

**CONSTITUTION**  
**OF THE**  
**UNIVERSITY**  
**ENGINEERS' CLUB**



# TABLE OF CONTENTS

TABLE OF CONTENTS .....	i
THE CLUB .....	1
1. NAME AND TERMS.....	1
2. OBJECTS.....	1
3. LOGO.....	2
4. POWERS OF ASSOCIATION.....	2
5. MEMBERS .....	3
6. REGISTER OF MEMBERS OF ASSOCIATION .....	3
7. PATRONS .....	4
8. CLUB POLICY DOCUMENTS.....	4
9. METINGS OF THE CLUB .....	4
10. NOTICE OF GENERAL MEETINGS .....	5
11. PROCEDURE OF GENERAL MEETINGS .....	5
12. RESOLUTIONS PASSED AT GENERAL MEETINGS .....	5
13. MEETINGS OF THE CLUB .....	5
14. COMMUNICATIONS.....	6
15. DEPOSIT AND WITHDRAWAL OF MONIES .....	6
16. COMMON SEAL OF ASSOCIATION .....	6
17. INSPECTION OF RECORDS OF ASSOCIATION.....	7
18. AVAILABILITY OF THE CONSTITUTION.....	7
THE COMMITTEE .....	7
19. ROLES AND OBJECTS .....	7
20. MEMBERSHIP OF THE COMMITTEE.....	8
21. DELEGATIONS AND APPOINTMENTS.....	9
22. SUB-COMMITTEES.....	9
23. ELECTIONS .....	9
24. POSITION REQUIREMENTS.....	10
THE CONSTITUTION.....	11
25. ALTERATION OF THE CONSTITUTION .....	11
MISCLLANEOUS.....	11
27. VACANCIES.....	11
28. REMOVAL OF OFFICE-BEARERS.....	12
29. DUTIES OF THE EXECUTIVE.....	12
30. DUTIES OF OFFICE BEARERS.....	14
31. DISSOLUTION OF THE CLUB.....	14

# THE CLUB

## 1. NAME AND TERMS

### 1.1

The name of the club shall be the University Engineers' Club. It will herein be cited as 'the UEC'.

### 1.2

Herein 'UWA' will refer to The University of Western Australia.

### 1.3

Herein 'The Faculty' will refer to The UWA Faculty of Engineering, Computing and Mathematics.

### 1.4

Herein 'EA' will refer to Engineers' Australia.

### 1.5

In these rules, unless the contrary intention appears –

'department' means the government department with responsibility for administering the *Associates Incorporation Act (1987)*;

'the Act' means the *Associations Incorporation Act 1987*;

'the Association' means the Association referred to in rule 1.1;

'Article' will refer to an Article of this Constitution;

'the Club' means the Association referred to in rule 1.1;

'the Commissioner' means the Commissioner for Fair Trading exercising powers under the ACT;

'Ordinary Members' refers to both Registered and Non-Registered Ordinary Members of the club;

### 1.6

The club's financial year shall run between July 1<sup>st</sup> and June 30<sup>th</sup>.

## 2. OBJECTS

### 2.1

The Mission of the UEC shall be:

To enhance the University experiences for all Members and contribute to their personal, educational and career development.

### 2.2

The objectives of the UEC shall be:

To represent and pursue the educational interests and views of all Members to the Staff of the Faculty and UWA.

To actively encourage and facilitate social and sporting interaction of Members with fellow Members and other students, both within and outside UWA.

To make any contribution deemed desirable to further the educational career development of Members in cooperation with The Faculty and EA.

To represent and pursue the interests of all Members and of the Club to the UWA Student Guild through correspondence with Education Council and other related Guild Departments

To encourage cooperation between the Club and other Organisations with similar or related interests.

To do all such things as appear necessary for the benefit or advancement of the Members of the Club.

To consider all equity concerns when representing the diverse Members of the Club.

