



FALCON GT CLUB OF CANBERRA INC.

CONSTITUTION

1. The name of the Falcon GT Club of Canberra is the “Falcon GT Club of Canberra inc”.
2. In these rules unless the contrary intention appears:

“**Rules**” means the Constitution of the Falcon GT Club of Canberra inc ;

“**Committee**” means the honorary Committee of Management of the Falcon GT Club of Canberra;

“**Meeting**” means a general meeting of members of the Falcon GT Club of Canberra convened in accordance with these rules;

“**Member**” means a member of the Falcon GT Club of Canberra;

3. OBJECTIVES AND PURPOSES

- (1) To perpetuate the history and future preservation of the Falcon GT.
- (2) To promote and encourage family and social activities within the Falcon GT Club of Canberra and with similar Clubs.
- (3) To conduct regular meetings at such times as the Committee may from time to time decide, however the Committee should meet at least four times a year.
- (4) To maintain a register of Members and a Vehicle Register.
- (5) To establish and distribute bulletins or regular publications to all financial members and at the discretion of the Committee, to associated Clubs or interested parties.
- (6) To take any action to increase the popularity, knowledge and membership of the Falcon GT Club of Canberra.
- (7) To appoint stewards, advisers and sub-committees to help in the administration of the Falcon GT Club of Canberra.

4. MEMBERSHIP

All membership applications for the Falcon GT Club of Canberra shall be made in writing, on the prescribed form, signed by the applicant and shall be in such form as the Committee shall prescribe from time to time. Upon the acceptance of the application by the Committee and upon payment of the first annual subscription the applicant shall be a member of the Falcon GT Club of Canberra. It shall be the responsibility of each Member to notify the Secretary of any change of address.

Membership shall be available to persons who are owners of a genuine or a replica Falcon GT, from 1967 - 1976, and their immediate family. A Member shall on application for membership, confirm details as required by the Club that show that the vehicle is of a reasonably high standard. Replicas must look the part, ie: V8 motor, GT stripes, badges, black-outs, shaker etc. Extenuating circumstances may be considered by the Committee.

4b. ASSOCIATE MEMBERSHIP

Associate Membership shall be available to any person owning an Australian made Ford up to and including 1978 that meet the requirements as laid out in the Rules of Associate Membership Falcon GT Club of Canberra.

An Associate Member will not have voting rights.

An Associate Member may apply to the Committee in writing for Full Membership after a period of 5 years continuous membership. Should Full Membership be granted, it will only continue to apply for as long as the member continues to provide ongoing service and contribution to the Falcon GT Club of Canberra, as determined by the Committee. Full membership will automatically be rescinded upon lapse of continuous membership.

An Associate Member may at any time by giving six months' notice in writing to the Secretary, resign as an Associate Member of the Club.

No portion of the income or property of the Club shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise to Associate Members of the Club should it be wound up or dissolved. Associate Members may not represent the club in terms of financial contracts, the supply of goods and services, the borrowing of money and the leasing of premises, and in making payments in accordance with any current contracts/ agreements. Associate Members have no rights to any property that remains after satisfaction of all Company debts and liabilities, and may not participate in any determination by Members as to the distribution of such property.

5. TERMINATION OF MEMBERSHIP

(1) A member may resign from the club at any time by giving notice in writing to any committee member. Such resignations shall only take effect at the time when received by a committee member, unless a later date is stated on the resignation.

(2) If a member:

Fails to comply with any of the provisions of this constitution; or

Conducts him or herself in a manner considered to be injurious or prejudicial to the character or interests of the club the members shall consider whether his or her membership shall be terminated.

(3) The member concerned shall be given full and fair opportunity of presenting his or her case, and if the members resolve to terminate his or her membership, they shall instruct the committee to advise the member accordingly in writing. If membership is terminated no fees will be refunded.

6. SUBSCRIPTIONS

(1) The subscription fees of membership shall be such sum as the Members shall determine from time to time at Annual General Meetings.

(2) All membership renewals are due at the 30th April each year, and must be paid within 30 days of the Annual General Meeting to remain continuous. The Annual General Meeting is to be held no later than 30th April each year.

