



STANDING RESOLUTIONS of the Asquith Mixed Probus Club (Inc.)

Club Number 9003799

Accreditation Number 2414 dated 2 October 2008.

Incorporation Number INC9890687 dated 19 January 2009.

1. The Club shall be managed by a set of Standing Resolutions approved and adopted by members.
2. The Club shall be managed by a Management Committee (herein after called 'The Committee'), consisting of a President, Vice-Presidents (2) (incl. President Elect) Secretary and Treasurer.

A maximum of 10 Committee Members shall be appointed to be responsible for Guest Speakers, Visits & Entertainment, Membership, Club Bulletin & Publicity, Welfare and such other activities as may be decided from time to time by the Club. The immediate Past President shall be a member, ex officio, of the Committee with full voting rights.

In the event of the President Elect being unable to assume Presidential Office at the Annual General Meeting the committee is empowered to accept nominations from members who have previously served on the Committee for presentation to the Annual General Meeting.

3.
 - (a) The Management Committee is authorised to appoint a Probus Liaison Officer (with email access to allow communication with PSPL) at the Annual General Meeting, or the April committee meeting following. The Secretary will normally operate as the Liaison Officer.
 - (b) The Management Committee is authorised to appoint an Assistant Secretary and Assistant Treasurer.
 - (c) The Treasurer and one other of the delegated officers of the Management Committee (including the Electronic Funds Transfer Officer) appointed by the Management Committee are authorised to use Electronic Funds Transfer (EFT) banking system for Club accounts.
4. The Club shall meet
 - monthly
 - at 10.30 am
 - on the first Thursday of each month
 - at [Asquith Golf Club Ltd.](#)
5. The Club may meet at another time, on another day, or at another venue by decision of the members.
6. The maximum membership of the Club shall be [150 members](#).
7. It has been established that a membership balance of not more than 60% of any one gender is important for the future viability of a Mixed Probus Club. To that end, priority of admission as members will be given to applicants who will contribute towards that gender balance. Exceptions to this principle (e.g. the partner of a member) will be considered on a case by case basis by the Management Committee.

8. The Management Committee shall annually account for the number of NON MEMBERS regularly attending Club meetings and/or activities outside the Club's protocol for visitor attendance. Such persons shall include: carers, wives, partners, widows/widowers of deceased members, associates and affiliates.
Exemption: no count or fee applies for carers.
9. The Management Committee shall annually include a budget allocation for payment of NON MEMBER fees and authorise the Treasurer to remit the annual fee payment to PSPL on behalf of the Club.
10. Participation in the Club by members
 - (a) Members of the Club are expected to be active at least to the extent of attending all general meetings of the Club, and are encouraged to participate in other activities of the Club arranged for their benefit. If members fail to attend 50% of general meetings in a Club year without 'apology for non-attendance' (hereinafter referred to as 'apology') or approval of leave of absence their membership may be terminated and their place offered to any whose name may be on the waiting list for membership.
 - (b) A member may notify prospective non-attendance at a general meeting as an apology by contacting the Membership Officer or Secretary prior to the meeting, and the Membership Officer will note this apology in the attendance record.
 - (c) A member may apply to the Membership Officer or Secretary for leave of absence for an extended period providing the reason for the request, and if approved by the Management Committee the leave will be granted.
 - (d) Meetings for which apologies have been received, or for any period for which leave of absence has been granted, will not be regarded as absences from the meetings for the purpose of recording participation in the Club by the members concerned.
11. The Club shall adopt a protocol to manage and maintain a waiting list.
 - (a) A person's expression of interest to join the Club will be recorded by date and gender on the waiting list.
 - (b) A membership application form will not be offered to a person on the waiting list until such time as there is a vacancy for membership.
 - (c) When appropriate a membership application form will be offered to a person on the waiting list. Such application must be sponsored by two current members of the Club and approval for membership given by a majority of the Management Committee.
 - (d) No monies shall be received or accepted from a person on the waiting list until such time as the application for membership has been approved by the Management Committee.
 - (e) Those persons included on the waiting list may attend all Club meetings and functions and be required to meet associated costs in attending.
12. Visitors may attend a maximum of 12 meetings of the Club.
13. Sandra Death is confirmed as Public Officer. The Club's official address shall be the home of the public officer.
14. The subscriptions payable by members should be reviewed at the October meeting of the Management Committee and ratified at the November General Meeting of the Club. Subscriptions are due on the 31st of December each calendar year.
15. The joining fee payable by a member on admission to the Club will be reviewed at the November Meeting.

16. There shall not be more than **5 Honorary Members** at any one time. Honorary members may be elected at the discretion of, and on such terms as may be decided upon by, a majority of members at a general meeting. Such Honorary Members shall not be eligible to hold office nor be entitled to vote but shall enjoy all membership privileges and shall not be expected to pay annual fees.

Honorary membership has been granted to:

Keith Carson

17. There shall not be more than **3 Life Members** at any one time. Life membership may be conferred upon a member who has rendered outstanding service to the Club. Nominations shall be submitted in writing to the Management Committee for consideration, and, if approved, referred to the next general meeting of the Club for confirmation. Such Life Members shall enjoy all membership privileges and shall not be expected to pay annual fees. (See Appendix V for the Club Policy on Life Membership and Awards)

Life membership has been granted to:

.....

18. There shall not be more than **5 Non-Active Members** at any one time. Non-Active membership may be conferred upon a member who, because of carer responsibilities, illness or physical disability, has been granted leave of absence by the Club. Such Non-Active members shall be granted leave of absence and non financial membership shall apply in these cases.

Non-Active Membership has been granted to:

..... Period of time

19. The Management committee shall provide Probus South Pacific Limited (PSPL) annually with the Club's membership list in accordance with accreditation requirements set by PSPL.
20. These Standing Resolutions, excluding those articles related to the Annual General Meeting, may be amended at any general meeting of this Club, a quorum being present, by the affirmative vote of not less than **75%** of the members present and voting, (or where proxies are accepted) notice of such proposed amendment(s) having been published to all members at least **twenty one (21)** days before such meeting.
21. The Club has adopted the following Appendices to these Standing Resolutions:
- 1. Privacy Policy in accordance with the Privacy Act 1988
 - 2. Tours and Refund Policy
 - 3. Risk Management Policy
 - 4. Meeting Procedures and Recording Policy
 - 5. Life Membership and Awards

[[The above SRs in their entirety recommended for presenting to the Members by the Management Committee 13 April 2017]]

The above Standing Resolutions were last amended by the Club membership at the General Meeting held on

Signed

President: Secretary: Date:

[CHANGE THIS DATE EACH TIME THE STANDING RESOLUTIONS ARE AMENDED, SO THAT THE LATEST VERSION OF THEM CAN BE IDENTIFIED]