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Constitution
2019
Associations
Incorporated Act 2009
(the Act)

www.sgcacc.org.au
Registration Number:
INC1601180

ST. GEORGE CREATIVE ART & CRAFT CENTRE
CONSTITUTION 2019
Associations Incorporation Act 2009 (the Act)

1. NAME

The Centre will be known as the St. George Creative Art & Craft Centre. Where the term "Centre" is used below, it shall be taken to mean the St. George Creative Art and Craft Centre.

2. AIMS

- a) To provide quality, accessible, tutorial style classes in a range of arts and craft media responsive to the needs of our diverse community, and a venue for craftspeople to meet socially to share their skills.
- b) Development of local arts practice and as a link to external arts organizations.
- c) Provide a social support network and respite through an arts and craft avenue for disadvantaged sectors of the community.

3. MEMBERSHIP

Membership is open to:

- (a) Tutors
- (b) Students
- (c) Market Stallholders
- (d) Groups associated with art and craft
- (e) Interested people who support the aims and objectives of The Centre

ASSOCIATE MEMBERSHIP

Associate membership is open to any interested Art or Craft group, whose membership resides fundamentally in the St. George or Sutherland area.

4. REGISTER OF MEMBERS

- a) The Centre must maintain a register of members of the Centre, including contact details.

5. FEES

Fees shall be decided by a majority vote of members at the AGM or at an Extraordinary meeting.

6. RIGHTS AND RESPONSIBILITIES OF ASSOCIATE MEMBERS AND AFFILIATED GROUPS.

- a) Organisations/Associate Groups are welcome to send a representative, with voting rights, to general meetings for information and discussion, and to ensure mutual support and consideration for the needs of users of the building on a regular basis.

7. EXECUTIVE COMMITTEE

President
Secretary
Vice President
Treasurer

SUB-COMMITTEE

Positions will be appointed as necessary

8. ELECTION OF COMMITTEE MEMBERS

Nominations of candidates for election as committee members of the Centre:

- a) Must be made in writing, signed by 2 members of the Centre and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination).
- b) Must be delivered to the Secretary at least 7 days before the date of the Annual General Meeting at which the election is to take place.
- c) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.
- d) If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- e) The Annual General Meeting will take place in September each year. The appointment shall be for one year. No member of the executive shall hold the same position for more than three consecutive years, except where there is a unanimous vote for that person to continue for one further year at a time.
- f) In the event of a position falling vacant mid-term, the members shall elect a replacement at the next General Meeting, who will hold the position until the next Annual General Meeting.

9. MEETINGS

- a) The Annual General Meeting shall be held in September.
- b) Ordinary General Meetings shall be held bi-monthly between February and November (inclusive).
- c) The executive committee shall meet as needed to oversee the administration of the Centre.
- d) The committee may, whenever it thinks fit, convene a special general meeting of the Centre.

10. SPECIAL GENERAL MEETINGS

A special general meeting of the Centre may be called:

- a) By resolution of the executive committee.
- b) By the secretary on receipt of a written request stating the reason, and signed by at least five financial members.
- c) In the event of a meeting being called by the general members, the secretary shall advise the executive and membership of the request, giving twenty-one day's notice of the meeting.
- d) A detailed agenda shall accompany the meeting notice.

11. VOTING

- a) On any question arising at a general meeting of the Centre a member has one vote only.
- b) In the event of an equal division of votes, the chairperson will have the deciding vote.
- c) A member is not entitled to vote at any general meeting of the Centre unless all money due and payable by the member to the Centre has been paid.
- d) A member is not entitled to vote at any general meeting of the Centre if the member is under 18 years of age.

12. PROXY VOTES

Proxy votes are permitted.

13. SUGGESTIONS – REQUESTS – COMPLAINTS

Where a member (including Associate Groups and Affiliated members) wishes to raise a matter for serious consideration by the members, this should be made in writing and reach the President five days before the next Ordinary General Meeting. Such correspondence will be filed with the Centre's correspondence.

14. QUORUM

The quorum for an Ordinary General Meeting shall be five members.

15. INSURANCE

The Centre will maintain appropriate insurance.

16. FUNDS

- a) The funds of the Centre are to be derived from membership fees, commissions, donations, grants etc.
- b) The Centre shall keep a bank account into which all monies shall be deposited as soon as practicable.

- c) Cheques drawn on this account are to be signed by any two of the four signatories, who are the President, Vice President, Treasurer and Office Co-Ordinator.
- d) The Treasurer shall present a financial report at each Ordinary General Meeting.

17. ACCOUNTS

The accounts shall be reviewed annually by a suitably qualified person.

18. FINANCIAL YEAR

The financial year of the Centre is from 1 July to 30 June.

19. CHANGES TO THE CONSTITUTION

Alteration to The Constitution may be made at the Annual General Meeting or at a General Meeting, provided that the motion is supported by two thirds of members present at the meeting and at least 14 days notice has been given to all members of the proposed amendment/s. The Constitution shall be made available to any member for perusal upon request. Changes must be lodged with Fair Trading within 28 days after the special resolution approving the change of objects or constitution being passed.

20. DISBANDING THE CENTRE

St. George Creative Art and Craft Centre may be disbanded only at an Annual General Meeting providing twenty-eight day's notice of this intention has been circulated to all members. The motion should be carried by three-quarters of the members present.

21. ASSETS OF THE CENTRE

Should disbanding of the Centre eventuate, the AGM will decide on the particulars of sale or disposal and the income/assets be given to a charity operating in the St. George area.