

Constitution of Pacific Bowmen Inc.

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10/07/98

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Section 1.Name,

This Organization is herein named and shall be known as the **"Pacific Bowmen Incorporated** ("in this Constitution known as the "Club").

Section 2. Aims and Objectives.

2.1

The aims and objectives of the Club are:

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2.1.1

to promote Archery in a social and family environment in accordance with the historic traditions associated therewith;

2.1.2

to practice Field Archery as a competitive Sport, in its basic form of

instinctive archery in accordance with
the rules of competition and
Constitution of the governing authority
for instinctive and modern archery in
Australia and its Territories;
field

2.1.3

to perpetuate and foster bowhunting as
a philosophy of legitimate activity
Incorporating the principles of effective
game management and conservation
and preservation of the natural
environment as policy and

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according to the Ethics and Constitution of the governing authority for Bowhunting in Australia and its Territories;

2.1.4

To establish programs emphasizing high standards of sportsmanship, friendship, co-operation and ethics directed to the coaching of members in competition field archery and skill with the bow **and arrow** and to the development of skills in bushcraft and self sufficiency in the bush;

2.1.5

to be a Club where membership consists **of persons of all ages who** actively support and uphold the ideals of field archery and bowhunting as prescribed by the Australian Bowhunters Association Inc.;

2.1.6 to encourage the development of the young and to assist the handicapped in the community to broaden their experience through participation in Sport;

2.1.7

to promote social activities for the benefit of the Club and its members. .

Section 3- Powers,

3.1

The powers of the Club are:

3.1.1

to subscribe to, become a member of and co-operate with any other Association, club or organization, whether **incorporated or not, whose** Objects are altogether or in part similar to those of the Club provided that the Association shall not subscribe to or support with its funds any Club, Association or Organization which does not prohibit the distribution of its income and property among its members **to an extent at least as great** as that imposed on the Club under or by virtue of this Constitution, subject always to the provisions of Section 4 of this Constitution.

3.1.2

in furtherance of the objects of the Association to buy, sell and deal in all kinds of articles,

commodities and provisions, both liquid and solid, for the members of the Club or persons frequenting the Club's premises.

3.1.3

to purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, any rights or privileges which may be requisite for the purpose of, or capable of being conveniently used in connection with, any of the objects of the Club provided that in the case the Club shall take or hold any property which may be subject to any Trusts, the Club shall only deal with the same in such manner as is allowed by law having regard to such trusts.

3.1.4

to enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Club; to obtain from any such Government or

Authority any rights, privileges and concessions which the Club think it desirable to obtain; and to carry out, exercise and comply

may with any

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10/07/98

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such arrangements rights, privileges and concessions.

3.1.5

to appoint, employ, remove or suspend such managers, clerks, **secretaries**, **servants**, workers and other persons as may be necessary or convenient for the purposes of the Club.

3.1.6

to remunerate any person or body corporate for **services rendered**, or to be rendered, and whether by way of brokerage or otherwise in place or **assisting** to place or guaranteeing the placing of any securities granted by the Club or on its behalf in the furtherance of its objects,

3.1.7

to construct, improve, maintain, develop, work, manage, carry out, alter or control

any houses, buildings, grounds, works or conveniences which **may seem calculated** directly or indirectly to advance the Club's **interests**, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, out, alteration or control thereof.

3.1.8

to invest and deal with the money of the Club not immediately required in such manner as may from time to time be thought fit subject where applicable to Governing Legislation or regulation.

3.1.9

to take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate.

3.1.10

in furtherance of the objects of the Club to lend and **advance money** or give credit to any person or body corporate; to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate, **and otherwise** to assist any person or body corporate.

3.1.11

to borrow or raise money either alone or jointly with any other person or legal entity in such manner as maybe thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys or further advances borrowed or to be borrowed **alone or with others as aforesaid by notes secured or unsecured** , debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the Club's property or **assets present** of future and to, purchase, **redeem** or pay-off any such securities.

3.1.12

to draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or **transferable instruments**.

3.1.13

in furtherance of the objects of the Club to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or **otherwise deal** with all or part of the property and rights of the Club.

3.1.14

to take or hold mortgages, liens or charges, to secure payment of the purchase price, of any part of the Clubs property of **whatsoever** kind sold by the Club, or any money due to the Club from purchasers and others.

3.1.15

to take or give of property whether subject to any special trust or not, for any one or more of the objects of the Club but subject always to the proviso in sub-rule (4).

3.1.16

to take such steps by personal or written appeals, public meetings or **otherwise**, **as may** from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Club, in the shape of donations, annual subscriptions or otherwise.

3.1.17

to print and publish any newspapers, periodicals, books or leaflets that the Club may think desirable for the promotion of its objects.

