

RULES AND CONSTITUTION

Version 1.2 - Approved at AGM 12/04/23



Table of Contents

Table of Contents	2
1. Name & Definitions:	3
2. Visions for the Club:	3
3. Membership:	3
4. Termination of Membership:	5
5. Expulsion of Members:	5
6. Membership Subscriptions:	5
7. Management:	6
8. Election of Committee:	7
9. Powers of the Committee:	7
10. By-Laws:	8
11. Committee Meetings:	8
12. Quorum:	8
13. Annual General Meeting:	8
14. Extraordinary General Meetings:	9
15. General Meetings:	9
16. Voting:	9
17. Notice of Meeting:	9
18. Amendment of Constitution:	9
19. Funds:	9
20. Accounts:	10
21. Audit:	10
22. Dissolution:	10
23. Forfeiture of Rights:	10
24. Club Property:	10

1. Name & Definitions:

1.1 The name of the club shall be "Heritage Nissan Canberra Region" (hereafter referred to as "The Club")

1.2. A Nissan is defined as any vehicle manufactured by the Nissan Motor Corp. and sold as a Nissan. If necessary the Committee shall decide on the interpretation of this definition in relation to any vehicle.

1.3 A Nissan powered vehicle is defined as any vehicle originally manufactured with an engine supplied by Nissan Motor Corp. If necessary the Committee shall decide on the interpretation of this definition in relation to any vehicle.

2. Visions for the Club:

2.1 To promote, organize and conduct within the Club and with other motor vehicle clubs, events such as: rallies, tours, trials, competitions, exhibitions, social functions and other similar events.

2.2 To promote friendship and courtesy on the road and the Club may after consultation with Club members affiliate with Motorsport Australia as a 'Sporting' club.

2.3 To assist members of the Club in the maintenance, restoration and enhancement of club members' vehicles.

2.4 To provide and maintain a social media profile concerning the activities and interests of the club.

2.5 To apply for registration as a company of incorporated association.

3. Membership:

3.1 Membership Qualifications:

3.1.1 The person must not have been previously expelled from the Club due to a breach of conduct.

3.1.2 The minimum age for any Member shall be sixteen (16) years of age at time of joining.

3.1.3 The minimum age for a Committee Member shall be twenty-one (21) years of age at time of election.

3.2 The membership shall consist of the following classes:

3.2.1 Full Members - Being persons that own a Nissan, or Nissan powered vehicle, of any age, which are of display condition. There is no restriction on the age of the vehicle.

3.2.2 Associate Members - Being persons that do not own a Nissan or Nissan powered vehicle, but show an interest in such vehicles.

3.2.3 Life Members - Being such persons elected in accordance with the club rules.

3.2.4 Honorary Members - Honorary Membership may be conferred on non-members by The Committee for a period not exceeding three calendar months in any twelve-month period.

3.5 Membership applicants for all classes except Life Members shall apply in writing on the prescribed form.

3.6 Every membership application shall be accompanied by the relevant subscription fees.

3.7 All members shall be approved by unanimous vote of the Committee of the club. The Committee may decline any membership application for any reason.

3.8 Successful applicants shall be furnished with a copy of these rules upon request. All members shall agree to abide by them.

3.9 Associate members:

3.9.1 Associate Members can only apply for a Committee role under the unanimous vote of the current Committee.

3.9.2 No new Associate Members will be admitted if the total number of Associate Members exceeds 15% of Full Members or as agreed upon by the Committee.

3.10. Life Members:

3.10.1 A Life Member is a person who has rendered significant service to the club.

3.10.2 Life Members must be nominated and their membership status confirmed by vote at the next Annual General Meeting.

3.10.3 For Life Membership to be conferred on a Member, a unanimous vote of the Committee and a three quarter (3/4) majority vote of Ordinary members present at the AGM shall be required.

3.10.4 A Life Member shall not be liable for annual subscriptions fees.

4. Termination of Membership:

4.1 Any member may resign their membership of the club by giving notice in writing to any member of the executive committee.

4.2 Any member over six months in arrears with a subscription shall cease to be a member of the club.

4.3 A member may be expelled from the club in accordance with the disciplinary rules of the club set out in Article 5 (Expulsion of Members).

