pedy Opal Fields (hereinafter called "the said fields") and to obtain improvement in the living conditions and community services on the said fields, and to promote and to conduct such services.
- (2) To promote and improve a community centre for the said fields.
- (3) To promote recreation and amusements, to conduct dances and socials and to promote and encourage education, literature and to conduct a non-profit library on the said fields.
- (4) To encourage and support medical and dental services and first-aid assistance on the said fields.
- (5) To publish such magazines, periodicals and reports as may be determined from time to time.
- (6) To receive and accept all donations, endowments and gifts of money, land, stocks, hereditaments, funds, shares, securities and any other assets whatsoever, and to raise money for any purpose of the Association.
- (7) To affiliate with any body whether incorporated or not having the same or any one or more similar objects and to appoint representatives to any such body.
- (8) To assist, or concur in the establishment of any other association having none or more similar objects.
- (9) To exercise all the powers subject to the provisions of The Association's Incorporation Act 1956 or any statutory amendment thereof referred to in Section 21(1) of the Association's Incorporation Act 1956.
- (10) To do all such things and acts as may be calculated to attain or assist in the attainment of all or any or the above objects as the Association in their absolute discretion may decide.

MEMBERSHIP: Membership of the Association shall be open to any person over the age of 16 years who is a permanent resident of the said fields. No person shall be admitted to membership without the approval of the Committee of Management. Any person who is refused admission to membership of the Association shall have right of appeal against such refusal at the General Meeting next held. Each applicant for membership shall, forthwith after approval of his application for membership by the Committee of Management sign the membership register, which shall be maintained by the Secretary of the Association.

4. COMMITTEE: (1) The control of the affairs of the Association shall be vested in a Committee of Management (hereinafter called "the Committee") consisting of a President, two Vice Presidents a Secretary, an Assistant Secretary and ten other members.

The Committee and the President for the time being of the Association shall be elected by the Association in general meeting, and all other office bearers shall be elected by the Committee.

Seven members of the Committee shall retire in each second year (commencing at the Annual General Meeting of the Association to be held in 1977) and in alternate years eight members of the Committee shall retire (commencing at the Annual General Meeting of the Association to be held in 1978). The Committee shall, if it deems fit, be entitled to pay the Secretary for his services. The Committee shall be entitled, in its absolute discretion either to elect or to employ a Treasurer.

- (2) Any member of the Association who is entitled to vote at meetings of the Association shall be eligible for election to the Committee. All nominations for election to the Committee of Management shall be in writing and shall be submitted to the Secretary not less than one day prior to the date of the Annual General Meeting on nomination forms provided by the Secretary at least fourteen days prior to the Annual General Meeting providing that if insufficient nominations are received then nominations may be made from the floor of such Annual General Meeting.
- (3) A retiring member of the Committee shall be eligible for re-election.
- (4) Voting for the Committee shall be by secret ballot and decided on the basis of first past the post.
- (5) Casual vacancies shall be filled by the Committee and the nominee shall hold office until the annual general meeting.

5. MEETINGS OF THE COMMITTEE:

- (1) The Committee shall meet at such times as it sees fit but at least once each month.
- (2) The quorum at meetings of the Committee shall be eight.
- (3) Failure to attend three consecutive meetings without valid excuse by a Committee man renders his position vacant.

- (4) Committee meetings shall be presided over by the President or in his absence, a Vice President or in the absence of all three, by a Chairman elected from the other members of the Committee.
- (5) The Secretary shall keep a record of members present at Committee meetings and minutes of all meetings of the Committee and the Association. He shall attend to all correspondence as directed.
- (6) The Treasurer shall perform all duties relating to financial affairs of the Association and shall be responsible for the payment of all accounts.
- (7) The Treasurer shall keep a true and accurate record of all moneys received and paid by the Association.
- (8) Forthwith upon the election or employment of a new Treasurer, the Committee and the Treasurer shall meet to confer and decide upon a system for the collection and payment of moneys. Such system shall be recorded in the minutes.
- (9) The Treasurer shall present to the Committee a statement of income and expenditure at the expiration of every second month. An annual report and financial statement shall be made to each Annual General Meeting by an auditor nominated by the Committee, and such auditor shall present the report and financial statement in conjunction with the Treasurer.

POWERS OF THE COMMITTEE

The management of the affairs of the Association shall be vested in the Committee which shall have power generally but subject to any direction at a General Meeting to carry out and give effect to the Objects of the Association and the provisions of the Constitution, but without limiting the generality of the foregoing.

- (1) The formation of Standing Orders of the Association to be applicable to such meetings as the Committee determines.
- (2) The establishment of such Committees or sub-committees as the Management Committee may determine.
- (3) Control, supervise or manage any business or undertaking established for the benefit of the Association.
- (4) The collection, retention and disbursement of the funds of the Association.
- (5) Nothing contained in these Rules shall empower the Committee to acquire or replace any capital asset valued at more than \$4,000 or to dispose of any capital asset valued at more than \$1,000 or to enter into any negotiations in respect of the acquisition, replacement or disposal of any land or buildings without the prior approval of a majority of two thirds of the members present and voting at a General Meeting of the Association called for the purpose of considering such acquisition, replacement, disposal or negotiations therefor.