3.1.18

in furtherance of the objects of the Club to amalgamate with any one or **more associations** having objects altogether or in part similar to those of the Club and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Club under this Constitution, subject **always to the provisions** of Section 4 of this Constitution.

3.1.19

in furtherance of the objects of the Club to purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the associations with which the Club is authorised to amalgamate.

3.1.20

in furtherance of the objects of the Club to transfer all or any part of the **property, assets**, liabilities and engagements of the Club to any one or **more of the associations** with which the Club is **authorised to amalgamate**

3.1.21

to make donations for patriotic, charitable or community purpose

3.1.22

to transact any lawfull business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.

3.1.23

to do all such things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Club.

Section 4 - Affiliation

The Club shall be a Club affiliated with the Australian Bowhunters Association Incorporated and will recognise only the Australian Bow hunters Association Inc. as the sole authority in all matters affecting the conduct, control and organisation of the Sport of instinctive and modern Field Archery, in all its forms, and of bowhunting, within Club activities, the South Queensland Branch of A.B.A. Inc. and within Australia and its Territories.

Provided also that the Club shall not affiliate with any Archery, Bowhunting or other organisation without the prior approval of the Australian Bowhunters Association Inc..

Section 5 - Membership

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5.1.

Membership Classes .

Membership shall be granted within the following classifications:

5.1.1

Probationary Member

5.1.1.1

· Probationary membership may be granted to persons wishing to join the Club and who have:

#Satisfactorily completed the prescribed Membership Application Form, and # Paid the prescribed dues for Probationary Membership, and # A probationary Member shall, at the completion of such period and subject to acceptance of an appropriate application, be eligible for membership within the classification of Ordinary Full Member.

Acceptance of such membership application shall be subject to satisfying the

membership classification criteria and the approval of the executive Committee.

5.1.1.2

During the probationary period, the Probationary Member shall be entitled to participate fully in Club activities, speak during debate at Club Meetings but shall not exercise a vote or to put motions in Club decisions or hold any executive office.

5.1.1.3

The Club reserves the right to terminate Probationary Membership at any time during the probation period. It shall not be necessary for the Club to give reasons for such termination.

5.1.1.4

A Probationary Member may terminate membership at any time during the probationary period by notice in writing submitted to a member of the Executive Committee.

5.1.2

Social Member

5.1.2.1

Social Membership may be granted to persons wishing to apply for such **membership** and where the applicant has:

Submitted the prescribed application, and Paid the required membership fee, and Been accepted for Club Membership by the Executive Committee

5.1.2.2

A social member shall enjoy all rights and privileges of the Club and shall be entitled to participate fully in Club activities, speak during debate at Club Meetings, but shall not exercise a vote or to put motions in Club decisions or hold Executive Office. A Social Member is not permitted to use the bow and arrow and may not participate in any archery activities.

5.1.3

Ordinary Full Member

5.1.3.1 Ordinary Full Membership may be granted to persons wishing to apply for such membership and where the applicant has:

Completed the necessary probation period, and pac/bow/con/doc

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Submitted the prescribed application, and Paid the required membership fee, and **Been accepted as a member** of the Australian Bowhunters Association Inc. for which evidence shall be required, and **Been accepted for Club Membership by the Executive Committee**

5.1.3.2

An ordinary Full Member shall enjoy all rights and privileges of the Club and be entitled to put motions and exercise a vote in Club decisions .An Ordinary Full Member shall be eligible to hold Executive Office. Provided that an Ordinary Full Member under the age of eighteen (18) years shall exercise no vote in Club decisions and may not hold Executive Office.

5.1.4

Honorary Member

Honorary Membership may be granted to an Australian or Visiting Bow hunter or Field Archer or to a person considered worthy of such recognition, upon the recommendation of a voting member, at the discretion of the President. **Life Member**

5.1.5

5.1.5.1

Life membership, without payment of membership fees, may be granted by the Club, at a meeting called for that purpose, to persons whether Club members or not, for exceptional and meritorious service to the Club subject to the following provisions:

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Such membership has been proposed in writing by a voting member and seconded by at least two (2) other voting members, and; A notice of motion to this effect is advised to the voting membership one (1) month prior to the next meeting of members.

5.1.5.2

Life Members shall enjoy all rights and privileges inferred by Life Membership and that of Club Members provided that a Life Member who is not a member of the Australian Bowhunters Inc, may not put **motions or exercise a vote on matters** of Constitutional amendments, hold an Office of the Club, or shoot the bow and arrow.

5.2

5.2

Membership Generally

5.2.1

Applicants under the age of eighteen (18) shall be required to have an additional endorsement by a parent or guardian on their applications.

5.2.2

Acceptance of a person as a member of a Club, in any classification shall operate to bind that person to comply by the Club Constitution and the Constitution and rules of the Australian Bowhunters Inc.

