

BUNDABERG EX SERVICEWOMEN'S ASSOCIATION: BY-LAWS

1	Administrative & Planning Matters	Resolution Details	Ref No
1.1	Chests Out	That the cost of producing and mailing Chests Out be borne by the Association	Aug-08
1.2	Planning Guides	That the Association produce and maintain comprehensive guidelines for the planning and conduct of events and activities in which the Association has a significant role.	Feb-13
1.3	By-Laws and Schedule	That the Secretary is to ensure that all members, including new members, are issued with a set of Association By-Laws and the Schedule annexed to the By-Laws	Feb-13
1.4	By-Law Maintenance	That the Association By-Laws may be amended by a General Meeting following one month notice of the proposed amendment. Notification of the approved amendment is to be provided to every member and where multiple amendments occur, a new set of By-Laws is to be issued to each member.	Feb-13
1.5	Schedule	That a Schedule recording a list of items (e.g. approved Donations, Amounts of Subsidies, Names of Association approved Signatories, etc.) which relates to these By-Laws is to be maintained and kept up to date by the Secretary. The Schedule may be amended at any time by a General Meeting. All amendments are to be notified to Association members and where necessary a new re-print schedule issued. <u>The</u> schedule is to be an Annex to the Association By Laws.	Feb-13
1.6	Property Register	That the Secretary maintain an up to date register of Association property including Library books on loan.	GM12b 21-Jan-13
2	Banner, Badges & Symbols	Resolution Details	Ref No
2.1	Committee Badges	That a badge showing the Committee Position with the Association badge on a gold background be purchased for Committee Members during their term of office, at the Association's expense.	Aug-11
2.2	Members Badges	That a badge showing the members name and service with the Association badge on a silver background be purchased at the member's expense. Purchase of member's badges is not compulsory.	Oct-11
2.3	Association Banners	That due to its age and fragile condition, the original, circa 1971, cloth Association banner only be used for special ceremonial occasions, as deemed by the Management Committee, where it is unlikely to be damaged, and that the 2012 banner, made of vinyl, be used for all occasions where the banner is required.	Feb-13
3	Ceremonial Activities & Events	Resolution Details	Ref No
3.1	ANZAC Day:- War Nurses Memorial	That the Association conduct the ANZAC Day service at the War Nurses Memorial in accordance with the programme approved by members annually, and endorsed by the Bundaberg Regional Council. The service is to be review annually, with approved changes included in the appropriate planning guide.	Aug-12
3.2	ANZAC Bus Trip	That a pre-ANZAC Day bus trip where tributes are placed on memorials in the region be undertaken at least tri-annually. That following a review of the previous bus trips and using the appropriate planning guide, the route and programme is to be presented for approval by members with the intention of varying the route and towns visited each trip.	Aug-12

3.3	Quiet Moment	That a 'Quiet Moment' be observed at the Servicewomen's Memorial, annually where possible at an appropriate time.	GM13a1 21-Jan-13
3.4	Quiet Moment, Roll Call	That the names of members deceased since the last Quiet Moment observance, be read at each observance.	MC12a 20-Jan-14
4	Financial Matters	Resolution Details	Ref No
4.1	Auditor	That the Auditor be paid \$50.00 for carrying out our annual audit.	Feb-08
4.2	Donations	That a list of Association Donations be maintained, reviewed and approved annually by members. The list to be recorded on the Schedule annexed to these By Laws.	Feb-13
4.3	Bus Travel Subsidy	That where bus transport has been arranged by the Association, a member's contribution is to be no more than recorded on the Schedule annexed to these By Laws, with the Association contributing the balance of transport costs.	Feb-13
4.4	Signatories	That the signatory for Association Accounts be the President, Treasurer, Vice President, Secretary and Assistant Treasurer with any two to sign and that the names of these office bearers be recorded in the Schedule.	MC 19Aug13 12.j
4.5	Lunch Subsidy	That for the annual Birthday and Christmas lunch functions, the Association provide a subsidy for the members' lunch as approved by the members at a General Meeting and recorded in the Schedule.	MC 3Apr13 8.a
4.6	History Fundraising	That when the Association runs Super Saturday during the month of January, the proceeds are to be allocated towards the History Project.	Feb-13
5	Meetings	Resolution Details	Ref No
5.1	AGM	That the Bundaberg RSL Sub Branch President be invited to attend the Association AGM and Chair the meeting for the Election of Office Bearers.	Feb-08
5.2	Meeting Times	That the Association General meetings which are held at the Bundaberg RSL, commence at 1330 (1:30pm).	May-11
5.3	Meeting Raffle	That the cost of a ticket for the monthly raffle be .50 cents.	Oct-00
6	Membership, Patron, FoE's & Partners	Resolution Details	Ref No
6.1	Subscription	That Membership subscription be increased to \$5.00 beginning 2006.	Aug-05
6.2	Patron	That a Patron be appointed for the Association.	Apr-08
6.3	Life membership	That Life Membership criteria be "that a member being nominated for Life Membership of the Association, must have been financial continuously for a period of at least ten years immediately prior to date of citation, and has rendered seven years of outstanding and meritorious work for the Association".	AGM 1998

6.4	Loyal members	That the class of "Honorary Membership "accepted under the Minute approved at the General meeting held 17 January 2005, be known as "Loyal Members" and that persons so proposed be approved only following Committee investigation of the nominees past membership and activity in the Association, and determination that her current medical status is such that denies her the opportunity to participate in Association meetings and activities and to pay the annual subscription. The Aim of the class of membership to be "so that a loyal member remains a member to the end". The names of those granted Loyal Membership is to be recorded on the Schedule annexed to these By Laws.	Feb-05
6.5	Friends of Ex Servicewomen (FoEs)	That a FoE is a person who has supported and or assisted our Association over a reasonable period of time and who has been accepted by the members as a Friend. FoE's pay no membership subscription and have no rights of members, but may be offered concessions at Association activities to which they have been invited. <i>The list of approved FoEs is to be recorded on the Schedule annexed to these By Laws.</i>	Feb-11
6.6	Partners	That a partner is a husband/de facto partner/carer. The partner is one person only and where that person is deemed to be a carer, the member should likewise be deemed to be in need of a carer. Partners pay no membership subscription and have no rights of members, but may be offered concessions at Association activities to which they have been invited.	Feb-11
6.7	World War Two Members	That the World War Two servicewomen who are financial for 2012 be granted free membership of the Association from 2013. The list of these members is to appear on the Schedule annexed to these By Laws.	Apr-12
7	Activities & Events	Resolution Details	Ref No
7.1	Annual Calendar	That a Calendar of Activities be produced and approved annually by members.	Feb-13
7.2	Birthday & Christmas Function Programme	That following a review of previous functions, and using the appropriate planning guides, a programme for each function be developed by the Management Committee, and presented for approval by members annually.	Feb-13
7.3	5 year Reunions	That the Association celebrate major reunion birthdays every 5 years over a weekend in July.	Feb-13
7.4	5 year Reunions Function Programme	That following a review of the previous reunion, and using the appropriate planning guides, a programme for the Reunion weekend be developed by the Management Committee, and presented for approval by members prior to each reunion.	Feb-13
7.5	History Project	That a history project for the Association be undertaken over the next 5 years (2012-2017) in readiness for our 50th Anniversary.	Jul-12
7.6	Historical Records	That members be encouraged to share their personal photographs and newspaper clippings relating to Association activities to enable an annual DVD to be produced for the Association birthday luncheon each July.	Feb-13