

# Association rules for Moto Magic Inc.

## 1 Interpretation

(1) In these rules—

*Act* means the *Associations Incorporation Act 1981*.

*present*—

- (a) at a management committee meeting, see rule 23(6); or
  - (b) at a general meeting, see rule 37(2).
- (2) A word or expression that is not defined in these model rules, but is defined in the Act has, if the context permits, the meaning given by the Act.

## 2 Name

The name of the incorporated association is Moto Magic Inc.

## 3 Objects

The objects of the association are—

- Ride motorcycles together as a group
- Meet for social activities such as lunches, dinners, and other shared activities
- Support motorcyclists in participating in courses and training to improve rider ability and safety
- Support the use of motorcycle protective gear
- Promote motorcycle safety awareness and encourage further training of riders to improve skills to ride safely
- Support track days as a viable option for motorcyclists to enjoy riding their motorcycles in a setting free of public road hazards.
- Organise fundraising events such as bike meets and sausage sizzles to raise money for the association's endeavours

#### **4 Powers**

- (1) The association has the powers of an individual.
- (2) The association may, for example—
  - (a) enter into contracts; and
  - (b) acquire, hold, deal with and dispose of property; and
  - (c) make charges for services and facilities it supplies; and
  - (d) do other things necessary or convenient to be done in carrying out its affairs.
- (3) The association may take over the funds and other assets and liabilities of the present unincorporated association known as ‘Moto Magic’ (the *unincorporated association*).
- (4) The association may also issue secured and unsecured notes, debentures and debenture stock for the association.

#### **5 Classes of members**

- (1) The membership of the association consists of ordinary members
- (2) The number of ordinary members is capped at 20. No applications for new membership will be considered unless there are fewer than 20 ordinary members in the association.

#### **6 Automatic membership**

A person who, on the day the association is incorporated, was a member of the unincorporated association and who, on or before a day fixed by the management committee, agrees in writing to become a member of the incorporated association, must be admitted by the management committee—

- (a) to the equivalent class of membership of the association as the member held in the unincorporated association; or
- (b) if there is no equivalent class of membership—as an ordinary member.

#### **7 New membership**

- (2) An applicant for membership of the association must be proposed by 1 member of the association (the *proposer*) and seconded by another member (the *seconder*).
- (3) An application for membership must be—
  - (a) in writing; and
  - (b) signed by the applicant and the applicant’s proposer and seconder; and
  - (c) in the form decided by the management committee.

## **8 Membership fees**

- (1) The membership fee for each ordinary membership and for each other class of membership (if any)—
  - (a) is the amount decided by the members from time to time at a general meeting; and
  - (b) is payable when, and in the way, the management committee decides.
- (2) A member of the incorporated association who, before becoming a member, has paid the member's annual subscription for membership of the unincorporated association on or before a day fixed by the management committee, is not liable to pay a further amount of annual subscription for the period before the day fixed by the management committee as the day on which the next annual subscription is payable.

## **9 Admission and rejection of new members**

- (1) The Member Approval Panel (3 member panel consisting of the President, the Secretary, and the Treasurer) will consider each application for new membership
- (2) The Member Approval Panel will deliberate (via written or verbal discussion) and make a decision about each new membership. A unanimous approval of all 3 members of the Member Approval Panel is required before a new member will be approved. If any member of the Member Approval Panel decides the proposed new member is to be rejected, then the application is rejected.
- (3) Criteria that will be considered in assessing each application will include:
  - (a) If the applicant is a suitable fit with the dynamic and culture of the group
  - (b) The degree to which the applicant will be able to contribute to the group
  - (c) Any other criteria the Member Approval Panel wish to consider.

## **10 When membership ends**

- (1) A member may resign from the association by giving a written notice of resignation to the secretary.
- (2) The resignation takes effect at—
  - (a) the time the notice is received by the secretary; or
  - (b) if a later time is stated in the notice—the later time.
- (3) The management committee may terminate a member's membership if the member—
  - (a) is convicted of an indictable offence; or
  - (b) does not comply with any of the provisions of these rules; or
  - (c) has membership fees in arrears for at least 3 months; or
  - (d) conducts himself or herself in a way considered to be injurious or prejudicial to the character or interests of the association.
  - (e) fails to comply with the member code of conduct as outlined in rule (51)

- (4) If the management committee decides to terminate the membership, the secretary of the committee must give the member a written notice of the decision.
- (5) If a member resigns from the association or their membership is terminated, they will not receive a refund of any membership fees paid.