5.2.3

The Membership Fee shall be determined annually by the Club and shall fall due and payable on the date specified. The onus for payment shall lie with the member and if payment of the due fee is not received by Club within one(1) calendar month of **the due date, the member** deemed to be unfinancial and membership terminated.
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shall be

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5.2.4

The Club **reserves the** right to refuse, suspend or terminate membership for breaches of this Constitution or **for** actions considered to be against the Rules of the Club and Australian Bowhunters Association Inc..

5.2.5

A member may terminate membership at any time on submission of a notice in writing to this effect to an Executive Officer of the Club.

5.2.6

A past member may, subject to the approval of the Club, at any time regain membership upon submission of an appropriate application form and payment of full annual fees; provided that where membership has **been** terminated under Section 6, application for

membership may only be granted on approval of a majority of Club members at a Special General Meeting.

5.2.7

Membership of the Club, other than during a period of probationary membership, shall automatically terminate where a member fails to obtain or maintain membership of the Australian Bowhunters Association Inc. as required for a particular class of membership.

5.2.8

Membership entitlements are not transferable to another person and all such entitlements terminate upon **cessation** of membership.

5.2.9

The number of Ordinary Members shall be unlimited.

5.3

Membership Liability

The liability of a member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount if any, unpaid by the **member in respect to membership** of the Club.

5.4

Membership Register

5.4.1

The Management Committee shall cause a register to be kept in which shall be entered the names and residential addresses of the Club Members and the dates of their admission.

5.4.2

Particulars shall also be entered into the register of deaths, resignations terminations and re-instatements of membership and any further particulars as the management committee or the members at any **General Meeting** may require from time to time.

Section 6 - Disciplinary Procedures

6.1

A member or Club Officer who:

6.1.1

contravenes or fails to comply with any provision of the Clubs Rules or Constitution; or

6.1.2

disobeys, disregards, or makes wilfull default in complying with any authorised direction; or

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6.1.3

is guilty of disgraceful or improper conduct, or any act or conduct showing unfitness to be a member of the Club; or

6.1.4

by word or conduct brings discredit to the Club and its members; or

6.1.5

as an Officer of the Club is incompetent or inefficient in the discharge of the duties of the office, commits an offence against the Club.

6.2

Where a member or Officer may be charged with an offence pursuant to this section, the President shall furnish to such member or Officer:

6,2,1

A letter detailing the nature of the complaint and requiring the member or Officer to show cause why disciplinary action should not be taken in **respect to the matter detailed**;

6.2.2

a notice requiring that the member or Officer respond within 14 days of the date of notice.

6.3

At the next meeting of the Committee after the stipulated time for **response**, or in the absence of such response, the Committee shall **determine whether**;

6.3.1

to take no further action in the matter, in which case the member or Officer shall be so advised; or

6.3.2

to charge the member or Officer concerned.

6.4

Where a member or Officer is to be charged with an offence pursuant to this section the President shall furnish to such member or Officer:

6.4.1

a letter detailing the offence, and

6.4.2

admitted explanation,

a notice in writing requiring the member or Officer to state in writing within a time specified, in the notice whether the truth of the offence is or denied, and to submit in writing within such time any **desired to be** submitted in the matter of the charge.

6.5

If the Club Executive Committee, having regard to the evidence available as to the alleged offence and to the statement and explanation, if any, submitted by the member or Officer, is satisfied that an offence has been committed, the Club executive may:

6.5.1

caution or reprimand the member or Officer; or

6.5.2

suspend membership in the Club for a period not exceeding twelve (12) months; or

6.5.3

suspend participation in Club Awards and competitions for a similar period; or cancel all record of Awards achieved; or both; or

6.5.4

terminate membership in the Club; or ***

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10/07/98

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6.5.5

if an Officer of the Club, remove the Officer from such Office.

6.6

A decision made pursuant to sub-section (6.5) shall be conveyed in writing to the member or Officer, and to The Executive Director of the Australian Bowhunter Association Inc., and shall include notification of avenues available to appeal the decision taken.

6.7

Any member or Officer who has been dealt with as prescribed by sub section (6.5), may, other than in the case of sub-section (6.5.5) where no appeal shall lie, appeal against the decision taken, Such appeal, submitted in writing to the President within 30 days, may be on the ground of innocence of the offence or excessive severity of the decision.

The President, as soon as possible, but no later than 28 days receipt of such notice of appeal, shall convene a Special General Meeting of all Club members to determine the appeal. An officer of A.B.A. Inc. of the Branch in which the appellant's resides shall be invited to chair the Special General Meeting. The Special General Meeting may uphold or **set aside, as the case may be** the decision of the Club Executive Committee and the Appellant/s shall be bound by the decision of the Special General Meeting The Club shall notify the Executive Director of the Australian Bowhunters Association Inc. of the decision of the Appeal **Board**.

