



Constitution

1 NAME

The name of the Association is "Nature Reserves Preservation Group"

2 INTERPRETATION

Group is defined as the "Reserves Preservation Group".

3 OBJECTIVES

- i. Promote the preservation and restoration of nature reserves within the Shire of Kalamunda.
- ii. Provide a forum for the expression of concerns on the Environment and Lifestyle within the Shire of Kalamunda.
- iii. Support any bodies or associations having similar aims and concerns;
- iv. Actively encourage the Shire Council and Shire Residents to participate in the preservation of our way of life.
- v. Ensure representation on Council by members sympathetic to these ideals.
- vi. Participate through the Kalamunda Shire Council Working Party in the management of Nature Reserves.
- vii. Involve young people in the care of reserves.
- viii. Establish satellite groups around the shire to take responsibility for local bush reserves.
- ix. Offer education to community groups and schools in indigenous flora and fauna.

4 POWERS OF THE GROUP

- i. The Group shall promote the objectives as defined in clause (3) above.
- ii. The Group shall ensure where possible, the protection of the local nature reserves within the Shire of Kalamunda.
- iii. The Group may employ from time to time such persons as it considers necessary to fulfil its aims and objectives.
- iv. The Group may apply for and receive grants and other funds from sources as may be available and seek and accept donations of either cash or goods.
- v. The Group shall have the power to purchase, take on lease, hire or acquire and hold any property required for the pursuance of its objectives.



5 MEMBERSHIP OF THE GROUP

Membership of the Group is open to all members of the public resident within the Shire of Kalamunda. Membership will be effected upon payment of the required membership fee as set out by the Group at the Annual General Meeting. Membership can be suspended or cancelled by the decision of the Executive Committee in the case of misconduct or acting in a way that is contrary to the objectives of the Group. Such a decision shall be passed by a two thirds majority of committee Members. Any member expelled from the Association may appeal to a Special General Meeting called for that purpose. Such a meeting will be called as per Clause (8) upon receipt by the secretary of the written notification of Appeal from the appellant.

6 EXECUTIVE COMMITTEE

- i. The Executive Committee shall be elected at the Annual General Meeting and shall number from five to fourteen members of the Group and will consist of the following:
 - a. Chairperson;
 - b. Deputy Chairperson;
 - c. Secretary;
 - d. Treasurer; and
 - e. From 1 to 10 Committee Members.
- ii. The Executive Committee will have the power to co-opt advisory members whose presence will be of benefit to the Group. Those persons so co-opted shall not have voting powers.
- iii. No members shall vote on an issue in which they have a pecuniary interest.
- iv. The Executive Committee will assume the powers of the Group as detailed in Clause (4) and will be responsible for the day to day management of the Group on behalf of the members.
- v. The Executive Committee is bound by the decisions made by resolution of members present, at either a Special General Meeting or an Annual General Meeting.

7 ANNUAL GENERAL MEETING

An Annual General Meeting will be held in March of each year. Such a meeting to be advertised at least two weeks prior to it taking place and to be for the purpose of:

- i. The Chairperson of the Group reporting on the performance of the group for the preceding year;
- ii. The Treasurer providing an audited financial report;
- iii. The election of the Chairperson, Deputy Chairperson, Secretary, Treasurer, Committee Members and Auditor for the ensuing year. The elected officer will assume their positions upon completion of the Annual General Meeting.
- iv. Any other business arising.



8 SPECIAL GENERAL MEETING

A Special General Meeting can be called by the Chairperson, Deputy Chairperson or Secretary at any time, on giving fourteen days notice to members in writing, informing them of the date, time and place of the meeting and the reason for holding such a meeting. No other business may be conducted at the Special General Meeting other than that for which the meeting was called.

9 QUORUM FOR ALL GENERAL MEETINGS

A quorum for all General Meetings will be no fewer than 15 financial members of the Group.

10 OFFICERS OF THE GROUP

The Chairperson, Deputy Chairperson, Secretary and Treasurer, shall be appointed by election at the Annual General Meeting, and shall hold office for the period of one year.

