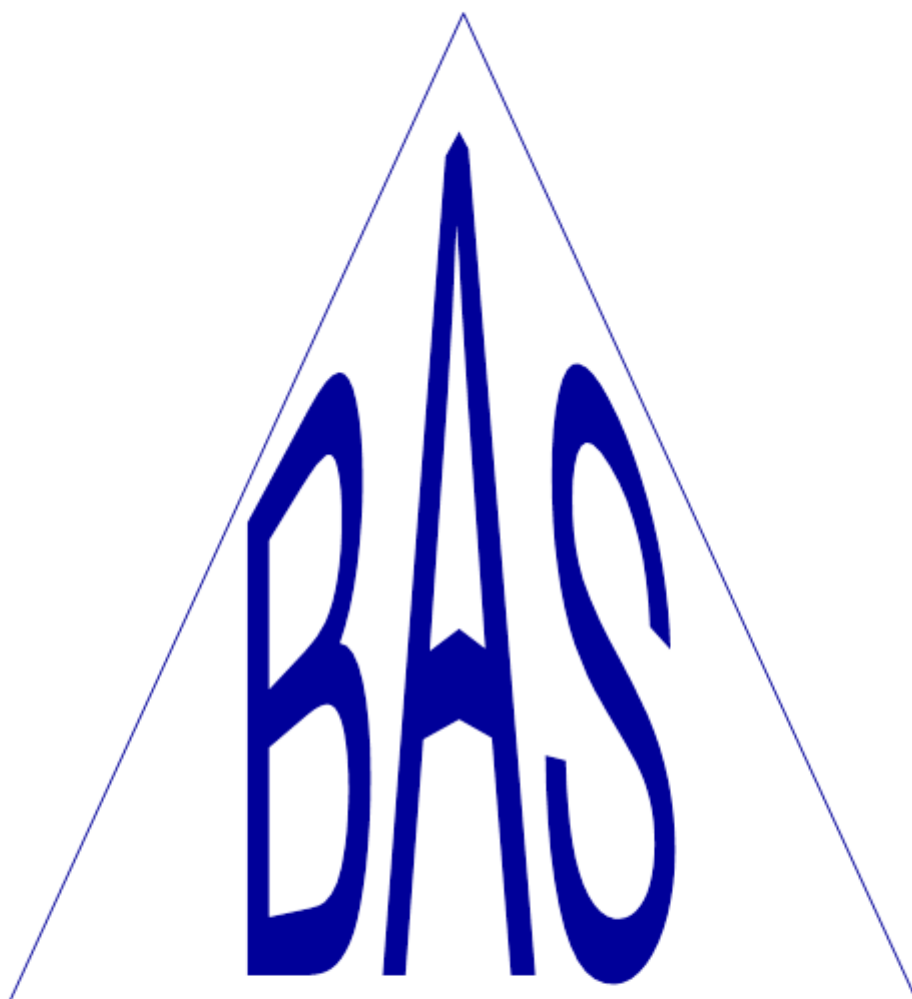


Brighton Agricultural Society Inc.



Constitution
Dated August 2009

Brighton Agricultural Society Inc.
PO Box 29
Brighton Tasmania 7030

Brighton Agricultural Society Inc.
Constitution
As at July 2009

Contents

Rule		Page
1.	Name	2
2.	Interpretation	2
3.	Office	3
4.	Objects & Purposes	3
5.	Structure of the Association	3
6.	Income & Property of the Association	3-4
7.	The Affairs of the Association	4
8.	Power of the Association	4-5
9.	Disclosure of Interest in Contracts	5
10.	Common Seal of the Association	5
11.	Inspection of Records, etc of the Association	5
12.	Distribution of Surplus Property on Winding up the Association	5-6
13.	Membership	7
14.	Annual Subscriptions	7
15.	Register of Members of the Association	6
16.	Notification of Resignation from Association	7
17.	Termination of Membership of the Association	7
18.	Suspension or Expulsion of Members of the Association	8
19.	Misconduct by members	8-9
20.	Disputes and Mediation	9
21.	Honorary Life Members, Achievement Award or Service Award	10
22.	Constitution of the Committee	10-11
23.	Officers of the Association	11-12
24.	Election of Officers	12-13
25.	Executive Committee	13
26.	Notices	13
27.	Banking and Finance	13-14
28.	Financial year	14
29.	Treasurer	14
30.	Auditor	14-15
31.	Committee Meeting	15-16
32.	Sub-Committees	16
33.	Annual General Meeting	16
34.	Special General Meeting	16-17
35.	Notices of General Meetings and Annual General Meeting	17
36.	Business & Quorum at General Meetings & Annual General Meeting	17
37.	President to Preside at General Meetings	17
38.	Adjournment of General Meetings	18
39.	Determination of questions arising at General Meetings	18
40.	Votes at General Meetings	18
41.	Amendment of the Constitution	18
42.	Vacation of Office	19