Section 7 - Administration

7.1

The Club shall be managed in accordance with the provisions of the Club Constitution and the Constitution of the Australian Bowhunters Association Inc. by

the executive committee , which shall meet
monthly
at the call of the President.

A General Meeting of the membership shall be held bi-annually; one (1) month's notice in writing of such meeting shall be given to members.

A Special General Meeting of the membership may be called by the Executive Committee wherever necessary to handle matters of an urgent nature or at the request of any voting member upon submission of a petition signed by not less than forty (40) percentum of the voting membership and stating the reason for such meeting.

A quorum of the Executive Committee shall comprise five (5) members of the committee.

A quorum of a General Meeting and Special General Meeting shall consist of the quorum of the Executive Committee and forty (40) percentum of the voting membership.

7.6

Each Executive Committee shall have the authority to spend an amount to be decided from time to time, at an Annual General Meeting, to meet pac/bow/con/doc
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10

Club operating expenses. All such expenditure shall be included in the **Treasurer's** Report and Financial Statements.

The operating and financial year shall be from the 1st of July to the 30th of June each **year**.

All members, other than Life Members by their election, shall participate and contribute to the administration and/or physical work requirements of the Club.

All members shall give effect to and comply with the Club Constitution and By-Laws.

The Club shall open and maintain a current account in a bank **nominated** by the

Executive Committee from time to time, for which there shall be four (4) signatories on record, the signatures of two (2) of which will be **required** for drawing on the account. All income, unless otherwise specifically provided, shall be paid to the credit of this account, to be designated "The Pacific Bowmen Inc.Account" ,provided that funds surplus to operating requirements may be invested according to a resolution **passed** by the voting membership at a general meeting.

7.11

The Club shall not be responsible for any debt which may be incurred by a member or Officer unless such debt is authorised by the Club as herein provided.

7.12

Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Club and the particulars usually shown in books of like **nature**.

7.13

All monies shall be deposited as soon as practicable after receipt thereof.

7.14

All amounts of \$100 or over shall be paid by cheque and shall be crossed not negotiable except those in payment of wages, allowances or petty **cash** recoupment's which may be open.

7.15

All expenditure shall be approved or ratified at a management committee meeting.

7.16

As soon as practicable after the end of each financial year the treasurer shall cause to be prepared a statement containing the particulars of : (a) the income and expenditure for the financial year just ended; and (b) the assets and liabilities and of all mortgages, charges and securities affecting the property of the Club at the close of that **year**.

7.17

The auditor must **examine the statement prepared under** sub-section 7.16 and present a report on it to the Secretary before the next Annual General Meeting following the financial year for which the audit was **made** .

Section 8 - Officers

8.1

The managing Committee of the Club shall be known as the Executive Committee and shall consist of:

President; Secretary; **Treasurer**; Range Captain; Shoot Director; Coach; A.B.A.Inc. Branch Management Committee Representative; Bowhunting Education **Representative**; and TWO (2) Members **Representatives**

The Executive Committee shall manage the Club in accordance with the provisions of the Constitution and the wishes of the Membership as directed by resolution of a General Meeting. The Executive Committee **may create other positions** as considered **necessary and/or desirable** for the efficient functioning of the Club or the Executive Committee however appointees to such positions shall **exercise no vote** in Committee decisions.

Executive authority is vested with the President for the day to day operation of the Club.

The Executive Committee and all Officers shall confine activities within the bounds and guidelines established by the Club Constitution and by the Constitution and Rules of the Australian Bowhunters Association Inc.. Where decisions made at whatever level require confirmation, or approval, such shall be obtained at the first available referral thereafter to the authority concerned.

Section 9- Conduct Of Meetings

The President shall preside as Chairperson at every meeting of the Management Committee.

Should the President be unavailable at any meeting, the meeting shall be

chaired by a member elected by the members at the meeting.

Before any meeting, the attendance register shall be circulated for signature.

The order for business shall be:

4.1

Opening

4.2 Apologies *pac/bow/con/doc 10/07/98*

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Welcome to
visitors

4.

4

Reading, confirmation and signing of the minutes of the previous meeting.

4.

5

Business arising from those
minutes.

4.

6

Reading inward and outward
correspondence.

4.

7

Business arising from the

correspondence.

4.8

Reports from the Office
Bearers.

4.

9

Business arising from the
reports.

4.1

0

Business from the
agenda.

4.11

Notices of
motion,

4.1

2

General
Business .

4.1

3

Items for the next
agenda.

4.1

4

Date of next
meeting.

4,1

5

Close

.

Only members eligible to vote as provided for by this Constitution may vote and shall have one (1) vote each.

Voting shall be by 'show of hands, a simple majority sufficing to pass a resolution (except as otherwise provided in the Constitution).

No proxy votes shall be accepted.

An absentee vote, in writing and dealing with a single, defined matter, may be accepted if lodged with the Secretary at least twenty four(24) hours prior to the to the meeting at which the matter is to be discussed.