### 2.3

In the construction of Objects in 2.2 no one of the Objects shall be deemed to be predominant, and no Object shall be deemed to be subsidiary, to any other.

### 2.4

The property and income of the Association shall be applied solely towards the promotion of the objects of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of those objects.

### 2.5

The Club shall not transmit either directly or indirectly money by way of gift to any person or body not a Member of the Club.

### 2.6

The Club shall act only in the direct interests of the Members.

## 3. LOGO

### 3.1

The UEC logo, as displayed on the cover of this constitution, shall be used to advertise and promote the UEC at social and sporting events and on social and sporting publications and merchandise.

### 3.2

The UEC logo, at the discretion of the UEC Executive, may be chosen not to be used at educational and career events and on educational and career publications and merchandise. In the event the logo is not used, the acronym 'UEC' may be used in its place. No other logo may be used.

### 3.3

Alteration or changing of the logo shall be treated as a constitutional change and as such be conducted according to Article 19.

## 4. POWERS OF ASSOCIATION

### 4.1

The powers conferred on the Association are the same as those conferred by section 13 of the Act, so that subject to the Act and any additions, exclusions or modifications inserted below, the Association may do all things necessary or convenient for carrying out its objects and purposes, and in particular, may –

- a) acquire, hold, deal with, and dispose of any real or personal property;

- b) open and operate bank accounts;
- c) invest its money –
  - i. in any security in which trust monies may lawfully be invested; or
  - ii. in any other manner authorised by the rules of the Association;
- d) borrow money upon such terms and conditions as the Association thinks fit;
- e) give such security for the discharge of liabilities incurred by the Association as the Association thinks fit;
- f) appoint agents to transact any business of the Association on its behalf;
- g) enter into any other contract it considers necessary or desirable
- h) may act as trustee and accept and hold real and personal property upon trust, but does not have power to do any act or thing as a trustee that, if done otherwise than as a trustee, would contravene this Act or the rules of the Association.

## **5. MEMBERS**

### 5.1

Membership of the Club shall consist of:

#### **5.1.1 Registered Ordinary Members**

Registered Ordinary Members shall consist of and be limited to all students enrolled in any unit or major offered by The Faculty, who have filled out a membership form indicating their desire to be considered a member of the club and giving the relevant details as outlined in sub-rule 6.1 to the Secretary.

#### **5.1.2 Non-Registered Ordinary Members**

Ordinary Members shall consist of and be limited to all students enrolled in any unit or major offered by The Faculty, who have not filled out a membership form indicating their desire to be considered a member of the club and giving the relevant details as outlined in sub-rule 6.1 to the Secretary.

#### **5.1.3 Associate Members**

Associate Members shall consist of any student eligible for Ordinary Member status who have elected not to fill out a membership form. Associate Members also include, and are confined to members of staff in the Faculty and past UEC committee members.

#### **5.1.4 Limited Members**

Limited Membership is applied to any person attending an official UEC event. This membership confers no voting rights and extends only for the term of the event.

#### **5.1.5 Life Membership**

The Club in an Annual General Meeting may by two thirds majority of those voting and present confer Honorary Life Membership upon past or present Members of the Club.

## **6. REGISTER OF MEMBERS OF ASSOCIATION**

### 6.1

The Secretary, on behalf of the Association, must comply with section 27 of the Act by keeping and maintaining in an up to date condition, a register of the Ordinary Members of the Association and their postal, residential or email addresses

### 6.2

The register must be kept and maintained at the Secretary's place of residence, UEC Executive office or at such other place as the members at a general meeting decide.

### 6.3

The Secretary should cause the name of a person who ceases to be a member to be deleted from the register of members referred to in sub-rule 5.1.

## **7. PATRONS**

### 7.1

The Club in General Meeting may elect a Patron and so many as four Vice-Patrons who if they indicate their willingness so to act shall hold office for so long as no contrary intention is expressed by the Club in General Meeting or by the Patron or Vice-Patron as the case may be.