5. Expulsion of Members:

5.1 If any member shall refuse or neglect to comply with any of the rules or by-laws of the club or shall be guilty of conduct which, in the opinion of the committee is harmful in nature to the character or interests of the Club or other Members or their property, any committee member may call upon such member to make an explanation either in writing or by personal attendance before a meeting of the committee specially called for the purpose and if, after considering the matter at such meeting, including the explanation (if any) offered by the member concerned, at least two-thirds of the committee present are of the opinion that the charge has been sustained, the committee may, by the affirmative vote of a two-thirds majority, expel such member. The Committee shall, in writing, advise the member concerned of its decision.

6. Membership Subscriptions:

6.1 All members except Life Members and Honorary Members are required to pay an annual subscription fee.

6.2 Subscription rate increases for all classes of membership shall be determined at the Annual General Meeting by vote.

6.3 All subscription fees shall be utilised solely for the benefit of the club (Not for profit).

6.4 Membership is for One (1) full year and expires on the date of issuance by the Membership Coordinator.

6.5 A single financial member will be issued a single subscription, with the subscribing members name, member number, and expiry date.

7. Management:

7.1 The affairs of the Club shall be managed by the Executive Committee (hereafter referred to as "The Committee") consisting of the following roles:

7.1.1 President - The President shall be the Chairman of all meetings. Should the President be unavailable, the Vice President or another Committee member may assume the role of Chairman. The President will provide assistance to all other Committee roles as necessary.

7.1.2 Vice President - The Vice President may assume the role of chairman in the President's absence. The Vice President will provide assistance to all other Committee roles as necessary.

7.1.3 Secretary - The Secretary shall conduct the correspondence of the Club and subject to the control of the Committee, shall have the custody of all documents belonging to the Club. He or she shall keep full and correct minutes of all proceedings of the Club and of the Committee. All notices issued by the club shall be issued by the Secretary.

7.1.4 Treasurer - It is the duty of the Treasurer to receive all money payable to the club. The Treasurer shall deposit and withdraw all funds from a bank account in the name of the club. The Treasurer shall keep records of club accounts and prepare an annual statement of accounts and balance sheet of the club to present to each AGM. The financial records may be made available to club members if so requested.

7.1.4 Membership Coordinator - A register of the members shall be kept by the Membership Coordinator and shall contain names, addresses and joining date and any other information deemed relevant by the Membership Coordinator. Members shall notify the Membership Coordinator of any changes in information contained in the register.

7.1.5 Events Coordinator - A calendar of upcoming events shall be maintained by the Events Coordinator, including lists of attending members at each event.

7.1.6 Merchandise and Media Coordinator - Responsible for maintaining social media imaging and club pages and also organising club merchandise for members and the general public.

7.1.7 Webmaster- Responsible for maintaining the website.

7.1.8 Other members, as shall be decided upon at the AGM.

7.2 The Committee shall be elected at the AGM and shall hold office for a period of twelve months. The whole of the Committee shall retire at the end of each twelve months and shall be eligible for re-election.

7.3 The President may allocate assistants as necessary, subject to approval of the Committee. These assistants may be Full, Associate, Life or Honorary members.

7.4 The Committee is empowered to carry out on behalf of the Club all matters authorized under these rules.

7.5 The Committee may appoint sub-Committees when required.

7.6 To be eligible for a Committee role, a Member must be a part of the club for at least 12 months.

7.7 An Associate member can only apply for a Committee role under the unanimous vote of the current Committee members.

7.8 The Committee may interpret any ambiguities in these rules as they see fit but in doing so will set a precedent which must be followed.

8. Election of Committee:

The election of members of the Committee shall take place in the ensuing manner at the Annual General Meeting -

8.1 Any financial member of the club may nominate a member to serve on the committee and must be seconded by a separate financial member. A vote for each Committee position shall be done by a secret ballot from financial members present at the AGM.

8.2 If there are no new nominations for a Committee role, that role shall be deemed casually vacant.

8.3 Any casual vacancy on the committee may be filled at the remaining committee's discretion.

9. Powers of the Committee:

9.1 The Committee shall have power to make and publish any by-laws for the improved management and control of the club which is not consistent with this Constitution.

9.2 The Committee shall have the power to invite any other person to attend Committee meetings who may be of assistance to them in a professional and skilled manner for their advice or guidance for which they've been asked to attend the meeting.

9.3 The Committee in addition to the powers hereinafter specifically conferred upon them shall have the control of the finances of the club, power to engage, control and dismiss the club servants and all such administrative powers as may be necessary to properly carry out the objectives of the club in accordance with these rules.