All Juniors under eighteen (18) years shall not exercise a vote, but may contribute to the meeting discussion.

Should the President or Chairperson wish to put a resolution to the meeting he/she shall vacate the chair and the members present shall appoint a chairperson for the conduct of that resolution.

11.

Resolution procedure, subject to the requirements of the meeting, shall be:

11.

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Resolution is put.

11.2 Resolution is seconded.

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11.3 11.4

Speakers for the resolution. Speakers against the resolution.

11.5

The Chair shall decide the number of speakers and time of the debate.

11.6

The resolution is put to the vote.

The Secretary shall cause, full and accurate minutes of all **questions, matters,** resolutions and other proceedings of every management committee meeting and general meeting to be entered in a book to open for inspection at all reasonable times by any financial member who previously applies to the Secretary for that inspection,

For the purpose of ensuring the accuracy of the recording of such minutes, the minutes of every management committee meeting and general meeting shall be signed by the Chairperson of that meeting or the Chairperson of the next succeeding management committee verifying their accuracy.

Similarly, the minutes of every general meeting shall be signed by the Chairperson of that meeting or the Chairperson of the next succeeding general meeting.

However, the Minutes of any Annual General Meeting shall be signed by the Chairperson of that meeting or the Chairperson of **the next** succeeding general meeting or annual general meeting.

Section 10 - Elections and Voting Procedures.

Eligibility for Nomination:

For eligibility for election to a position on the Executive Committee, the person proposed shall:

10.1.1 Be a financial member of the Club and a financial member of the Australian Bowhunters Association Inc. for a minimum period of twelve (12) months prior to nomination for such election, as at the closing date for such nominations.

10.1.2 Not have been removed from any office in the Club, by a vote of no confidence, within the preceding four (4) years.

10.1.3 Not been dealt with under Section 6.5 within the preceding seven (7) **years.**

10.2

Nominations:

Nominations for office shall be on the prescribed form and submitted to the Secretary one (1) month prior to the date of such election. Except where the provisions of Section 10.4 apply. Nominations from the floor of

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14

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the General Meeting, held for the purpose of election of Officers, will not be accepted. Nominees for election must be present at the Meeting held for that purpose, together with nominators except in circumstances acceptable to the membership, failing which the nominations shall lapse.

10.3

Election Procedure:

The election of Officers to the Executive Committee shall be held once annually each year, other than for the purpose set out in Section 10.4, at

General Meeting called for that purpose.

The election of Officers shall be held at least one (1) month prior to the election of Branch Officers of the South Queensland Branch Management Committee of the Australian Bowhunters Association Inc.

In the event that an Office falls vacant during the stated term of Office, an appointment to the position may be made by the Executive Committee pending an election being held. Such appointee shall exercise no vote in Committee decisions,

The term of office shall be for two years.

10.4

Voting Procedures:

All voting shall be by way of a show of hands of attending members and all matters shall be determined on a simple majority of votes cast, provided that election of Officers, and a

vote under Section 10.5, shall be by secret ballot. Each member eligible to vote shall have one (1) vote only. Absentee and proxy voting shall not be permitted.

The President shall not exercise a casting vote and all matter on which a majority decision is not made shall lapse, until again presented at a further meeting of the Committee, or membership.

All decisions made of resolutions passed contrary to the provisions of this Constitution or of the Constitution of the Australian Bowhunters Association Inc. shall be null and void.

10.5

No Confidence:

A vote of No Confidence may be lodged at any time by petition to the Executive Committee:

10.5.1 The petition shall be signed by not less than forty (40%) percentum of those currently eligible to vote.

10.5.2. The Executive Committee shall call a special General Meeting of the membership within twenty eight (28) days for the purpose of deciding on the No Confidence Motion.

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15

10.5.3 A vote of No Confidence shall be carried by a minimum majority of seventy five (75%) percentum of the total voting membership present and voting. If the vote of No Confidence is carried, all Offices shall be declared vacant and a Meeting to elect Officers shall be held within twenty eight (28) days.

10.5.4 The Club shall appoint an Administrator to carry on the day to day operations of the Club, pending the election to positions vacated this Section.
under

Section 11 - Vacation Of Office

11.1

A position of an Office holder of the Club shall be declared to be vacant:

11.1.1 Immediately prior to an election of Officers according to this Constitution.

11.1.2 Upon the death of an office holder.

11.1.3 Upon resignation by an Officer holder by notice in writing to the Executive Committee.

11.1.4 Upon an Office holder absenting himself or herself from his or her duties for a period of more than three (3) months, without the prior approval of the Executive Committee.