7. THE COMMITTEE

- (1) The affairs of the Falcon GT Club of Canberra shall be managed and controlled exclusively by a Committee, which in addition to any powers and authorities conferred by these rules, may exercise all such powers and do all such things as are within the objectives of the Falcon GT Club of Canberra and are not by these rules required to be done by the Falcon GT Club of Canberra in general meeting.
- (2) The Committee shall have the power to appoint such officers and employees as are required to carry out the objectives of the Falcon GT Club of Canberra and may discuss or delegate any of its powers to such officers and employees.
- (3) **The Committee shall be comprised of a President, Vice President, Secretary Treasurer, Events Manager, Webmaster IC and the Registrar.**
- (4) Full members only are eligible for committee positions. Nominees for Club President must have held full membership for a minimum of **two full years** prior to nominating. Nominees for other Committee positions should have held full membership for a minimum of **two full years** prior to nominating.
- (5) The Committee may appoint a neutral person to fill a casual vacancy, and such a Committee Member shall hold office until the next annual general meeting or special general meeting of the Falcon GT Club of Canberra shall be eligible for re-election.
- (6) If more than one nomination occurs for a given position then that position is to be voted on.
- (7) Notice of all persons seeking election to the Committee shall be given to all Members of the Falcon GT Club of Canberra with the notice calling the meeting at which the election is to take place.
- (8) All nominees be proposed and seconded by full financial members on the nomination form prior to closing date of nominations. If only the required number of persons are nominated to fill the existing vacancies the Chairperson shall declare such persons duly elected as Committee Members.
- (9) The Committee may appoint any person(s) who is/are NOT a member of the Falcon GT Club of Canberra for any special purpose deemed necessary.

8. DUTIES OF OFFICERS

The **PRESIDENT** shall act as committee chairperson and control the direction, through the Falcon GT Club of Canberra. The President will hold the deciding vote if a decision is divided. The President will represent the Falcon GT Club of Canberra or nominate person/s as required at Falcon GT Club of Canberra outings.

The **VICE-PRESIDENT** will assist the President, and when necessary, take on the President's responsibility.

The **TREASURER** will ensure that:-

- (1) All money due to the Club is collected and received and that all payments authorised by the association are made.
- (2) Correct books and accounts are kept showing the financial affairs of the association including full details of all receipts and expenditures connected with the activities of the association.
- (3) Books to be audited by 3 elected non-committee members every 3-6 months.

The **SECRETARY** will:-

- (1) Control meetings.
- (2) Record names of members of the Committee and members present at the meeting.
- (3) Take meeting minutes.

The **EVENTS MANAGER** will organise club runs, events and social gatherings.

The **WEMASTER IC – Information Coordinator** will:-

- (1) Be responsible for provisioning electronic information and telecommunication systems to support the efficient and cost-effective operation of the Club.
- (2) Maintain the website and liaise as required with the internet and service provider.
- (3) Carry out the requirements as listed in the Webmaster – Information Coordinator role description.

The **REGISTRAR** will:-

- (1) Ensure affiliation with the Council.
- (2) Regulate the scheme.
- (3) Ensure Certification of financial members.
- (4) Ensure certification of age and authenticity of vehicle
- (5) Publish club activities which permit the use of members concession, in liaison with the club Events Manger and Webmaster.
- (6) Issue members sufficient copies of the 'Guidelines'.

9. FINANCIAL YEAR

The financial year of the Falcon GT Club of Canberra shall be the period commencing on the 1st of May and thereafter a period of 12 months ending on the 30th April in each year.

10. DISQUALIFICATION OF COMMITTEE MEMBERS

The office of Committee Members shall become vacant if a Committee Member is:-

- (1) expelled by the Club;
- (2) permanently incapacitated by ill health;
- (3) absent without apology from more than three consecutive Committee meetings, or more than four Committee meetings in a financial year.

11. PROCEEDINGS OF COMMITTEE

- (1) The Committee shall convene a meeting for the dispatch of business at least four times a year.
- (2) Questions arising at any meeting shall be decided by a majority of votes, and in the event of equality of votes the Chairperson shall have a casting vote in addition to a deliberating vote.
- (3) A quorum for a meeting of the Committee shall be three members.
- (4) A member of the Committee having a pecuniary interest in a contract with the Falcon GT Club of Canberra must disclose that interest to the Committee as required and shall not vote with respect to that issue.

12. RULES

- (1) Subject to approval by resolution of the members of the Falcon GT Club of Canberra these rules may be altered (including an alteration to name), or be rescinded and replaced by substituted rules at a properly convened meeting.
- (2) These rules shall bind every member to the same extent as if they had respectively signed and sealed them, and agreed to be bound by all of the provisions thereof. On acceptance by the Falcon GT Club of Canberra of a membership application, new members will be entitled to a copy of the Constitution of the Falcon GT Club of Canberra.