## **11 Appeal against rejection or termination of membership**

- (1) The Member Approval Panel's decision regarding rejection or termination of membership is final, and no appeals will be considered.
- (2) Rejected applicants may reapply at a minimum of 12 months from the date of rejection.

## **12 Register of members**

- (1) The management committee must keep a register of members of the association.
- (2) The register must include the following particulars for each member—
  - (a) the full name of the member;
  - (b) the postal or residential address of the member;
  - (c) the date of admission as a member;
  - (d) the date of death or time of resignation of the member;
  - (e) details about the termination or reinstatement of membership;
  - (f) any other particulars the management committee decide.
- (3) The register of members will be made available only to the management committee. Requests to access the register of members or data contained therein by members who are not in the management committee will be denied.
- (4) The register of members will be securely stored and not made publically available

## **15 Appointment or election of secretary**

- (1) The secretary must be an adult residing in Queensland, or in another State but not more than 65km from the Queensland border, who is—
  - (a) a member of the association elected by the association as secretary; or
  - (b) any of the following persons appointed by the management committee as secretary—
    - (b.i) a member of the association's management committee;
    - (b.ii) another member of the association; (iii) another person.
- (2) If the association has not elected an interim officer as secretary for the association before its incorporation, the members of the management committee

must ensure a secretary is appointed or elected for the association within 1 month after incorporation.

- (3) If a vacancy happens in the office of secretary, the members of the management committee must ensure a secretary is appointed or elected for the association within 1 month after the vacancy happens.
- (4) If the management committee appoints a person mentioned in subrule (1)(b)(ii) as secretary, other than to fill a casual vacancy on the management committee, the person does not become a member of the management committee.
- (5) However, if the management committee appoints a person mentioned in subrule (1)(b)(ii) as secretary to fill a casual vacancy on the management committee, the person becomes a member of the management committee.
- (6) If the management committee appoints a person mentioned in subrule (1)(b)(iii) as secretary, the person does not become a member of the management committee.
- (7) In this rule— *casual vacancy*, on a management committee, means a vacancy that happens when an elected member of the management committee resigns, dies or otherwise stops holding office.

## **16 Removal of secretary**

- (1) The management committee of the association may at any time remove a person appointed by the committee as the secretary.
- (2) If the management committee removes a secretary who is a person mentioned in rule 15(1)(b)(i), the person remains a member of the management committee.
- (3) If the management committee removes a secretary who is a person mentioned in rule 15(1)(b)(ii) and who has been appointed to a casual vacancy on the management committee under rule 15(5), the person remains a member of the management committee.

## **17 Functions of secretary**

The secretary's functions include, but are not limited to—

- (a) calling meetings of the association, including preparing notices of a meeting and of the business to be conducted
  - at the meeting in consultation with the president of the association; and
- (b) keeping minutes of each meeting; and
- (c) keeping copies of all correspondence and other documents relating to the association; and
- (d) maintaining the register of members of the association.

## **18 Membership of management committee**

- (1) The management committee of the association consists of a president, treasurer, and any other members the association members elect at a general meeting.

- (2) A member of the management committee, other than a secretary appointed by the management committee under rule 15(1)(b)(iii), must be a member of the association.
- (3) At each annual general meeting of the association, the members of the management committee must retire from office, but are eligible, on nomination, for re-election.
- (4) A member of the association may be appointed to a casual vacancy on the management committee under rule 21.

## **19 Electing the management committee**

- (1) A member of the management committee may only be elected as follows—
  - (a) Candidate is nominated for a committee position by themselves or any other ordinary member of the association at the annual general meeting or prior to it
  - (b) Nominations must be seconded by another member of the association
  - (c) Nominations made prior to the annual general meeting must be in writing and received by the Secretary no later than 24 hours before the meeting.
  - (d) Voting will be conducted at the annual general meeting by count of hands. The candidate that receives the highest number of votes for a position will be appointed to that position.
- (2) A person may be a candidate only if the person—
  - (a) is an adult; and
  - (b) is not ineligible to be elected as a member under section 61A of the Act.