10.1 The Chairperson

The Group's Chairperson shall:

- i. Preside at all meetings
- ii. In the event that the Group's Chairperson is absent the Deputy Chairperson shall preside.
- iii. In the event where both officers are absent then that meeting shall elect a Chairperson for the occasion.
- iv. The Chairperson however elected will have only one vote and in the case of an equality of votes the status quo will be retained.
- v. The Group's Chairperson is the spokesperson for the Group.

10.2 The Secretary

The Secretary shall:

- i. Conduct all correspondence for the Group.
- ii. Keep full and correct minutes of the proceedings of the Group.
- iii. Have custody of all documents of the Group excluding financial records, securities or the like.

10.3 The Treasurer

The Treasurer shall be responsible for:

- i. All financial records, bank accounts, signatures and audit requirements.
- ii. Receiving, administering and accounting for the Group's funds.



- iii. Maintaining, and submitting for audit as and when required proper books of accounting.
- iv. All banking of the Group's moneys in the account styled "Reserves Preservation Group" as the branch of the bank or Building Society so nominated by the Executive Committee.
- v. Paying all accounts, salaries and wages, honorariums and other such expenses as duly authorized by the Executive Committee.
- vi. Maintaining a register of financial and ex-officio members.

11 EXECUTIVE COMMITTEE QUORUM

The Quorum of members of the Executive Committee shall be:

- i. In the case of an even number of members one half of the total number of committee members plus one;
- ii. In the case of an odd number of members the next highest number greater than one half of the total number of Committee Members.

12 EXPULSION OF MEMBERS OF THE EXECUTIVE COMMITTEE

- i. Any committee members absent from three consecutive meetings without reasonable excuse, shall be deemed to have resigned from the committee and the Executive Committee shall take steps to co-opt a replacement for the balance of the period.
- ii. Membership may be suspended or cancelled by a decision of the Management Committee in the case of misbehaviour or acting in a way doing harm to the standing of the Group. Such expulsion shall be passed by a two thirds majority of the Executive Committee Members.

13 MEETINGS OF THE EXECUTIVE MEETING

Meetings of the Executive Committee shall be held as frequently as required to carry out its functions and requirements but in any event not less than once every two months.

14 SUB-COMMITTEES AND STANDING COMMITTEES

The Executive Committee shall have the powers to form sub-committees and or Standing committees as and when required and to disband the same when no longer required.

15 AUDITOR

An Auditor shall be appointed at the Annual General Meeting to audit the accounts of the Group as and when required and upon the resignation of the Chairperson and/or Treasurer.



16 COMMON SEAL AND SEAL HOLDERS

The Group shall have a common seal which shall be held by the Secretary.

17 ACTS OF EXECUTIVE COMMITTEE AND SUB-COMMITTEE

All acts of the Executive Committee or Sub-Committee or any member thereof or any officer of the Group, shall be deemed valid notwithstanding, that it may afterwards be discovered, that some defect existed in the appointment of the Executive Committee, Sub-Committee or Standing Committee or any member thereof or the officer in question.

18 ALTERATION OF THE CONSTITUTION

The Constitution may only be changed by a Motion passed by a two thirds majority at a Special General Meeting called as per Clause (8).

19 DISSOLUTION

In the event that a Special General Meeting of the Group called as per Clause (8) for the purpose of dissolving the Group, a motion approving the Dissolution of the Group is passed by a two thirds majority of members present, all assets shall pass to an organization with similar aims nominated by the members present at the meeting, after first discharging all liabilities.

20 INDEMNITY

The members of the Executive Committee, Sub-Committee or Standing Committee and any officers of the Group shall be indemnified and saves harmless out of the funds of the Group, from an against charges, costs, losses, damages and expenses, which they or any of them, shall or may incur or sustain in or about the execution of their respective or may incur or sustain in or about the execution of their respective offices except as may be occasioned by or through their own wilful default, and none of them shall be answerable for the acts of others of them.

21 INCOME AND PROPERTY OF THE GROUP

The income and property of the Group, however derived, shall be applied solely towards the promotion of the objectives and purposes of the Group, and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus or otherwise, to any member of the Group unless approved by the Executive Committee in recompense for expenses incurred or services rendered on behalf of the Group.