1. NAME

The name of the Association shall be Brighton Agricultural Society Inc. (in this Constitution called "the Association").

2. INTERPRETATION

In these rules, expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography, and other modes of representing or reproducing words in a visible form.

2.1 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1931 and the Act as in force on the date on which these rules are adopted by the Association.

2.2 "BAS" means Brighton Agricultural Society Inc.

"annual general meeting" is the meeting convened under rule 34.

"committee meeting" means a meeting referred to in rule 32.

"general meeting" means a meeting to which all members are invited and referred to in rule 33.

"special general meeting" means a general meeting other than the annual general meeting referred to in rule 35.

"convene" means to call together for a formal meeting;

"financial year" means the period beginning on 1st January in each year and ending on the 31st December next following.

"members" means Member of the Association;

"ordinary member" means having paid a subscription;

"ordinary resolution" means resolution other than a special resolution;

"poll" means voting conducted in written form (as opposed to a show of hands);

"the Act" means the Associations Incorporation Act 1964;

"the Association" means the Association referred to in rule 1;

"the Commissioner" means the Commissioner for Fair Trading exercising powers under the Act;

"the Committee" means the Committee of Management of the Association referred to in rule 22.

"the Secretary" means the Secretary referred to in rule 23.1.5.

"the Committee members" means a member as referred to in rule 23.1.6.

"the Treasurer" means the Treasurer referred to in rule 23.1.4.

"the First Vice-Chairperson" means the First Vice-Chairperson referred to in rule 23.1.2.

"the Second Vice-Chairperson" means the Second Vice-Chairperson referred to in rule 23.1.3.

"the Sub-Committee" means the Sub-Committee referred to in rule 33.

"the Servants" mean employees of the Association;

"Ordinary Committeeperson" mean members not being a member of the executive and representing the associated groups at the discretion of the Executive Committee and existing Committee members.

"the Chairperson" means in relation to the proceedings at a Committee meeting or General meeting, the person presiding at the Committee meeting or General meeting in accordance with rule 38.1 or rule 38.2.

"special resolution" has the meaning given by section 24 of the Act, that is:

A resolution is a special resolution if it is passed by a majority of not less than three-fourths of the members of the association who are entitled under the rules of the association to vote and vote in person or, where proxies or postal votes are allowed by the rules of the association by proxy or postal vote, at a general meeting of which notice specifying the intention to propose the resolution as a special resolution was given in accordance with those rules.

At a meeting at which a resolution proposed as a special resolution is submitted, a declaration by the person presiding that the resolution has been passed as a special resolution shall be evidence of the fact unless, during the meeting at which the resolution is submitted, a poll is demanded in accordance with the rules of the Association or, if the rules do not make provision as to the manner in which a poll may be demanded, by at least 3 members of the association present in person or, where proxies are allowed, by proxy.

If a poll is held, a declaration by the person presiding as to the result of a poll is evidence of the matter so declared.

3. OFFICE

The Office of the Association shall be at the Bob Scott Pavilion, Pontville Park, Pontville and the Postal Address of the Association shall be Post Office Box 29, Brighton Tasmania 7030 or such other place as the committee may, from time to time, determine.

4. OBJECTS & PURPOSES

4.1 The Objects and Purposes of the Association shall be to encourage, foster and advance the interests of Agriculture, Horticulture Education and Recreation by the holding of shows, exhibitions or similar functions and the awarding of prizes, trophies and certificates for competitive or non competitive exhibits, displays, games and any events, and matters in any way associated with Agriculture, Horticulture, Education and Recreation.