## **20 Resignation, removal or vacation of office of management committee member**

- (1) A member of the management committee may resign from the committee by giving written notice of resignation to the secretary.
- (2) The resignation takes effect at—
  - (a) the time the notice is received by the secretary; or
  - (b) if a later time is stated in the notice—the later time.
- (3) A member may be removed from office at a management committee meeting if a majority of the committee members present vote in favour of removing the member.
- (4) A member has no right of appeal against the member's removal from office under this rule.
- (5) A member immediately vacates the office of member in the circumstances mentioned in section 64(2) of the Act.

## **21 Vacancies on management committee**

- (1) If a casual vacancy happens on the management committee, the continuing members of the committee may appoint another member of the association to fill the vacancy until the next annual general meeting.
- (2) The continuing members of the management committee may act despite a casual vacancy on the management committee.
- (3) However, if the number of committee members is less than the number fixed under rule 24(1) as a quorum of the management committee, the continuing members may act only to—
  - (a) increase the number of management committee members to the number required for a quorum; or
  - (b) call a general meeting of the association.

## **22 Functions of management committee**

- (1) Subject to these rules or a resolution of the members of the association carried at a general meeting, the management committee has the general control and management of the administration of the affairs, property and funds of the association.
- (2) The management committee has authority to interpret the meaning of these rules and any matter relating to the association on which the rules are silent, but any interpretation must have regard to the Act, including any regulation made under the Act.

*Note—*

The Act prevails if the association's rules are inconsistent with the Act—see section 1D of the Act.

- (3) The management committee may exercise the powers of the association—
  - (a) to borrow, raise or secure the payment of amounts in a way the members of the association decide; and
  - (b) to secure the amounts mentioned in paragraph (a) or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the association in any way, including by the issue of debentures (perpetual or otherwise) charged upon the whole or part of the association's property, both present and future; and
  - (c) to purchase, redeem or pay off any securities issued; and
  - (d) to borrow amounts from members and pay interest on the amounts borrowed; and
  - (e) to mortgage or charge the whole or part of its property; and
  - (f) to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the association; and
  - (g) to provide and pay off any securities issued; and
  - (h) to invest in a way the members of the association may from time to time decide.

- (4) For subrule (3)(d), the rate of interest must not be more than the current rate being charged for overdrawn accounts on money lent (regardless of the term of the loan) by— (a) the financial institution for the association; or  
(b) if there is more than 1 financial institution for the association—the financial institution nominated by the management committee.

## **23 Meetings of management committee**

- (1) Subject to this rule, the management committee may meet and conduct its proceedings as it considers appropriate.

*Note—*

See also sections 70B and 70C of the Act about requirements relating to the proceedings of the management committee if a member of the committee has a material personal interest in a matter being considered at a meeting of the committee.

- (2) The management committee must meet at least once every 4 months to exercise its functions.
- (3) The management committee must decide how a meeting is to be called.
- (4) Notice of a meeting is to be given in the way decided by the management committee.
- (5) The management committee may hold meetings, or permit a committee member to take part in its meetings, by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- (6) A committee member who participates in the meeting as mentioned in subrule (5) is taken to be present at the meeting.
- (7) A question arising at a committee meeting is to be decided by a majority vote of members of the committee present at the meeting and, if the votes are equal, the question is decided in the negative.
- (8) The president is to preside as chairperson at a management committee meeting.
- (9) If there is no president or if the president is not present within 10 minutes after the time fixed for a management committee meeting, the members may choose 1 of their number to preside as chairperson at the meeting.

## **24 Quorum for, and adjournment of, management committee meeting**

- (1) At a management committee meeting, more than 50% of the members elected to the committee as at the close of the last general meeting of the members form a quorum.
- (2) If there is no quorum within 30 minutes after the time fixed for a management committee meeting called on the request of members of the committee, the meeting lapses.
- (3) If there is no quorum within 30 minutes after the time fixed for a management committee meeting called other than on the request of the members of the committee—
  - (a) the meeting is to be adjourned for at least 1 day; and

- (b) the members of the management committee who are present are to decide the day, time and place of the adjourned meeting.
- (4) If, at an adjourned meeting mentioned in subrule (3), there is no quorum within 30 minutes after the time fixed for the meeting, the meeting lapses.