11.1.5 Upon an Office holder ceasing to be a member of the Australian Bowhunters Association Inc., and/or the Club.

11.1.6 Upon resolution being passed under Section 10.5 of this Constitution.

Section 12 Amendments to the Constitution & By-Laws

12.1

This Constitution may only be amended by a written Notice of Motion to that effect, signed by a minimum of forty (40) percentum of the total number of members then eligible to vote being submitted to the Executive Committee one (1) month prior to the Committee's next Meeting, and that motion then being carried on a minimum majority vote of eighty (80) per centum of those members eligible to vote and voting at a General Meeting of members, called for that purpose.

12.2

The Addenda to the Constitution may only be amended in the same manner as provided in 12.1 above.

12.3

Where any proposed amendment may affect the policy of the National Body or may conflict with National Policy, or be contrary to, the Club's conditions of affiliation with the National Body the proposed amendment shall be notified to the Executive Committee of the Australian Bowhunters Association Inc. not less than 60 days prior to

the date of the General Meeting called to decide the question.

pac/bow/con/doc 10/07/98

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In all such **cases, the proposed amendment/s** shall not be put to a meeting of the Club until such time that the National position has been formally advised.

12.4

This Constitution shall remain in force until such time as it may be amended from time to time in accordance with the provisions of this Constitution,

Section 13- Archery Equipment

All archery equipment used in Club activities and competitions shall comply with prescribed, from time to time, by the National Rules for Shoots of the Australian Bowhunters Association Inc.

Section 14- Activities

14.1

The Club shall stage activities and competitive shoots either independently or as a member Club of the South Queensland Branch of the Australian Bowhunters Association Inc., as prescribed by the Rules

Shoot of that Association.

14.2

The Club shall stage other such activities as considered desirable for the benefit of the Club and its members. Where approval or event sanction is required from the Australian Bowhunters Association Inc., such approval or sanction shall be obtained.

14,3

As Bowhunting is a highly individual sport, the actual art of bowhunting shall be a matter for the individual member, subject always to the provisions of the Hunting Code Of Ethics and Rules of the Australian Bowhunters Association Inc..

14.4

No person not a member of the Club, and a member of the Australian Bowhunters Association Inc., shall be permitted in any Archery activities of the Club, except as otherwise provided for trialing archers (probationary members) and for activities sanctioned by the Australian Bowhunters Association Inc.

Section 16 - Assets Of The Club

The income and property of the Club whence-**so-ever derived** shall be used and applied solely in the promotion of its objects and in the exercise of its powers as prescribed.

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No portion thereof shall be paid, distributed, or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to amongst the members of the Club, provided that nothing herein contained shall prevent the payment in good faith of interest to any such member of the Club or otherwise owing to the member by the Club. Nothing Herein contained shall be construed so as to prevent the payment or repayment to any member of out of pocket expenses incurred on behalf of the Club.

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Section 16 - Common Seal

The Executive Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Executive Committee and every instrument to which the seal is affixed shall be signed by the President and by the Secretary, provided that in the absence of either one of aforementioned Officers, by some other second Executive Officer appointed by the Executive for that purpose.

Section 17 - Documents

The Executive Committee shall provide for the safe custody of books, documents and instruments of title and securities of the Club, and shall **provide members access** to inspect the books and records of the Club.

17.1

Except as otherwise provided by these rules, the President, or other Officer/s as delegated by the President, shall keep in his or her/their custody or under his or her/their control all records, books and other documents relating to the Club.

17.2

The records, books and other documents of the Club shall be open to inspection, free of charge, by a member of the Club at any reasonable hour.

Section 18 - Employees

18.1

No member shall admonish or reprimand an employee, but if a member **has any** complaint he/she shall **make the same** in writing to the Secretary, who shall bring the matter before the Executive Committee.

18.2

No employee of the Club shall be eligible to be elected or appointed, or otherwise hold an elective position or Office of the Club.

Section 19 - Dissolution and Distribution of Club Assets on Dissolution

The Club shall be dissolved in the event of the membership being less than three (3) persons. It may also be dissolved upon the vote of a four fifths (4/5) majority of the membership, at a General Meeting convened to consider that question.

All assets on hand shall, after payment of all **expenses and liabilities** be transferred to the Australian Bowhunters Association Inc. for use by that Association, or to be held by the Australian Bowhunters Association Inc. for a period not exceeding three (3) years pending the creation of a new A.B.A. Inc. affiliated Club in the area during that period; provided that should such a Club not be created within the time specified, the use of such transferred assets shall be at the discretion of the Australian

Bowhunters Association Inc. The decision to dissolve shall also **determine** the basis of transfer to the Australian Bowhunters Association Inc.

18

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In the Event of the Australian Bowhunters Association Inc. having been wound up, the said property shall be given or transferred to some other institution or institutions having objects similar to the objects of the Club, and which shall prohibit the distribution of its assets or its income and property among its members to an extent at **least as great as imposed** on the Club under or by virtue of Section 15, such institution or institution be **determined by the members** of the Club. No such payment, distribution, gift or transfer of any property/surplus assets shall be valid unless the same has been passed by a special resolution called for that purpose.