4.2 to cooperate with Associations having similar objectives;

4.3 to improve advance and deal with any matters in the interest of Agriculture, Education and Recreation;

4.4 to encourage improvement in agriculture, food production and rural living;

4.5 to provide leadership in sustaining the social structure of rural communities, including, but not limited to, maintaining educational opportunities and traditional activities in communities;

4.6 promoting the acquisition of knowledge and skills in agriculture and other vocations; and

4.7 to hold exhibitions for the display of horses, cattle, and sheep and other livestock, and such of the arts as may be deemed advisable pastoral, agricultural, dairying, farm and garden produce of all kinds, machinery and things as are incidental or conducive to the attainment.

4.8 the establishment and support (maybe financial), or aiding in the establishment and support, of any other association formed for any of the basic objects of the Associations.

5. STRUCTURE OF THE ASSOCIATION

The Association shall comprise:

5.1 Executive Committee

5.2 Committee of Management

5.3 Committee Members

5.3 Sub-Committees

5.4 Members

6. INCOME AND PROPERTY OF THE ASSOCIATION

The Income and property of the Association, however derived, shall be applied solely towards the promotion of the Objects and Purposes of the Association and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise, to any member of the Association. The Association may support financially any Association as referred to in rule 4.8.

The Association shall not –

- 6.1** appoint a member of the committee to any office of the Association to the holder of which there is payable any remuneration by way of salary, fees, or allowances, or recompense for time spent, nor
- 6.1.1** pay to any such person any remuneration or other benefit in money or money's worth other than the repayment of out-of-pocket expenses or honorarium.
- 6.2** Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of:-
 - 6.2.1** remuneration in return for services actually rendered to the Association by the servant or member or for goods supplied to the Association by the servant or member in the ordinary course of business;
 - 6.2.2** interest at a rate not exceeding 7 ¼ % on moneys lent to the Association by the servant or member; or
 - 6.2.3** a reasonable and proper sum by way of rent for premises let to the Association by the servant or member.

7. THE AFFAIRS OF THE ASSOCIATION

- 7.1** The Affairs of the Association shall be managed by a Committee of Management constituted as provided in rule 23.
- 7.2** The committee
 - 7.2.1** shall control and manage the business and Affairs of the Association;
 - 7.2.2** may, subject to these rules, exercise all such powers and functions as may be exercised by the Association, other than those powers and functions that are required by these rules to be exercised by general meetings of members of the Associations; and
 - 7.2.3** subject to the Act and these rules, has power to perform all such acts and things as appear to the committee to be essential for the proper management of the business and affairs of the Association.

8. POWER OF THE ASSOCIATION

In addition to the basic objects of the Association, the objects and purposes of the Association shall be deemed to include:

- 8.1** the purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purposes of the Association;
- 8.2** the buying, selling, and supplying of, and dealing in, goods of all kinds;
- 8.3** the construction, maintenance, and alteration of buildings or works necessary or convenient for any of the objects or purposes of the Association;
- 8.4** the accepting of any gift, whether subject to a special trust or not, for any one or more of the objects or purposes of the Association;
- 8.5** the taking of such steps from time to time as the Committee or a General Meeting may deem expedient for the purpose of procuring contributions to the funds of the Association, whether by way of donations, subscriptions, or otherwise;
- 8.6** the printing and publishing of such newspapers, periodicals, books, leaflets, or other documents as the Committee or the Members in the Annual General Meeting may think desirable for the promotion of the objects and purposes of the Association;
- 8.7** the borrowing and raising of money in such manner and on such terms as the Committee may think fit or as may be proved or directed by resolution passed at an Annual General Meeting;

- 8.8 subject to the provisions of the Trustee Act 1989, the investment of any moneys of the Association not immediately required for any of its objects or purposes in such manner as the committee may from time to time determine;
- 8.9 the making of gifts, subscriptions, or donations to any of the funds, authorities, or institutions, to which paragraph (a) of subsection (1) of section 78 of the Income Tax and Social Services Contribution Assessment Act 1936-1964 of the Commonwealth relates;
- 8.10 the establishment and support, or aiding in the establishment and support, of any other Associations formed for any of the basic objects of the Association.
- 8.11 the purchase or acquisition, and undertaking, of all or any part of the property, assets, liabilities, and engagements of any association with which the Association may at any time become amalgamated in accordance with the provisions of the Act and the Constitution of the Association; and
- 8.12 the doing of all such other lawful things as are incidental or conducive to the attainment of the basic objects of the Association or of any of the objects and purposes specified in the foregoing provisions of this sub-rule.