## **25 Special meeting of management committee**

- (1) If the secretary receives a written request signed by at least 50% of the members of the management committee, the secretary must call a special meeting of the committee by giving each member of the committee notice of the meeting within 14 days after the secretary receives the request.
- (2) If the secretary is unable or unwilling to call the special meeting, the president must call the meeting.
- (3) A request for a special meeting must state—
  - (a) why the special meeting is called; and
  - (b) the business to be conducted at the meeting.
- (4) A notice of a special meeting must state—
  - (a) the day, time and place of the meeting; and
  - (b) the business to be conducted at the meeting.
- (5) A special meeting of the management committee must be held within 14 days after notice of the meeting is given to the members of the management committee.

## **26 Minutes of management committee meetings**

- (1) The secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each management committee meeting are stored.
- (2) To ensure the accuracy of the minutes, the minutes of each management committee meeting must be signed by the chairperson of the meeting, or the chairperson of the next management committee meeting, verifying their accuracy.

## **27 Appointment of subcommittees**

- (1) The management committee may appoint a subcommittee consisting of members of the association considered appropriate by the committee to help with the conduct of the association's operations.
- (2) A member of the subcommittee who is not a member of the management committee is not entitled to vote at a management committee meeting.
- (3) A subcommittee may elect a chairperson of its meetings.
- (4) If a chairperson is not elected, or if the chairperson is not present within 10 minutes after the time fixed for a meeting, the members present may choose 1 of their number to be chairperson of the meeting.

- (5) A subcommittee may meet and adjourn as it considers appropriate.
- (6) A question arising at a subcommittee meeting is to be decided by a majority vote of the members present at the meeting and, if the votes are equal, the question is decided in the negative.

## **28 Acts not affected by defects or disqualifications**

- (1) An act performed by the management committee, a subcommittee or a person acting as a member of the management committee is taken to have been validly performed.
- (2) Subrule (1) applies even if the act was performed when—
  - (a) there was a defect in the appointment of a member of the management committee, subcommittee or person acting as a member of the management committee; or
  - (b) a management committee member, subcommittee member or person acting as a member of the management committee was disqualified from being a member.

## **29 Resolutions of management committee without meeting**

- (1) A written resolution signed by each member of the management committee is as valid and effectual as if it had been passed at a committee meeting that was properly called and held.
- (2) A resolution mentioned in subrule (1) may consist of several documents in like form, each signed by 1 or more members of the committee.

## **30 First annual general meeting**

The first annual general meeting must be held within 6 months after the end date of the association's first reportable financial year.

## **31 Subsequent annual general meetings**

Each subsequent annual general meeting must be held—

- (a) at least once each year; and
- (b) within 6 months after the end date of the association's reportable financial year.

## **31A Management committee members to be elected at annual**

## **general meeting**

The association must elect the members of the management committee at each annual general meeting of the association.

### **32 Other business for annual general meeting of large incorporated associations and particular medium and small incorporated associations**

- (1) This rule applies if the association is—
  - (a) a large incorporated association to which sections 59A and 59AA of the Act apply; or
  - (b) a medium incorporated association to which sections 59A and 59AA of the Act apply; or
  - (c) a small incorporated association to which sections 59A and 59AA of the Act apply.
- (2) The following business must be conducted at each annual general meeting of the association—
  - (a) receiving the association's financial statement, and audit report, for the last reportable financial year;
  - (b) presenting the financial statement and audit report to the meeting for adoption;
  - (c) for a large incorporated association—appointing an auditor or an accountant for the present financial year;
  - (d) for a medium or small incorporated association—appointing an auditor, an accountant or an approved person for the present financial year.

### **33 Other business for annual general meeting of other medium incorporated associations**

- (1) This rule applies if the association is a medium incorporated association to which sections 59A and 59AB of the Act apply.
- (2) The following business must be conducted at each annual general meeting of the association—
  - (a) receiving the association's financial statement, and verification statement, for the last reportable financial year;
  - (b) presenting the financial statement and verification statement to the meeting for adoption;
  - (c) appointing an auditor, an accountant or an approved person for the present financial year.