## **8. CLUB POLICY DOCUMENTS**

### 8.1

The Club may keep and maintain as many policy documents with which to guide office bearers' actions.

### 8.2

The Secretary is responsible for keeping copies of policy documents and enforcing them within the day to day operations of the club

### 8.3

Policy documents may be changed at any time by a majority vote by committee, with at least 10 general committee members present as well as 3 members of the executive.

## **9. MEETINGS OF THE CLUB**

### 9.1

The Club shall hold its Annual General Meeting at some time as determined by the Committee in the three weeks immediately before the final week of the Second University semester.

### 9.2

The Committee may at any time call a Special General Meeting.

### 9.3

A Special General Meeting shall be called upon receipt by the Secretary of a written request from at least twenty (20) Ordinary Members; and such a General Meeting must be held not later than fourteen (14) days following the receipt of such a request.

### 9.4

Any Ordinary Member may call a Special General Meeting where the Secretary has failed to comply with the Provisions of Article 9.3.

### 9.5

Any business set out in a written request made under Article 1.4 shall have priority over all other business at a Special General Meeting.

## **10. NOTICE OF GENERAL MEETINGS**

### 10.1

The Secretary shall cause written notice of any General Meeting to be posted on all UEC Noticeboards and electronic forums at least ten (10) days before the date appointed for the meeting.

### 10.2

Within seven (7) days of notice pursuant to 10.1 being given any Ordinary Member may submit to the Secretary an item of business for inclusion on the agenda; the Secretary will base priority of inclusion upon the time of receipt.

## **11. PROCEDURE OF GENERAL MEETINGS**

### 11.1

The quorum of a General Meeting shall be 30 ordinary Members.

### 11.2

A motion passed at a General Meeting shall not be invalid by reason of a quorum not being present; provided notice in accordance with Article 10.1 has been given and provided objection is not taken to quorum at the General Meeting.

### 11.3

Article 10.2 does not apply to any motion that proposes to amend the Constitution of the UEC.

### 11.4

In any General Meeting only those Ordinary Members present shall have voting rights.

### 11.5

A resolution shall be deemed to have passed if it receives the support of half the Ordinary Members present and voting plus one at any General Meeting.

### 11.6

Where the number of Ordinary Members that vote for a motion is the same as the number that vote against it, the proposed resolution shall be deemed to have failed.

## **12. RESOLUTIONS PASSED AT GENERAL MEETINGS**

### 12.1

It is the Committee's duty to put into effect any resolution(s) passed at any validly constituted General Meeting that does not prejudice the objectives of the Club.

## **13. MEETINGS OF THE CLUB**

### 13.1

The Executive are responsible for running the Club's meetings in line with the attached Meetings Policy.

## **14. COMMUNICATIONS**

### 14.1

The Club shall use designated UEC Noticeboards and forms of electronic communication, positioned so as to be viewed by as many Members as reasonably possible, to regularly be updated to convey:

- a) notice of Club Meeting
- b) agenda and Minutes of such Meetings
- c) reports of Committee Members
- d) motions to Alter the Constitution
- e) notice of Elections and Nominations, and
- f) any other such information as deemed appropriate by the Committee

### 14.2

The Club shall make provisions for the display of written material posted by Members on the Noticeboards or electronic forums of Article 14.1. Such material need not be sanctioned by the Committee, but must be of direct interest to the Club and its Members and conform to the Objects in 2.2.

### 14.3

All requests for nominations for any appointments to be made by the Club must be displayed at least one (1) week on all UEC Noticeboards and electronic forums before such appointments are made.

## **15. DEPOSIT AND WITHDRAWAL OF MONIES**

### 15.1

All monies due and payable to the Club shall be received by the Treasurer, or a member of the Committee acting on the Treasurer's behalf, who shall lodge them without undue delay into an appropriate bank account for the credit of the Club; provided that the Treasurer may otherwise hold such monies as to enable the day to day running of the Club.