MEETINGS OF THE ASSOCIATION:

- (1) The Annual General Meeting of the Association shall be held in the month of July in each year at such a time and place as the Committee shall determine.
- (2) The business of the Annual General Meeting shall include:-
 - (a) The Annual Reports of the Committee
 - (b) The Election of that portion of the Committee retiring through the effluxion of times.
 - (c) The election of a President.
 - (d) The nomination of Auditors
 - (e) The consideration of other matters duly brought before the Meeting.
- (3) Other General Meetings of the Association shall be held monthly or at such other times as the Committee shall determine, or by a requisition signed by not less than one hundred members and handed to the Secretary.
- (4) General Meetings shall be called by the publication in such a manner as the Committee shall from time to time determine by the Secretary giving 5 days clear notice of the date, time and place of such meeting.
- (5) Fifty members of the Association shall form a quorum at a General Meeting of the Association. In the event of no member of the Committee being present, the convenor thereof may appoint a Chairman and obtain from the Secretary, the minute books of the Association.
- (6) Persons other than members may attend and speak at General Meetings but shall have no power to propose or second motions or to vote.

8. VOTING AT ASSOCIATION MEETINGS:

- (1) No member shall be entitled to vote at any meeting of the Association until the expiration of one month from the date on which the member signed the membership register.
- (2) All resolutions shall be decided by a show of hands unless any member present and voting at the meeting requires that any resolution be decided by ballot.
- (3) A recount of votes shall be made if the majority of members present and voting at the meeting so requires. The recount of votes shall be made and completed on the same day as the original vote is taken. The Secretary shall keep a record of all voting and ballots.
- (4) The Chairman may, in the case of an equality of votes, give the casting vote.
- (5) All voting for positions declared vacant at the Annual General Meeting shall be conducted by secret ballot.

9. STANDING ORDERS

- (1) The Committee may formulate Standing Orders for the regulation of all meetings.
- (2) In the absence of any regulation or in the case of dispute concerning meeting procedure, the ruling of

the Chairman shall be final and binding.

- (3) The Property of the Association shall be vested in the Committee for the time being and shall be used in furtherance of the objects of the Association as outlined in paragraph 2.
- (4) The Committee shall provide for the safe custody of the Common Seal and the same shall not be used except pursuant to a resolution of the Association in a General Meeting or a resolution of the Committee.
- (5) The Seal shall not be affixed to any document except in the presence of two members of the Committee who shall each subscribe their names as witness to the affixing of the Seal.
- (6) The financial year of the Association shall end on the 31st day of May in each year. The accounts of the Association shall thereupon be presented to the Auditors for audit. The Auditors shall not be members of the Association.
- (7) All moneys received by the Association shall be deposited in an account or accounts at a Bank or Banks determined by the Committee and shall be operated on by any two of the following:-

The President, Vice President, Secretary and Treasurer providing he is a Committee Member.
- (8) Auditors of the Association shall be Chartered Accountants.
- (9) Legal Advisors to the Association shall be retained.

COMMUNITY PROJECTS:

Where the Association resolves at a General Meeting to carry out a community project, it shall also resolve whether this project shall be carried out by voluntary labour or by tender. In the event of a tender being required, tenders shall be called for in writing and submitted to a meeting of the Committee for decision. All contracts shall be in writing and recorded in the Minutes.

DISSOLUTION OF THE ASSOCIATION:

- (1) On application in writing made to the Committee by one third of the registered members signifying their desire that the Association should be dissolved, a Special General Meeting shall be called to consider the question, of which meeting and its objects notice shall be posted in the Association premises and given by circular to every member one month preceding the day of such meeting.
- (2) The quorum required to conduct a meeting convened to consider a Notice of Motion for the dissolution of the Association shall be not less than one half of the total number of registered members entitled to vote at General Meetings. No such resolution for dissolution shall be deemed to have been passed unless the resolution shall have been passed at such meeting by a majority of not less than three quarters of the members entitled to vote and voting at such meeting, whether personally or by absentee votes. Absentee voting forms shall be available from the Secretary and the vote recorded thereon shall be

witnessed by a Justice of the Peace. Absentee votes shall be delivered to the Secretary not later than four days prior to the date of the General Meeting called to consider such Notice of Motion, and shall not be opened until the counting of votes at such meeting. The voting at such meeting shall be conducted by secret ballot

- (3) In the event of the Association being dissolved or wound up, the property of the Association shall be sold by public auction or private tender at the highest figure and the proceeds of such sale, after payment of the just debts of the Association, shall be divided amongst those charitable organisations as selected by the Committee in existence at the time of such dissolution or winding up. Such selection to be at the absolute discretion of such Committee.

2. ALTERATION TO THE RULES:

These Rules of the Association shall only be altered or repealed and a new rule shall only be made by giving Notice of Motion to effect the same stating the reasons at a General Meeting and the Motion shall then be dealt with at the next ensuing General Meeting and shall be carried only if it receives the affirmative of a two thirds majority of the members present at that meeting.