### **34 Other business for annual general meeting of other small**

## **incorporated associations**

- (1) This rule applies if the association is a small incorporated association to which sections 59A and 59AB of the Act apply.
- (2) The following business must be conducted at each annual general meeting of the association—
  - (a) receiving the association's financial statement, and verification statement, for the last reportable financial year;
  - (b) presenting the financial statement and verification statement to the meeting for adoption.

### **35 Notice of general meeting**

- (1) The secretary may call a general meeting of the association.
- (2) The secretary must give at least 7 days notice of the meeting to each member of the association.
- (3) If the secretary is unable or unwilling to call the meeting, the president must call the meeting.
- (4) The management committee may decide the way in which the notice must be given.
- (5) A notice of a general meeting must state the business to be conducted at the meeting.

### **36 Quorum for, and adjournment of, general meeting**

- (1) The quorum for a general meeting is at least the number of members elected or appointed to the management committee at the close of the association's last general meeting plus 1.
- (2) However, if all members of the association are members of the management committee, the quorum is the total number of members less 1.
- (3) No business may be conducted at a general meeting unless there is a quorum of members when the meeting proceeds to business.
- (4) If there is no quorum within 30 minutes after the time fixed for a general meeting called on the request of members of the management committee or the association, the meeting lapses.
- (5) If there is no quorum within 30 minutes after the time fixed for a general meeting called other than on the request of members of the management committee or the association—
  - (a) the meeting is to be adjourned for at least 7 days; and
  - (b) the management committee is to decide the day, time and place of the adjourned meeting.
- (6) The chairperson may, with the consent of any meeting at which there is a quorum, and must if directed by the meeting, adjourn the meeting from time to time and from place to place.

- (7) If a meeting is adjourned under subrule (6), only the business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting.
- (8) The secretary is not required to give the members notice of an adjournment or of the business to be conducted at an adjourned meeting unless a meeting is adjourned for at least 30 days.
- (9) If a meeting is adjourned for at least 30 days, notice of the adjourned meeting must be given in the same way notice is given for an original meeting.

### **37 Procedure at general meeting**

- (1) A member may take part and vote in a general meeting in person, by proxy or by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- (2) A member who participates in a meeting as mentioned in subrule (1) is taken to be present at the meeting.
- (3) At each general meeting—
  - (a) the president is to preside as chairperson; and
  - (b) if there is no president or if the president is not present within 15 minutes after the time fixed for the meeting or is unwilling to act, the members present must elect 1 of their number to be chairperson of the meeting; and
  - (c) the chairperson must conduct the meeting in a proper and orderly way.

### **38 Voting at general meeting**

- (1) At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.
- (2) Each member present and eligible to vote is entitled to 1 vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.
- (3) A member is not entitled to vote at a general meeting if the member's annual subscription is in arrears by more than 3 months at the date of the meeting.
- (4) The method of voting is to be decided by the management committee.
- (5) However, if at least 50% of the members present demand a secret ballot, voting must be by secret ballot.
- (6) If a secret ballot is held, the chairperson must appoint 2 members to conduct the secret ballot in the way the chairperson decides.
- (7) The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

### **39 Special general meeting**

- (1) The secretary must call a special general meeting by giving each member of the association notice of the meeting within 7 days after—

(a) being directed to call the meeting by the management committee;

#### 40 Proxies

(1) An instrument appointing a proxy must be in writing and be in the following or similar form— [*Name of association*]:

I, \_\_\_\_\_ of \_\_\_\_\_ being a member of the association, appoint \_\_\_\_\_ of \_\_\_\_\_ as my proxy to vote for me on my behalf at the (annual) general meeting of the association, to be held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ and at any adjournment of the meeting.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Signature

(2) The instrument appointing a proxy must—

(a) if the appointor is an individual—be signed by the appointor or the appointor’s attorney properly authorised in writing

(3) A proxy must be a member of the association

(4) The instrument appointing a proxy is taken to confer authority to demand or join in demanding a secret ballot.

(5) Each instrument appointing a proxy must be given to the secretary before the start of the meeting or adjourned meeting at which the person named in the instrument proposes to vote.

(6) Unless otherwise instructed by the appointor, the proxy may vote as the proxy considers appropriate.