9. DISCLOSURE OF INTEREST IN CONTRACTS

- 9.1 A member of the Committee who has a financial interest in any contract or arrangement made or proposed to be made with the Association shall disclose his/her interest at the first meeting of the Committee at which the contract or arrangement is first taken into consideration, if his/her interest then exists, or, in any other case, at the first meeting of the Committee after the acquisition of his/her interest.
- 9.2 If a member of the Committee becomes interested in a contract or arrangement after it is made or entered into he/she shall disclose his/her interest at the first meeting of the Committee after the acquisition of his/her interest.
- 9.3 No member of the Committee shall vote as a member of the Committee in respect of any contract or arrangement in which he/she is interested and if he/she does so vote his/her vote shall not be counted.

10. COMMON SEAL OF THE ASSOCIATION

- 10.1 The Common Seal of the Association shall be in the form of a rubber stamp, inscribed with the name of the Association encircling the word "Seal".
- 10.2 The Common Seal of the Association shall not be affixed to any instrument except by the authority of the Committee, and the affixing thereof shall be attested by the signatures either of two of the Executive Committee or one of the Executive Committee and the Public Officer of the Association and that attestation is sufficient for all purposes that the Common Seal was affixed by authority of the Committee and every use of the Common Seal must be recorded in the minute book.
- 10.3 The Common Seal of the Association must be kept in the custody of the Public Officer or of such other person as the Committee from time to time decides.

11. INSPECTION OF RECORDS, ETC OF THE ASSOCIATION

- 11.1 A member may at any reasonable time inspect without charge the books, documents, records and securities of the Association.

12. DISTRIBUTION OF SURPLUS PROPERTY ON WINDING UP THE ASSOCIATION

If upon the winding up or dissolution of the Association with the consent of three quarters or more of the voting members at an Annual General Meeting or Special General Meeting in accordance with the provisions of the Association's Incorporation Act 1981.

- 1. a) every member of the Club, and

- b) every person who, within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association,
- 2. is liable to contribute to the assets of the Association for payment of the debts and liabilities of the Association and for the costs, charges and expenses of the winding up and for the adjustment of the rights of the contributories among themselves such sum, not exceeding \$10.00, as may be required, but a former member is not liable so to contribute in respect of any debt or liability of the Association contracted after he ceased to be a member.
- 3. and if there remains after satisfaction of all its debts and liabilities any property whatsoever, the same must not be paid to or distributed among the members, or former members. The surplus property must be given or transferred to another association incorporated under the Act which has similar objects and purposes and which is not carried out for the purposes of profit or gain to its individual members, and which association shall be determined by resolution of the members.

13. MEMBERSHIP

- 13.1** A person who wishes to become a member of the Association must complete a membership nomination form (*see Appendix 1*) which is :
 - a) accompanied by the written consent of the person nominated;
 - b) seconded by a member of the Executive committee;
 - c) lodged with the Secretary of the Association or at any meeting of the Association. Membership will be confirmed after a 1 month period.
- 13.2** A person who is approved for membership as provided in these rules is eligible to be a member of the Association on payment of the annual subscription prescribed in, or fixed under, these rules.
- 13.3** A person who is not a member of the Association at the time of the incorporation of the Association shall not be admitted to membership unless he/she accepted under rule 13.1.
- 13.4** A person who wishes to re-new their membership to the Committee must complete a committee renewal membership form (*see Appendix 2*) lodged with the Secretary of the Association or at any meeting of the Association along with their payment of the annual subscription referred in rule 14.1.
- 13.5** As soon as practicable after the receipt of a nomination, the Secretary shall refer the nomination to the committee or to the executive committee.
- 13.6** Upon a nomination being approved by the committee or the executive committee, the Secretary shall, with as little delay as possible, notify the nominee, in writing or the new member(s) or can be informed in person at the meeting(s) of the Association, that he/she has been approved for membership of the Association and, upon receipt of the sum payable by or on behalf of the nominee as his/her first year's subscription, shall enter the nominee's name in a register of members to be kept by the Secretary, whereupon the nominee becomes a member of the Association and be entitled to vote.
- 13.7** An applicant whose application for membership of the Association is rejected under sub-rule 13.3 must, if he or she wishes to appeal against that decision, give notice to the Secretary of his or her intention to do so within a period of fourteen (14) days from the date he or she is advised of the rejection.
- 13.8** When notice is given under sub-rule 13.7, the Association in a General Meeting no later than the next Annual General Meeting, must either confirm or set aside the decision of the Committee to reject the application, after having afforded the applicant who gave that notice a reasonable opportunity to be heard by, or to make representations in writing to, the Association in the General Meeting.