### 15.2

Any Member of the Executive shall be empowered to sign cheques and forms of authority on behalf of the Club for the withdrawal of any money standing to the credit of the Club.

## **16. COMMON SEAL OF ASSOCIATION**

### 16.1

The Association must have a common seal on which its corporate name appears in legible characters.

### 16.2

The affixing of the common seal of the Association must be witnessed by any two of the Executive members of committee.

### 16.3

The common seal of the Association must be kept in the custody of the Secretary or of such other person as the Committee from time to time decides.



## **17. INSPECTION OF RECORDS OF ASSOCIATION**

### 17.1

An Ordinary member may at any reasonable time inspect without charge the books, documents, records and securities of the Association.

## **18. AVAILABILITY OF THE CONSTITUTION**

### 18.1

The Constitution shall be made available at cost within one (1) week to any ordinary member who requests it from a current Executive Officer.

### 18.2

The Executive have the power to make the constitution available to persons or organisations whom they deem appropriate.

## **THE COMMITTEE**

## **19. ROLES AND OBJECTS**

### 19.1

The Committee is the presiding body of the Club. Subject to this Constitution the Committee shall be responsible to the Club in General Meeting for giving effect to the Objects of the Club and for carrying on its everyday business; and with prejudice to the forgoing the Committee shall have power:

- a) To acquire and dispose of property; to dispose of monies; to open banking accounts; and to enter into contracts; provided that the Committee shall not borrow money or incur a net operating deficit (accounts receivable within a year minus accounts payable within a year) on behalf of in the name of the Club to an amount greater than ten thousand (10,000) dollars at any given time.
- b) To make regulations for the orderly and proper management of the affairs of the Club, but so that no such regulation is inconsistent with or repugnant to this constitution.

### 19.2

The Committee shall formulate the annual budget of the Club.

### 19.3

Unless specified otherwise in this Constitution the Committee shall make all delegations and appointments authorised by the Constitution.

### 19.4

Resolutions passed by the Committee shall be binding on all other bodies derived from this Constitution.

### 17.5

The Committee shall act at all times to carry out the objects described in Section 2 of this Constitution to the best of their ability

## **20. MEMBERSHIP OF THE COMMITTEE**

Membership of the Committee shall consist of the Office-Bearers of the Club as set out in 20.1 as well as any additional positions, as set out in 0.

### **20.1**

The Office-Bearers of the Club shall consist of:

President

Vice President – Careers

Vice President - Education

Vice President – Social

Treasurer

Secretary

Mechanical and Chemical Representative – Education

Civil and Resource Representative – Education

Environmental Systems Representative – Education

Electrical, Electronic and Computing Representative – Education

Computer Science and Software Engineering and Mathematics and Statistics Representative – Education

Final Year Representative – Social

Two (2) Undergraduate Representatives – Social

Male First Year Representative – Social

Female First Year Representative – Social

Female Sports Representative

Male Sports Representative

Two (2) Publicity Officers (Publishers of ‘The Highly Esteemed Bend Sinister’)

Merchandise Officer

Webmaster

The Executive have the power to conduct an election to appoint up to four additional members to the committee for the positions deemed necessary by the Executive.

### **20.2**

The election of Office-Bearers shall be conducted in accordance with article 23.

## **21. DELEGATIONS AND APPOINTMENTS**

### 21.1

As provided by this Constitution the Committee may make any appointments, to such positions as may be considered necessary; provided such positions are within the Objects of the Club.

### 21.2

Unless otherwise provided such persons appointed must be Ordinary Members of the Club.

### 21.3

If the Committee is of the opinion that the Objects of the Club are being prejudiced by the actions of any appointed person then they may remove that portfolio holder by passing a motion to that effect with the support of no less than thirteen (13) of the Committee, three (3) of whom must be on the Executive.