(7) If a member wants a proxy to vote for or against a resolution, the instrument appointing the proxy must be in the following or similar form—

[*Name of association*]:

I, \_\_\_\_\_ of \_\_\_\_\_ being a member of the association, appoint \_\_\_\_\_ of \_\_\_\_\_ as my proxy to vote for me on my behalf at the (annual) general meeting of the association, to be held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ and at any adjournment of the meeting.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Signature

This form is to be used \*in favour of/\*against [*strike out whichever is not wanted*] the following resolutions—

[*List relevant resolutions*]

#### **41 Minutes of general meetings**

- (1) The secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each general meeting are stored.
- (2) To ensure the accuracy of the minutes—
  - (a) the minutes of each general meeting must be signed by the chairperson of the meeting, or the chairperson of the next general meeting, verifying their accuracy; and
  - (b) the minutes of each annual general meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the association that is a general meeting or annual general meeting, verifying their accuracy.
- (3) If asked by a member of the association, the secretary must, within 28 days after the request is made—
  - (a) give the member copies of the minutes of the meeting.
- (4) The association may require the member to pay the reasonable costs of providing copies of the minutes.

#### **42 By-laws**

- (1) The management committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the association.
- (2) A by-law may be set aside by a vote of members at a general meeting of the association.

#### **43 Alteration of rules**

- (1) Subject to the Act, these rules may be amended, repealed or added to by a special resolution carried at a general meeting.
- (2) However an amendment, repeal or addition is valid only if it is registered by the chief executive.

#### **44 Omitted**

#### **45 Funds and accounts**

- (1) The funds of the association must be kept in an account in the name of the association in a financial institution decided by the management committee.
- (2) Records and accounts must be kept in the English language showing full and accurate particulars of the financial affairs of the association.
- (3) All amounts must be deposited in the financial institution account as soon as practicable after receipt.
- (4) If a payment of \$100 or more is made by cheque, the cheque must be signed by any 2 of the following—

- (a) the president;
- (b) the secretary;
- (c) the treasurer;
- (d) any 1 of 3 other members of the association who have been authorised by the management committee to sign cheques issued by the association.
- (5) However, 1 of the persons who signs the cheque must be the president, the secretary or the treasurer.
- (6) Cheques, other than cheques for wages, allowances or petty cash recoupment, must be crossed 'not negotiable'.
- (7) All expenditure must be approved or ratified at a management committee meeting.

#### **46 General financial matters**

- (1) On behalf of the management committee, the treasurer must, as soon as practicable after the end date of each financial year, ensure a financial statement for its last reportable financial year is prepared.
- (2) The income and property of the association must be used solely in promoting the association's objects and exercising the association's powers.

#### **47 Documents**

The management committee must ensure the safe custody of books, documents, instruments of title and securities of the association.

#### **48 Financial year**

The end date of the association's financial year is December 31 in each year.

#### **49 Distribution of surplus assets**

- (1) This rule applies if the association—
  - (a) is wound-up under part 10 of the Act; and
  - (b) has surplus assets.
- (2) The surplus assets are to be distributed in accordance with the decisions of a management committee meeting.

#### **50 Common seal**

A common seal will not be used by the association.

## **51 Member code of conduct**

(1) Members are expected to comply with all of the following:

- (a) Treat other members of the association and members of the public with kindness and respect
- (b) Contribute to the group by actively participating in fund-raising activities that may occur from time-to-time. Members may be called upon to perform duties such as manning stalls, cooking sausages, etc.
- (c) Attend group events that are funded by the group such as group courses and training
- (d) Participate in group social events from time-to-time

## **52 Probation period for access to group-funded training and equipment**

1) For new members who join after the association becomes incorporated, the following probation period applies during which they will not be provided with group funding for training, events, equipment and other expenses (other than what is included in the new member Welcome pack provided upon joining)

a) a minimum of 3 months from the date that membership was approved by the Member Approval Panel.

2) At each management committee meeting, a review will be held of members eligible to come off probation (i.e. have held membership for at least 3 months). If the committee deem the member to have complied with the Code of Conduct, the member will have their probationary status lifted. If the committee deem the member to not have complied with the Code of Conduct, they may decide any of the following actions:

- (a) extend the probationary period by 3 or 6 months
- (b) terminate membership