14. ANNUAL SUBSCRIPTIONS

- 14.1** Until otherwise fixed pursuant to sub-rule 14.2 of this rule, the annual subscription payable by committee members shall be the sum of \$10.00 (ten dollars).
- 14.2** The committee members may from time to time at an Annual General Meeting or by the committee members by special resolution determine the amount of the subscription to be paid by each committee member.
- 14.3** Each committee member must pay to the Treasurer; an annual subscription on or before fourteen (14) days prior to the Annual General Meeting of the Association.
- 14.4** Subject to rule 14.5, a committee member whose subscription is not paid within 3 months after the relevant date fixed by or under rule 14.3 ceases on the expiry of that period to be a committee member, unless the Committee decides otherwise.
- 14.5** A person exercises all he rights and obligations of a committee member for the purposes of these rules if his or her subscription is paid on or before the relevant date fixed by or under rule 14.3 or within 3 months thereafter, or such other time as the Committee allows.
- 14.6** Ordinary members pay an Annual Subscription of \$20.00.

15. REGISTER OF MEMBERS OF THE ASSOCIATION

The Secretary, on behalf of the Association, must comply with section 27 of the Act by keeping and maintaining:

- 15.1** In an up to date condition a register of the committee members of the Association and their postal or residential addresses and, upon the request of a committee member of the Association, shall make the register available for the inspection of the committee member and the committee member may make a copy of or take an extract from the register but shall have no right to remove the register for that purpose.
- 15.2** The register must be so kept and maintained at the Secretary's place of residence or at such other place as the committee members at a general meeting decide.
- 15.3** The Secretary must cause the name of a person who dies or who ceases to be a committee member under rule 17 to be deleted from the register of committee members referred to in rule 15.1.

16. NOTIFICATION OF RESIGNATION FROM ASSOCIATION

- 16.1** A member of the Association may, at any time, resign from the Association by delivering or sending by post to the Secretary a written notice of resignation.
- 16.2** Upon receipt of a notice under rule 17, the Secretary shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of the Association.
- 16.3** A right, privilege, or obligation of a person by virtue of his membership of the Association:
- 16.3.1** is not capable of being transferred or transmitted to another person; and terminates upon the cessation of his/her membership, whether by death, resignation, or otherwise.

17. TERMINATION OF MEMBERSHIP OF THE ASSOCIATION

Membership of the Association may be terminated upon:

- 17.1** receipt by the Secretary or Public Officer or another Committee member of a notice in writing from a member of his or her resignation from the Association. Such person remains liable to pay to the Association the amount of any subscription due and payable by that person to the Association but unpaid at the date of termination; or

- 17.1.1 non-payment by a member of his or her subscription within three months of the date fixed by the Committee for subscriptions to be paid, unless the Committee decides otherwise in accordance with rule 14.5; or
- 17.1.2 expulsion of a member in accordance with rule 18.

