

## **Adventure 4WD Club of WA Constitution**

### **NAME**

1. The name of the club shall be the "Adventure 4WD Club of WA" hereinafter referred to as "the Club".

### **OBJECTS**

2. To establish, maintain and conduct a Club of an educational, recreational, social and non-political character and fostering:
  - a. Safe and intelligent "on" and "off" highway driving.
  - b. Active support for the conservation of the natural environment.

### **POWERS**

3. The Club has the power to do all such things as are necessary, incidental or conducive to the attainments of the objects of the Club.

### **MEMBERSHIP**

4. Membership of the Club shall consist of the following classes:
  - a. Full Members
  - b. Honorary Members
5. Full membership shall be open to persons or groups of persons or families who satisfy the Committee that they are the owners or users of a four wheel drive vehicle.
6. Honorary membership shall be open to any person appointed by the Committee subject to the conditions laid down by the Committee.
7. Full membership shall be dependent on the member paying subscriptions as determined from time to time at the Annual General Meeting or at a Special General Meeting.
8. Applications for membership shall be made in such form and such manner as the Committee may from time to time prescribe and every applicant for membership shall make an undertaking to be bound by the Rules and Constitutions of the Club.
9. The Club, its Officers, or Members, shall accept no responsibility whatsoever for the safety or any member of the Club or Visitor present or taking part in any activity of the Club, regardless of the cause of any accident or injury. The personal safety of any member or visitor shall be their sole responsibility.

10. The Committee may refuse any application for membership without assigning any reason therefore.

### **CESSATION OF MEMBERSHIP**

11. Membership shall expire on the last day of the Club's financial year.
12. Membership may be withdrawn from any member of the Club if, in the opinion of the Committee, the member has acted in a manner incompatible with the objects of the Club. Notice in writing must be given to the member concerned at least one week before a General Meeting. Such General Meeting must confirm the withdrawal of membership by the 51% majority of votes.
13. Any membership may withdraw from the Club by giving notice in writing to the Secretary subject, however, to the payment of any monies and return of any Club property due to the Club from the member.
14. A person, who from any cause whatsoever, ceased to be a member of the Club shall not have any claim, monetary or otherwise upon the Club, its funds or property.
15. Membership shall be forfeited if a member ceases to own or drive a four wheel drive vehicle within a reasonable period of time as determined by the committee.

### **GENERAL MEETING**

16. A General Meeting shall usually be held once each calendar month at such time and place as the Committee may determine.
17. The Annual General Meeting will be held in the month of July each year and shall be held on the same night as the normal monthly General Meeting.
18. No business shall be transacted at any General Meeting unless a Quorum of members is present, save as herein otherwise provided. 25% of Full Membership shall be a quorum.
19. If within fifteen minutes from the time appointed for a General Meeting, a quorum is not present, the meeting shall stand adjourned to the next month and if at the adjourned meeting a quorum is not present within fifteen minutes from the time appointed for the meeting, the members present shall be a quorum.
20. The President, or if the President is absent, the Vice President shall preside as the Chairman at every General Meeting. If both the President and Vice President are absent or if they choose not to act as Chairman, the members present shall choose one of their numbers to act as Chairman.
21. Unless otherwise resolved by the meeting, questions arising at any meeting shall be decided by a show of hands.

22. In the case of equality of votes, the Chairman of the meeting shall exercise a deciding vote.
23. At any General Meeting the voting rights of members shall be as follows:
  - a. Full Members: 1 vote (if the membership is joint or family membership, then they shall only be entitled to one vote).
  - b. Honorary Members: No voting rights.

## **GOVERNMENT**

24. The Club shall be governed by a Committee consisting of:
  - a. President
  - b. Vice President
  - c. Secretary
  - d. Treasurer
  - e. Environmental Officer
  - f. Trip Co-ordinator
  - g. Up to 2 other members.
25. All Committee members shall retire at each Annual General Meeting.
26. Any Full Member shall be eligible for election to the Committee.
27. Committee members will be elected at each Annual General Meeting. Each candidate for each position can be nominated by any Full Member.
28. Vacancies occurring on the Committee shall be filled at the next General Meeting.
29. Committee Meetings may be held at such time and place and frequency as the Committee determines.
30. A quorum for a Committee Meeting shall be four (4) or more Committee members and no business shall be transacted at any Committee Meeting unless a quorum is present.
31. A Committee member may retire from the Committee by giving notice in writing to the Secretary and such notice will take effect on receipt of the notice by the Secretary.
32. A Committee member's position on the Committee shall be vacant if:
  - a. The member resigns from the Committee;