13. MEETINGS

- (1) At least seven days' notice of any general meeting shall be given to members. The notice shall set out where and when the meeting will be held and particulars of the nature and order of the business at the meeting shall be the consideration of the accounts and reports of the Committee and the auditors, the appointment of auditors and Committee Members (if required), and any other business requiring consideration in general meeting.
- (2) A notice may be given by the Falcon GT Club of Canberra to any member by serving the member with the notice personally, or by sending it by post to the address appearing in the register of members.
- (3) Where notice is sent by post or email, service of the notice shall be deemed to be effected if it is properly addressed and sent to the member either by ordinary prepaid mail, or to the email address provided on their membership form.
- (4) Notice of meeting at which a Special Resolution is to be proposed shall be given at least 21 days prior to the date of the meeting.
- (5) The Committee may call a Special General Meeting and shall call an Annual General Meeting of the Falcon GT Club of Canberra giving not less than 21 days notice.
- (6) Upon a request in writing of not less than ten full members of the Falcon GT Club of Canberra, the Committee shall within one month of the receipt of the request, convene a Special General Meeting for the purpose specified in the request.
- (7) Every request for a Special General Meeting shall be signed by the members making the same and shall state the purpose of the meeting.
- (8) If a Special General Meeting is not convened within one month as required by sub-rule (3) the requesters may convene a special meeting. Such a meeting shall be convened in the same manner as a meeting convened by the Committee, and for this purpose the Committee shall ensure that the requesters are supplied free of charge with particulars of the members entitled to receive a notice of meeting. The reasonable expenses of convening and conducting such a meeting shall be borne by the Falcon GT Club of Canberra.
- (9) All correspondence to be on time. No late acceptances will be recognised for any reason whatsoever.
- (10) Amendments to the constitution can only be made at an Annual General Meeting of a Special General Meeting.

14. PROCEEDINGS AT MEETINGS

- (1) Seven full members present personally or by proxy shall constitute a quorum at any meeting.
- (2) If within thirty minutes after the time appointed for the meeting a quorum of members is not present, a meeting convened upon the requisition of members shall lapse. In any other case, the meeting shall stand adjourned on the same day in the next week, at the same time and place, and if at such adjourned meeting a quorum is not present within thirty minutes of the time appointed for the meeting, the members present shall form a quorum.
- (3) The Chairperson of the Committee, or if there shall be no Chairperson the vice Chairperson of the Committee or in their absence, or on their declining to take, or retiring from the chair, one of the Committee members chosen by the meeting, shall preside as Chairperson at every general meeting of the Falcon GT Club of Canberra .
- (4) If there is no such Chairperson or vice Chairperson present within ten minutes after the time appointed for holding the meeting, the members present may choose one of their number to be Chairperson.
- (5) The Chairperson may, with the consent of any meeting at which a quorum is present, and shall if so directed by the meeting, adjourn from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (6) When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as if that meeting were an original meeting of members.
- (7) At any general meeting, items of business requiring a decision to be made on an outcome shall be deemed to have adequate discussion when a motion confirming the outcome is moved and seconded by two members at the meeting and carried by a majority vote of all members present.
- (8) A declaration shall be made by the Chairperson of the meeting that a resolution has been carried or lost, unless a poll is demanded by conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, the resolution.
- (9) If a poll is demanded by the Chairperson of the meeting or by three or more members present personally or by proxy, it shall be taken in such a manner as the Chairperson directs. The result of such poll shall be in the resolution of the meeting, except that in the case of a Special Resolution a majority of not less than three quarters of the members who being entitled to do so vote personally or by proxy at the meeting is required.
- (10) A poll demanded on the election of a Chairperson of a meeting or on any question of an adjournment shall be taken at the meeting and without adjournment.

15. MINUTES

- (1) Proper minutes of all proceedings of meetings of the Falcon GT Club of Canberra and of meetings of the Committee, shall be entered within one month after the relevant meeting in the monthly newsletter issued to all financial members.
- (2) The minutes kept pursuant to this rule shall be deemed true and correct signified by such a motion being moved and seconded at the next general meeting.
- (3) Where minutes entered are moved and seconded they shall unless the contrary is proved, be evidence that the meeting was convened and duly held, and that all appointments made at a meeting shall be deemed to be valid.

16. VOTING RIGHTS

Members, who are financial, shall have the right to vote in annual elections or on any other matter which involves Falcon GT Club of Canberra policy or direction.

17. ACCOUNTS

The Treasurer of the Falcon GT Club of Canberra shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Falcon GT Club of Canberra.

18. WINDING UP

The Falcon GT Club of Canberra may be wound up by Special Resolution, upon the majority vote of not less than three quarters of all full members of the Falcon GT Club of Canberra, by voting either in person or by proxy at a Special General Meeting convened to consider such question.

19. APPLICATION OF SURPLUS ASSETS

In the event of the Falcon GT Club of Canberra being dissolved, the amounts which remain after such dissolution and satisfaction of debts and liabilities shall be transferred to any other organisation with similar objectives and which is free from income tax or to a charitable organisation which is approved by the Commissioner of Taxation as a public benevolent institution for the purposes of any Commonwealth Taxation Act.

20. ACCESS TO COPIES OF THE CONSTITUTION

The Falcon GT Club of Canberra Inc. Constitution will be available to all members via the club website. Alternatively, members may, upon request, receive a copy from the Club as requested.