18. SUSPENSION OR EXPULSION OF MEMBERS OF THE ASSOCIATION

If the Committee considers that a member should be suspended or expelled from membership of the Association because his or her conduct is detrimental to the interests of the Association, the Committee must communicate, either orally or in writing, to the member:

- 18.1.1 notice of the proposed suspension or expulsion and of the time, date and place of Committee meeting at which the question of that suspension or expulsion will be decided; and
 - 18.1.2 particulars of that conduct, not less than 30 days before the date of the Committee meeting referred to in rule 18.1.1.
- 18.2 At the Committee meeting referred to in a notice communicated under rule 18., the Committee may, having afforded the member concerned a reasonable opportunity to be heard by, or to make representations in writing to, the Committee, suspend or expel or decline to suspend or expel that member from membership of the Association and must, forthwith after deciding whether or not to suspend or expel that member, communicate that decision in writing to that member.
- 18.3 Subject to rule 18.5, a member has his or her membership suspended or ceases to be a member 14 days after the day on which the decision to suspend or expel a member is communicated to him or her under rule 18.2.
- 18.4 A member who is suspended or expelled under rule 18.2 must, if he or she wishes to appeal against that suspension or expulsion, give notice to the Secretary of his or her intention to do so within the period of 14 days referred to in rule 18.3.
- 18.5 When notice is given under rule 18.4;
- 18.5.1 the Association in a General Meeting, must either confirm or set aside the decision of the Committee to suspend or expel the member, after having afforded the member who gave that notice a reasonable opportunity to be heard by, or to make representations in writing to, the Association in the General Meeting; and
 - 18.5.2 the member who gave that notice is not suspended or does not cease to be a member unless and until the decision of the Committee to suspend or expel him or her is confirmed under this sub-rule.

19. MISCONDUCT BY MEMBERS

- 19.1 Where the Committee believes that a member or members may have been guilty of conduct detrimental to the reputation or interests of the Association, it may appoint a Committee of Inquiry to investigate the alleged misconduct.
- 19.2 A Committee of Inquiry appointed under rule 19.1 shall;
- 19.2.1 have three or five members;
 - 19.2.2 have as its terms of reference, a motion of the Committee specifying the names of the member or members concerned and specifying the alleged misconduct to be investigated;
 - 19.2.3 be required to prepare a report to the Committee within twenty one days of the meeting of the Committee at which the Committee was appointed setting out its findings of the facts and, if it considers that misconduct has occurred, the Committee's recommendations concerning action to be taken.
- 19.3 In carrying out its function, a Committee of Inquiry shall;

- 19.3.1 give the member or members whose conduct is being investigated a reasonable opportunity to address the Committee and to answer any allegations made;
 - 19.3.2 interview such other members and non-members as it thinks fit;
 - 19.3.3 examine and consider any documents as it considers relevant to the conduct being investigated.
- 19.4 A copy of the report of a Committee of Inquiry shall be given to the member or members whose conduct was under investigation within twenty eight days of the meeting at which the Committee of Inquiry was appointed.
- 19.5 Not more than eight and not less than six weeks following the appointment of a Committee of Inquiry, a Special Meeting of the Committee shall be convened at which;
- 19.5.1 no action; or issue a warning or reprimand; or declare an office held by a member found guilty of misconduct for a specified time; or terminate the membership of a member found guilty of misconduct.
- 19.6 A three-quarter majority of those present and entitled to vote at a Special Meeting of Committee convened under rule 19.5 shall be required to remove a member from office or suspend or terminate a person's membership.

20. DISPUTES AND MEDIATION

- 20.1 The grievance procedure set out in this rule applies to disputes under these rules between:
- 20.1.1 a member and another member; or
 - 20.1.2 a member and the Association; or
 - 20.1.3 if the Association provides services to non-members, those non-members who receive services from the Association; and the Association.
- 20.2 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
- 20.3 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- 20.4 The mediator must be:
- 20.4.1 a person chosen by agreement between the parties; or
 - 20.4.2 in the absence of agreement:
 - 20.4.2.1 in the case of a dispute between a member and another member, a person appointed by the Committee of the Association;
 - 20.4.2.2 in the case of a dispute between a member or relevant non-member (as defined by rule 20.1, (20.1.3) and the Association, a person who is a mediator appointed to, or employed with, a not for profit Association.
- 20.5 A member of the Association can be a mediator.
- 20.6 The mediator cannot be a member who is a party to the dispute.
- 20.7 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 20.8 The mediator, in conducting the mediation, must:
- 20.8.1 give the parties to the mediation process every opportunity to be heard;
 - 20.8.2 allow due consideration by all parties of any written statement submitted by any party; and
 - 20.8.3 ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- 20.9 The mediator must not determine the dispute.
- 20.10 The mediation must be confidential and without prejudice.
- 20.11 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