## **22. SUB-COMMITTEES**

### 22.1

The Executive, Social and Education sub-committees are subject to the conditions contained in the Sub-Committees policy document.

## **23. ELECTIONS**

### 23.1

Elections shall be conducted in accordance with section 23 of the constitution.

### 23.2

When nominations for any office of the Club are to be called, notice of the commencement date for the subsequent Ballot shall be posted on all UEC Noticeboards seven (7) days before the Ballot date.

### 23.3

General Elections shall be supervised by and the ballot cards counted by at least one Returning Officer appointed for that purpose, who may not be Members of the Club.

### 23.4

In electing committee appointed officers, the newly elected Secretary acts as Returning Officer.

### 23.5

Only Ordinary Members may nominate for any UEC Position.

### 23.6

Nominations for all Office-Bearers named in Article 20.1, except First Year Representatives, Merchandise Officer and Webmaster, shall be taken at the Annual General Meeting.

### 23.7

Ballots shall call for candidates to be ranked in order of the voter's preference. When counting, the returning officer should count votes according to a conventional preferential voting system, and announce a winner when one candidate has received 50% plus 1 of the 1<sup>st</sup> preference votes.

### 23.8

Nominations for all, Merchandise Officer, Webmaster and other positions appointed by the Executive, shall be taken via a closed ballot, to be supervised by the Secretary as Returning Officer. Such elections shall be called some time before the beginning of the subsequent University Semester with nominations closed no later than two (2) days before the scheduled elections.

### 23.9

Nominations for First Year Representatives shall be taken in the first university term via a closed ballot, to be supervised by the Executive. Such elections shall be called no later than the fourth week of the first University term, with nominations closed no later than two (2) days before the scheduled elections.

### 23.10

Each Ordinary Member shall be eligible to vote only for the positions for which they are eligible to nominate for, as described under the Article 24.1, with the exception of Final Year Masters Students, who are eligible to vote on the Executive, Final Year Representative, Sports Representatives and Publications officers.

### 23.11

Candidates may be nominated for more than one office, but if elected to any office they shall not be eligible for elections to any office lower in the list under Article 20.1 of the Constitution

### 23.12

Persons elected shall hold Office from the time of the first Committee Meeting held after the announcement of the election of the new Office Holders, until the time of such similar meeting held in the subsequent year.

## 24. POSITION REQUIREMENTS

### 24.1

Below is an outline of the minimum requirements that need to be satisfied before a student can nominate for or vote for a committee position as outlined in Article 18.1 of the Constitution. **At a minimum, all nominees must be currently enrolled in either a Bachelor of Engineers, Bachelor of Engineering Science or Postgraduate Engineering Masters degree with reasonable intent to be enrolled in either of these degrees for both semesters in the following year.**

Executive Committee – No additional requirements.

Education Representatives - Post-graduate Nominees must be studying within the school they are nominating to represent. Under-graduate Nominees must be taking units from and have an intention to study within that school during their Masters Education.

Final Year Representative – Must be studying a Masters of Professional Engineering or a Bachelor of Engineering and be graduating at the end of the subsequent year.

Penultimate Year Representative - Must be studying a Masters of Professional Engineering or a Bachelor of Engineering and be going into any year except their final year.

Two Undergraduate Representatives – Social (Undergraduate) – Must be studying a Bachelor of Engineering Science or a Bachelor of Engineering and be in any year other than their first.

Male First Year Representative – Social (Undergraduate) – Must be studying a Bachelor of Engineering Science or a Bachelor of Engineering and be in their first year and Male.

Female First Year Representative – Social (Undergraduate) – Must be studying a Bachelor of Engineering Science or a Bachelor of Engineering and be in their first year and Female.

Female Sports Representative – Must be Female.

Male Sports Representative – Must be Male.

Two Publicity Officers (Publishers of 'The Highly Esteemed Bend Sinister') – No additional requirements.