10. By-Laws:

The Committee is empowered to make, repeal and amend such by-laws as they consider necessary for the proper conduct of the Club. By-laws made as aforesaid shall have effect until otherwise determined by the Committee or at an AGM or Extraordinary General Meeting (EGM) of the club. In particular, but not exclusively, such by-laws may provide for and regulate -

10.1. The method whereby Honorary Members may be elected to membership and the Committee and method of election of a committee to manage their affairs.

10.2 The admission of visitors to meetings and benefits of the club and fees to be paid by such visitors.

10.3 The provision of fines for the breach of any by-law or expulsion of club members.

10.4 Generally all matters as are commonly the subject matter of rules, regulations or by-laws of a club.

11. Committee Meetings:

11.1 The Committee shall meet at their discretion whenever the need arises over any matter by either a) formal in person meeting with all Committee Members being given adequate notice to attend or b) conduct meeting via online chat/email or similar means to attend to any club matter.

11.2 Any Committee Member refusing to attend Committee Meetings or discussion regarding any matter without apology or just cause shall thereby render himself liable to exclusion from that office or Committee, by the Committee.

12. Quorum:

12.1 At an AGM or EGM, a quorum shall be by no less than two (2) Committee Members and any number of ordinary members.

13. Annual General Meeting:

13.1 The Annual General Meeting (AGM) of the Club shall be held on a date determined by the committee, at which time the Annual Report, Balance Sheet and Auditor's report shall be presented, and elections held for the Committee.

14. Extraordinary General Meetings:

14.1 The Committee may call an EGM when any question of urgent importance arises.

15. General Meetings:

15.1 At all General Meetings (GM) no less than (2) of the Committee and any financial members present shall form a quorum.

15.2 General Meetings shall be held once per calendar month.

16. Voting:

16.1 At all meetings, i.e. AGM, EGM and GM, every Full or Life Member shall be entitled to one vote. In cases of equal voting the Chairperson shall have the casting vote except in elections.

16.2 All votes will be of an open nature.

17. Notice of Meeting:

17.1 At least 21 days clear notice of intention to convene an EGM or an AGM shall be given by the Secretary to all members. Any notice of motion intended to be put to the meeting and shall be delivered to the Secretary not later than 21 days prior to the date fixed for the meeting, and shall be included with the notice for the Meeting.

18. Amendment of Constitution:

18.1 The constitution may be amended at an EGM or a AGM convened, provided that the amendment is approved by at least two-thirds of the members present and voting at the meeting, and provided that this Article shall not empower the Club to amend this Constitution as far as it refers to the provisions set out in Articles 19 (Funds) and 23 (Dissolution).

19. Funds:

19.1 The funds of the Club shall be banked in the name of the club, and the bank account shall be operated upon by any two of the President, Vice President or Treasurer.

19.2 The Club is prohibited from making any distribution to its members, whether in money, property or otherwise of any assets. This shall not prevent reimbursement of authorised out of pocket expenses by members, incurred in facilitating the objectives of the Club.

20. Accounts:

20.1 All accounts for payment shall be presented to the Committee for consideration prior to passing for payments.

20.2 All payments from the club accounts greater than annual membership fee shall be approved by committee.

21. Audit:

21.1 An Auditor or Auditors shall be elected at each AGM, and it shall be his/her or their responsibility to examine all accounts, vouchers, receipt books, etc, and furnish a report thereon at the AGM. Audits shall be conducted at regular intervals of 12 months.

22. Dissolution:

22.1 The club shall be dissolved in the event of the membership being less than 3 persons.

22.2 The club may be dissolved voluntarily by a three quarter (3/4) majority vote of the members present at an EGM convened to consider such a question.

22.3 Proxy votes will be allowed at such EGMs provided the Committee verifies them.

23. Forfeiture of Rights:

23.1 Any member, in accordance with the rules or otherwise, ceasing to be a member of the club, shall forfeit all such rights to, or claim upon the Club, or its property as he otherwise would have by reason of membership.

24. Club Property:

24.1 No member shall take away or permit to be taken away from the Club under any pretext any newspaper, pamphlet, book, or other article being the property of the Club.

24.2 No member shall damage or permit to be damaged any article being the property of The Club.

24.3 The Committee may permit such articles to be borrowed by a member as it sees fit.