- 21. HONORARY LIFE MEMBERSHIP, ACHIEVEMENT AWARD OR SERVICE AWARD**
- 21.1** A nomination of a person for Honorary Life Membership of the Association:
- 21.1.1** shall complete an Honorary Life Membership nomination form; (*see Appendix 3*)
 - 21.1.2** be nominated by anyone and be seconded by a *financial committee* member of the Association;
 - 21.1.3** be lodged with the committee for them to discuss and present to all members at a Special General Meeting; (*Special General Meeting – convened for that purpose only*)
 - 21.1.4** then be considered by the Committee at a Committee Meeting to decide on the recommendation from the Special General Meeting and only be approved by all members attending the meeting and entitle to vote there at, after approval by the Committee shall be entered into the register of members and be entitled to the rights, privileges and obligations of membership without payment of any further subscription, and shall be voting members of the Committee; and
 - 21.1.6** such Honorary Life Member shall be notified in writing of the Committees decision to bestow such membership on him/her together with the reasons for so doing.
- 21.2** A nomination of a person for an Achievement Award or Service Award of the Association:
- 21.2.1** shall complete an Achievement Award or Service Award nomination form; (*see Appendix 4*)
 - 21.2.2** be nominated by anyone and be seconded by a financial member of the Association;
 - 21.2.3** be lodged with the committee for them to discuss and present to all members at a Special General Meeting; (*Special General Meeting – convened for that purpose only*)
 - 21.2.4** then be considered by the Committee at a Committee Meeting to decide on the recommendation from the Special General Meeting and only be approved by all members attending the meeting.
 - 21.2.5** such Achievement Award or Service Award shall be notified in writing of the Committees decision to bestow such membership on him/her together with the reasons for so doing.
- 21.3** There may be a Patron and a Vice Patron of the Association who shall be such as accepts the invitation of the Association to occupy that office.
- 21.3.1** The Patron and Vice Patron shall be non-voting members on the committee.
 - 21.3.2** The Patron and Vice Patron are to promote the objectives and purposes of the Association at every opportunity.
 - 21.3.3** Expectation of the Patron and Vice Patron will be to use them as representation of what the Association stands for and they will act as a representative force for public relations and marketing usage when instructed by the Executive Committee.
 - 21.3.4** The Patron and Vice Patron are accountable to the Association as a whole.
 - 21.3.5** The Patron and Vice Patron may be removed by resolution of a General Meeting of the Association, passed by a special majority, or by resignation.

22. CONSTITUTION OF THE COMMITTEE

- 22.1** The Committee shall consist of:
- 22.1.1** the Officers of the Association.
 - 22.1.2** the Ordinary Committeeperson

The committee should consist of at least 10 members up to a maximum of 18

- 22.2** In the event of a casual vacancy occurring in the office of Ordinary Committee persons, the committee may appoint a member of the Association to fill the vacancy, and the member so appointed shall hold office, subject to these rules until the conclusion of the Annual General Meeting next following the date of his appointment.
- 22.3** In addition to the voting members of the Committee, the following persons may be non-voting members:
- 22.3.1** the Patron;
 - 22.3.2** the Vice Patron;
 - 22.3.3** one representative nominated by the Brighton Council;
 - 22.3.4** any such persons as the Committee may appoint by special resolution.