Merchandise Officer– No additional requirements.

Webmaster– No additional requirements.

## 24.2

Requirements for officer positions appointed by the Executive are set by the Executive at the time and must be publicised (if any additional requirements).

## 24.3

In electing Executive appointed officer positions, only presently elected members of the UEC Committee may vote.

# THE CONSTITUTION

## 25. ALTERATION OF THE CONSTITUTION

### 25.1

Any five (5) Ordinary Members of the Club may, not less than seven (7) days before a General Meeting, submit to the Secretary a notice of motion signed by them proposing an alteration to this Constitution.

### 25.2

The Secretary shall cause any notice of motion to be displayed forthwith according to Article 14.1.

### 25.3

The Club in General Meeting may debate and vote upon the motion and any amendments thereto or may defer consideration of such motion to allow further discussion or where necessary conduct a referendum amongst the Ordinary Members.

### 25.4

The motion of any amendment thereto shall not be deemed adopted unless it receives a 75% majority of the Ordinary Members present and voting.

# MISCELLANEOUS

## 26. VACANCIES

### 26.1

Where an Office-Bearer resigns or ceases to hold office for any reason the Committee shall fill the vacancy so created by appointing a person they see fit by way of a majority vote at any committee meeting.

## 26.2

If a vacancy should occur in the third University term, the duties, obligations and responsibilities of the position vacated may be undertaken by the Committee.

## 27. REMOVAL OF OFFICE-BEARERS

### 27.1

If any Office-Bearer shall act or fail to act, in such a fashion, that in the opinion of the Committee, those actions or lack thereof, have prejudiced the Objectives of the Club, and those actions or lack of, have caused detriment, be it monetary or otherwise, to the Club then it is open to the Committee in Meeting to pass an expression of no confidence in that Office-Bearer.

### 27.2

Where an expression of no confidence is passed against an Office-Bearer this shall be deemed notice of a Special Committee Meeting as required under **Error! Reference source not found.**; and priority in the agenda of that meeting shall be given to the removal of the Member.

### 27.3

At a Special Committee Meeting call pursuant to Article 1327.2 it is open to the Committee to pass an expression of no confidence in the Office-Bearer.

### 27.4

Where the Committee has passed an expression of no confidence pursuant to Article 13 the Committee shall vote to remove the Office-Bearer. The Office-Bearer will be deemed to have been removed if thirteen (13) Members of the Committee, three (3) of whom must be Members of the Executive indicate that intention.

### 27.5

Where an Office-Bearer is removed that position shall be declared vacant and the requirements of Article 6 followed.

## 28. DUTIES OF THE EXECUTIVE:

The Executive are expected to manage the strategic direction of the club as well as its day to day operations. The Duties of the Executive Office-Bearers shall be as follows:

### 28.1 PRESIDENT

The role of President is a figurehead and representative of the UEC, as well as an overall organiser of the Club's operations. It shall be the duty of the President:

- (A) To coordinate and supervise the work of the Office-Bearers subject to the authority of the Club in General Meeting.
- (B) To see that all Office-Bearers are conversant with the UEC Constitution and this respective Duties and Responsibilities.
- (C) To act as the Representative of the interests of the Club and its Members where no other such mechanism of representation is specified by the Constitution.
- (D) To generally carry out the policy of the Club.

### 28.2 VICE PRESIDENT – CAREERS

It shall be the duty of the Vice President – Careers:

- (A) To organise and maintain sponsorship

- (B) To coordinate Careers events
- (C) Utilize members of education and social committees to coordinate careers events.

### 28.3 VICE PRESIDENT – EDUCATION

It shall be the duty of the Vice President – Education:

- (A) To coordinate and supervise the Education Committee
- (B) To coordinate and Educational representation and activities relating to education

### 28.4 VICE PRESIDENT – SOCIAL

It shall be the duty of the Vice President – Social:

- (A) To coordinate and supervise the Social Committee.
- (B) To organise Social events.