- b. The member resigns from the Club;
  - c. The member is absent from three consecutive Committee meetings without leave of absence;
  - d. Four (4) or more Committee members elect to expel the member from the Committee.
33. Questions arising at any Committee meeting shall be decided by a majority of votes. In the case of quality of votes, the Chairman shall have a deciding vote.
34. The President or if absent, the Vice President shall be Chairman of any Committee meeting. If both are absent, or if being present chooses not to be Chairman, the Committee shall choose one of their numbers to be Chairman.

### **POWERS OF THE COMMITTEE**

35. The conduct and procedure of all meetings and all elections shall be as prescribed by the Committee.
36. The Committee shall have the power to deal with all matters and transact any business that may affect the Club or its members.
37. The Committee shall cause minutes to be kept in a form reproducible on paper for the purpose of recording: Any electronic minutes shall be adequately protected and backed up.
- a. All resolutions and proceedings at each Committee meeting and the names of all Committee members present at each meeting; and
  - b. All resolutions and proceedings at all General Meetings.
38. The Committee shall cause proper accounts to be kept with respect to:
- a. All sums of money received and expended by the Club and the manner in respect of which the receipt and expenditure took place.
  - b. The Assets and Liabilities of the Club.
39. The accounts shall always be open to the inspection of any Full Member of the Club. The Committee shall determine to what extent the books are open to inspection by any other person.
40. At each Annual General Meeting, the Committee shall submit to members a report which shall contain a summary of the activities of the Club since the last Annual General Meeting and an audited financial statement for the financial year.
41. The President and Vice President are the only people to make public comment on behalf of the Club.

### **FINANCIAL**

42. The Club shall be a non-profit organisation.
43. Auditors shall be appointed each year by the members at the Annual General Meeting to audit the accounts of the Club.
44. The Club's financial year shall be 1<sup>st</sup> July to 30<sup>th</sup> June inclusive.
45. The Treasurer shall receive all monies on behalf of the Club and shall account for the same to each General Meeting.
46. All monies shall be expended to allocated towards specific projects.
47. No member shall undertake any obligations or incur any charges to the Club.
48. The income and property of the Club shall be vested to the Club and shall be applied solely for the promotion of its objects and no part thereof shall be paid or otherwise transferred directly or indirectly by way of divided, bonus or other means of pecuniary profit to the members provided that remuneration may be paid in good faith to Committee members and servants of the Club, or other persons or members of the Club in return for services incurred on behalf of the Club.

#### **COMMON SEAL**

49. Upon becoming an incorporated body, the Committee shall have a Common Seal for the Club and shall provide for the custody thereof. The seal shall not be used or affixed to any document except by the authority of the Committee and every document to which such seal is affixed shall be countersigned by at least two members of the Committee.

#### **CONSTRUCTION OF THE CONSTITUTION**

50. In the event of any questions arising as to the construction of any of the foregoing rules or as to any matter not provided for by these rules, the Committee shall have the power to decide the same and its decision shall be final.

#### **ALTERATION OF CONSTITUTION**

51. This Constitution may be altered, added to, or repealed at any Annual General Meeting or at a Special General Meeting, provided that notice of the proposed alteration, addition or repeal shall have been notified to all members at least 25 days prior to the General Meeting and the same shall have been passed and approved by at least two thirds of the member votes of those members present and voting at such meeting.
52. The Committee shall have the power from time to time to make such rules not inconsistent with this Constitution as in the opinion of the Committee are necessary and desirable for the proper control, administration and management of the Club's operations, finances, affairs, interests, effects and

property and for the contributions, duties, obligations and responsibilities of the members and to amend or rescind from time to time any such rules.

### **DISSOLUTION**

53. The Club may be dissolved or wound up by a resolution at a Special General Meeting called for such purpose provided 60 days written notice of intent is given to all financial members.
54. A two thirds majority of members present is required to dissolve or wind up the Club.
55. Upon dissolution or winding up of the Club, all club assets shall be sold, and accounts closed and any monies belonging to the Club shall be donated to a Registered Charity of the member's choice or body of similar aims as the Club.