

# Constitution of Central North Field Naturalists Inc.

## 1. Preamble

The rules outlined in this document are a simplified and more appropriate version adapted from the Model Rules issued by Tasmanian Consumer Affairs and Fair Trading. For matters that are not dealt with in this document, the [Model Rules](#) are deemed to form part of the association rules.

## 2. Title

The name of the association is: Central North Field Naturalists Inc.

## 3. Office of Association

The office of the Club shall be at the address of the Secretary or such other place as the Committee shall determine.

## 4. Objectives

- a. To study and appreciate the natural environment through personal observation.
- b. To encourage the preservation of the natural environment by bringing together people with similar interests.
- c. To participate in surveys and research to increase knowledge of Tasmania's biodiversity.
- d. To provide and disseminate information about the natural environment.
- e. To be a responsible apolitical advocate on environmental conservation matters.

## 5. Membership

A member of the community declaring an active interest in and support for the objectives of the Association may, upon application in writing and payment of the membership fee, become a member, on approval of the committee.

## 6. General Meetings

- a. The Annual General Meeting of members will be held as soon as possible after the end of the Association's financial year; the financial year for the Association shall run from 1 July to 30 June.
- b. A quorum for the transaction of business at an Annual General Meeting or General Meeting is 10 members entitled to vote.

## 7. Management of Association

- a. The affairs of the Association are to be managed by a committee.

### **The committee shall comprise the following officers and members**

- i. President
- ii. Secretary
- iii. Treasurer
- iv. Walks coordinator
- v. A minimum of one committee member.

### **The Executive shall comprise**

- i. President
- ii. Secretary
- iii. Treasurer

### **b. Election**

- i. The members of the Committee shall be financial members elected at the Annual General Meeting of the Association and hold the office for the ensuing year.
- ii. Voting for Committee members shall be determined by a simple majority.
- iii. If an office becomes vacant the remaining members of the Committee may appoint another financial member (or previously nominated person) to the office or call for nominations.

### **c. Records**

The Executive shall keep membership records, minutes of meetings, maintain accurate financial records, and record activities of the Association.

## **8. Committee Meetings**

- a. Meetings held as required with a minimum of three per year.
- b. A quorum for the transaction of business at a Committee meeting is three members of the committee.

## **9. Finances**

- a. A true and accurate record shall be kept by the Treasurer for monies received and expended by the Association.
- b. Records shall be open to inspection by financial members only.
- c. The Executive shall open and hold accounts in financial institutions as determined by the Committee into which all monies received shall be paid.
- d. The assets and income of the Association shall be applied solely in furtherance of its stated objectives and no portion shall be distributed directly or indirectly to members of the Association except as bona fide compensation for expenses incurred on behalf of the Association.
- e. No monies shall be withdrawn from the accounts except for expenditure authorised by the Committee. All reimbursements require receipts.
- f. Three (3) signatories to the bank accounts shall be: the Treasurer, President, and Secretary. Two signatories will be required to operate the accounts.

## **10. Subscriptions**

The amount of annual subscriptions shall be determined by members at the Annual General Meeting

## **11. Amendments**

The constitution may be amended only at Annual General Meetings and only upon 30 days notice being given to all financial members.

## **12. Dissolution**

- a.** In the event of a successful carriage of motion, at a legally constituted AGM or Special General Meeting, to dissolve and disband the Association, all remaining real and financial assets of the Group shall be donated, and all liabilities if any, disclosed, to a similar non-profit organization with objectives that are sufficiently similar to those of the Association, after consultation with the other organization.
- b.** If the Association is wound up, each member of the Association, including members of the last 12 months, is liable to contribute to the Association costs, charges and expenses of the winding up, not exceeding \$1.00. Former financial members are not liable to contribute in respect of any debt or liability of the Association contracted after he/she ceased to be a financial member.

## **13. Privacy Statement**

Members of the Association must not use information from the contact list of members of the Association to send material to another member of the Association for the purpose of advertising for political, religious, charitable, or commercial purposes.