### 28.5 SECRETARY

It shall be the duty of the Secretary:

- (A) To record proceedings of the Club and the Committee.
- (B) To collect and respond to all inwards correspondence of the Club and;
  - i. To pass on any correspondence to the relevant committee, Office-Bearers or Portfolio Holder of the Club.
  - ii. To produce, with the assistance of the publication officers notices or promotional material for any activity or event run by the Club or any committee of the Club.
  - iii. To manage all UEC Noticeboards and electronic forums according to the provisions of Articles 14.1-3 of the UEC Constitution.
  - iv. To maintain stationary and other office equipment and keep the Club's office in order.
  - v. To undertake other administrative tasks as they arise.
- (C) Comply with responsibilities listed elsewhere in the UEC Constitution
- (D) Unless the members resolve otherwise at a General Meeting, have custody of all books, documents, records and registers of the Association, other than those required to be kept and maintained by, or in the custody of, the Treasurer.

### 28.6 TREASURER

It shall be the duty of the Treasurer:

- (A) to keep proper books of account dealing with the property and finances of the Club and to furnish the Committee with such accounts and information relating to the finances and property of the Club as the Committee may from time to time require.
- (B) to arrange and be responsible for the handling of petty cash and to render an account to each Committee Meeting of the Club.
- (C) to prepare a Financial Statement showing all debits and credits during his or her term of office, for presentation with the auditor's report, to the Annual General Meeting.
- (D) to produce and deliver all necessary books, vouchers and other documents to the person appointed by the Guild Finance Committee for the purpose of conducting an audit, in so far as such persons so require.

- (E) to coordinate and seek out sponsorship for the Club and oversee the drafting on any documents deemed necessary for this.
- (F) comply on behalf of the Association with sections 25 and 26 of the Act with respect to the accounting records of the Association by –
- i. keeping such accounting records as correctly record and explain the financial transactions and financial position of the Association;
  - ii. keeping its accounting records in such manner as will enable true and fair accounts of the Association to be prepared from time to time;
  - iii. keeping its accounting records in such manner as will enable true and fair accounts of the Association to be conveniently and properly audited; and
  - iv. submitting to members at each Annual General Meeting of the Association accounts of the Association showing the financial position of the Association.

## **29. DUTIES OF OFFICE BEARERS**

### 29.1

The Office Bearers of the club are subject to the conditions contained in the Office Bearers Roles and Responsibilities policy document.

## **30. DISSOLUTION OF THE CLUB**

### 30.1

The Association may be dissolved or wound-up by a resolution passed by not less than three quarters of members present at an Annual General Meeting or Special General Meeting called for that purpose.

### 30.2

Notice of Intention to propose such dissolution or winding-up shall be given in writing to the Secretary at least sixty (60) days prior to the meeting.

### 30.3

The Secretary shall make available copies of any proposal to dissolve or wind-up the Association to all Ordinary Members at least thirty (30) days prior to the meeting, and shall cause a notice of such intent to be posted to the appropriate forum at least thirty (30) days prior to the meeting.

### 30.4

Upon the passing of the resolution as referred to in Section 30.1 the final dissolution and disposition of assets shall take place immediately and a Notice of Special Resolution is required to be lodged with the relevant Government Organisation within fourteen (14) days.

### 30.5

If upon the dissolution or winding-up of the Association there remains after the satisfaction of all its debts and liabilities any property or assets whatsoever, the same shall not be paid to, transferred or distributed amongst the members of the Association, but shall be given or transferred to:- some other body (or bodies) incorporate having objectives similar to those of the Association, an which body or bodies shall prohibit the distribution of their income or property amongst their members, provided that the members of the Association so determine at the time of dissolution or winding-up.

### 30.6

If effect cannot be given to the payment or distribution in accordance with Section 30.5 such distribution shall be made to the Cancer Foundation of Western Australia.