Section 20 - Addenda to the Constitution

20.1

The Addenda to the Constitution forms part of the Club Constitution and is subject to the provisions of the Constitution.

20.2

The Addenda to the Constitution shall comprise:

Addendum 1.

Duties of Officers of the Club.

Addendum 2.

Membership Fees Table.

Addendum 3.

By-Laws of the Club.

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ADDENDUM 1

Duties of Office Bearers

The President

The President shall:

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1.1

Hold and exercise Executive authority in the day to day operation of the Club.

1.2

Administer the day to day affairs of the Club in accordance with the provisions of the Constitution & By-Laws.

1.3

Chair all meetings at which he/she is present.

Ensure that the Club operations are conducted in accordance with the provisions of

the Club Constitution & By-Laws and Co-ordinate all Officers and members in performing the Objectives of the Club.

The Secretary

The Secretary

Shall:

2.1

Maintain the secretarial section of the Club.

2.2

Keep accurate records of all Club Meetings and assist in the preparation of the Meeting Agenda.

2.

3

Deal with all Club correspondence and maintain a record system of correspondence and meetings.

2.4

Maintain attendance records and copies of the Club Constitution and addenda and Club Information Kits for issue to new members.

2.5

Forward a copy of the Minutes of the Meetings to the Secretary of the Branch Management Committee for information of that Committee.

2.6

Compile an agenda of items to be submitted to the Branch Management Committee by the Australian Bowhunters Association Inc. Club Representative.

3.

The Treasurer

The Treasurer

shall:

3.1

Account for all **income and expenditure** of the Club and maintain a financial record of all transactions.

Operate the Club's banking account and ensure that all transactions are duly authorised.

3.3

Arrange for the annual audit of the Club's financial statements and records and to present a financial report to the membership at meetings as required.

3.

4

Be a signatory to all cheques drawn on the Club's banking accounts.

3.

5

Assist in the preparation of the Club Budget and to ensure that expenditure is in accordance with the approved budget.

4. The Club Representative. A.B.A. Inc. Branch Management Committee

The Club Representative shall:

4.1

Represent the Australian Bowhunters Association Inc. within the Club.

4.2

Represent the Club in the decisions of the Branch Management Committee

4.3

Work to further the aims and ideals of the Australian Bowhunters Association Inc.

4.4

Keep the Club and the members fully informed on all issues and to solicit the views of the membership and vote in management Committee decisions in accordance with the directions of the Club.

5. The Range Captain

The Range Captain shall:

5.1

Be responsible for the design, construction and maintenance of the Club ranges.

5.2

Arrange for production of all target requirements.

5.3

Act as Range Safety Officer and ensure that adequate **safety measures** are enforced on the range.

5.4

Arbitrate on the competency of new members in the absence of the Shoot Director/Coach.

5.5

Enforce the provisions of the Constitution and By-Laws as prescribed for conduct on the Ranges

6. The Membership Secretary

The membership Secretary shall:

6.1

Maintain a detailed record of Club membership and submit a membership report as required.

6.2

Prepare and present membership cards.

6.3

Receive and process Association membership applications forms to the National Membership Secretary.

7. The Shoot Director / Coach

The shoot Director/Coach Shall:

7.1 Organize and conduct all designated Club Shoots and ensure that all Shoots are in accordance with the requirements of the appropriate authority.

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21

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7.

2

Establish a coaching program for all Probationary Members and to Coach Probationary Members to a standard considered necessary before the member is permitted to shoot the Club Field Course/s.

7.

3

To coach all members as **requested.**

7.4

.

Represent the Club in Branch Coaching Programmes and assist in the formulation of Branch and National Coaching Policies.

8. The Club Field Representative

The Club Field

Representative Shall:

8.

1

Be qualified by the Australian Bowhunters Association to Measure and record Game.

8.

2

Receive, record and process all the game applications on behalf of Club Members to the Branch Recording Officer.

8.

3

Keep members informed on all matters under discussion by the **Committee and to represent the Club** in Committee decisions according to the Club's directions.

8.4

Establish a training course of appropriate subjects and instruct members and issue certification of skill on behalf of the Hunting Committee.

8.

5

Organize a Club Award System and arrange the allocation of awards and or trophies for presentation each year.

ADDENDUM

2

FEES

TABLE

Fees shall be due and payable as at the 1st of January

each Year. Fees are not refundable.

The amount of fees payable shall be determined each year at the Annual General Meeting of the Club.

There shall be a Joining Fee for all Ordinary Full Members, as determined Annually.

Membership Fees

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Membership Fees, Until otherwise determined shall be:

Probation Member

4.1.1 Single Adult

**\$DESCO
P 45**

4.1.2

Single Junior

Shouter bee \$4700

4.1.3

Single Cub

**موق: 10
. 00\$**

4.1.4

Family

**BOL.CO
REs**

Shoutet

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Ordinary Full Member

4.2.1 Single

Adult 4.2.2

Single Junior

4.2.3 Single Cub

\$25.00 47 SVALBO 30

Shoutek bo \$15.000

\$teme #20 \$39.BELLI

Shouldze(\$40.00

4.2.4

Family

Joining/ Coaching Fees

4.3.1

Single Adult

\$30.00

4.3.2

Single Junior

\$30.00

4.3.3

Single Cub

\$30.00

4.3.4

Family

\$30.00

Honorary member

Nil Payment

Life Member

Nil Payment

Range Fees and Insurance For Shooting Archers

5 .

1

**Range Fees
shall be;**

3D

5.1.1 All Adult Club Members

Paper **\$500** i
0.03

\$*815.00

5.1.2

Single Juniors

\$3%3D

7.30 Nil

Single Cub

5.1.3

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\$ no 10.00

Nil

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5.1.

4

Visiting A.B.A.
Members

\$7.00

\$15.0
0

5.1.5
Family

\$10.
00

\$20.0
0

Equipment Rental:

As determined by the Club Executive from
time to time.

0000000000000000

ADDENDUM 3

**“BY -
LAWS”**

The Club uniform, as decided from time to time, shall be worn by all members at all designated Club Activities.

N

Suitable footwear shall be worn at all times. Footwear should provide adequate protection to the feet and be suitable for easy movement over difficult terrain. Bare feet, thongs or similar open footwear is not acceptable.

The wearing of camouflage clothing on the range is prohibited, except on specifically authorized occasions which involve tuition in bush-craft and associated subjects.

4.

Broad-heads are not to be brought to the Club and are expressly prohibited from use on any shooting range, except for specifically designated occasions of particular activity requiring their use.

24

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All members will ensure the Club and its grounds are kept tidy and free of rubbish and well maintained.

No member, regardless of position held, shall alter the shooting course layout or to relocate butts or shooting points without the prior approval of the Range Captain.

All visitors to the Club are to be directed to an Executive Officer of the Club on arrival,

Probationary Members are not permitted to shoot on Club Ranges until such time that they have shown themselves competent in the use of the bow. The Shoot Director/Coach shall be the sole arbitrator as to the members competence subject that in his/her absence the Range Captain may arbitrate.

Novice Archers (unskilled) either individually or severally, shall not shoot on the range courses without a qualified member being present.

No person is permitted to enter on the range course/s/ unless shooting or on an assigned task.

No animals not on a leash and under separate care are permitted on the range, native animals excepted. The native habitat is to be protected at all times.

No flora is to be cut, damaged or removed from the range without prior permission of the Range Captain.

Keys issued to members shall remain the Club property and are not to be given to any person not authorized by Club membership. All keys are to be returned upon demand or on ceasing to be a member.

Whilst the Club promotes family participation in all activities, children are the responsibility of the person bringing them to the Club. The responsible person/s shall ensure that behavior is of an acceptable standard. No non shooting child is permitted on the range unless under the care and control of an adult. No liability shall exist against the Club or its members for injury to children not members of the Club or not participating in authorized activity.

No arrow of any description may be shot in any area other than the Club ranges, Practice Butts or indoor ranges.

16.

All members on attending the Club shall sign the attendance register.

All visitors on attending the Club shall sign the visitors register.

8.

All members shall at times promote activities of the Club and shall seek out new members.

19. All fees pertaining to membership shall be payable on or before the 1st of

January of each year. Failure to pay within 30 days of the due date will be will be at the discretion of the Club Committee and may entail a new application for membership and the payment of all fees applicable thereto as determined from time to time,

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20.

All Club members shall be required to attend and participate in working bees.

Proposed new By-Law #20

A working bee levy at the rate of \$75.00 shall apply to all members at the time of their membership renewal annually, and shall be a precondition of that membership. Such levy shall not apply to those members who in the previous calendar year attended and took part in three (3) working bees, for a minimum of two hours per working bee. At the direction and to the satisfaction of the person appointed by the committee to supervise them. Each working bee shall terminate at midday.

Such levy may be waived by and at the discretion of the committee if in their opinion:
#a member resides outside a 100 kilometer radius of the club. # is unable to attend working bees due to work commitments but performs equivalent duties prearranged with the person appointed to supervise working bees. # is prevented by reason of a serious health reason from participating. # If a non member performs other duties for the club of such value to the club on behalf of a member. # It is deemed in the best interest to do so

21.

To be eligible for trophies at the Club Christmas Shoot, members must attend Three (3) Club Shoots during the year.

22.

Alcohol shall not be carried onto or consumed on the ranges at any time; it must be consumed within the area described as the Club facilities.

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26