23. OFFICERS OF THE ASSOCIATION

- 23.1** The Officers of the Association shall be:
- 23.1.1** a President;
 - 23.1.2** a First Vice-President;
 - 23.1.3** a Second Vice-President;
 - 23.1.4** a Treasurer;
 - 23.1.5** a Secretary; and
 - 23.1.6** Ordinary Committee persons representing Associated Groups at the discretion of the Executive Committee or Existing Committee members.
- 23.2** Each officer of the Association shall hold office until the conclusion of the next Annual General Meeting next after the date of his/her election but is eligible for re-election.
- 23.3** In the event of a casual vacancy in any office mentioned in rule 23.1 of this rule, the committee may appoint one of its members to the vacant office, and the member so appointed may continue in office up to and including the conclusion of the Annual General Meeting following his/her appointment, but may be eligible for re-election.
- 23.4** The Secretary must;
- 23.4.1** co-ordinate the correspondence of the Association;
 - 23.4.2** keep full and correct minutes of the proceedings of the Committee and of the Association;
 - 23.4.3** comply on behalf of the Association with:
 - 23.4.3.1** section 27 of the Act with respect to the register of members of the Association, as referred to in rule 15.1;
 - 23.4.3.2** section 28 of the Act by keeping and maintaining in an up to date condition the rules of the Association and, upon the request of a member of the Association, must make available those rules for the inspection of the member and the member may make a copy of or copy an extract from the rules but will have no right to remove the rules for that purpose; and
 - 23.4.3.3** section 29 of the Act by maintaining a record of:
 - the names and residential or postal addresses of the persons who hold the offices of the Association provided for by these rules, including all offices held by the persons who constitute the Committee and persons who are authorised to use the common seal of the Association under rule 22.1; and
 - the names and residential or postal addresses of any persons who are appointed or act as trustees on behalf of the Association,
 and the Secretary must, upon the request of a member of the Association, make available the record for the inspection of the member and the member may make a copy of or copy an extract from the record but will have no right to remove the record for that purpose;
- 23.5** unless the members resolve otherwise at a General Meeting, have custody of all books, documents, records and registers of the Association, including those referred to in

paragraph 23.4.3 but other than those required by rule 29.1 to be kept and maintained by, or in the custody of, the Treasurer; and

23.6 perform such other duties as are imposed by these rules on the Secretary.

24. ELECTION OF OFFICERS

24.1 Nominations of candidates for election of Officers of the Association or as Ordinary Committeeman.

24.2 Committee members must be elected to membership of the Committee at an Annual General Meeting or appointed under rule 24.8.

24.3 Subject to rule 24.8, a Committee member's term will be from his or her election at an Annual General Meeting until the election referred to in rule 24.2 at the next Annual General Meeting after his or her election, but he or she is eligible for re-election to membership of the Committee.

24.4 Except for nominees under rule 24.7, a person is not eligible for election of Officers of the Association of the Committee unless a member has nominated him or her for election by delivering a notice in writing of that nomination, (which may be endorsed on the form of Committee Nomination Form); signed by-

24.4.1 any two members of the Association

24.4.2 the nominee to signify his or her willingness to stand for election, to the Secretary not less than seven (7) days before the day on which the Annual General Meeting concerned is to be held.

24.5 A person who is eligible for election or re-election under this rule may:

24.5.1 propose or second himself or herself for election or re-election; and

24.5.2 vote for himself or herself.

24.6 If the number of persons nominated in accordance with rule 24.4 for election to membership of the Committee does not exceed the number of vacancies in that membership to be filled:

24.6.1 the Secretary must report accordingly to; and

24.6.2 the Chairperson must declare those persons to be duly elected as members of the Committee at,

the Annual General Meeting concerned.

24.7 If vacancies remain on the Committee after the declaration under rule 24.6, additional nominations of Committee members may be accepted from the floor of the Annual General Meeting. If such nominations from the floor do not exceed the number of vacancies the Chairperson must declare those persons to be duly elected as members of Committee. Where the number of nominations from the floor exceeds the remaining number of vacancies on the Committee, elections for those positions must be conducted.

24.8 If a vacancy remains on the Committee after the application of rule 24.7, or when a casual vacancy within the meaning of rule 43.1 occurs in the membership of the Committee:

24.8.1 the Committee may appoint a member to fill that vacancy; and

24.8.2 a member appointed under this rule will:

24.8.2.1 hold office until the election referred to in rule 24.2; and

24.8.2.2 be eligible for election to membership of the Committee, at the next following Annual General Meeting.

24.9 The Committee may delegate, in writing, to one or more sub-committees (consisting of such member or members of the association as the Committee thinks fit) the exercise of such functions of the Committee as are specified in the delegation other than-

24.9.1 the power of delegation; and

24.9.2 a function which is a duty imposed on the Committee by the Act or any other law.

- 24.10** Any delegation under rule 24.9 may be subject to such conditions and limitations as to the exercise of that function or as to time and circumstances as are specified in the written delegation and the Committee may continue to exercise any function delegated.
- 24.11** The Committee may, in writing, revoke wholly or in part any delegation under rule 24.9.

25. EXECUTIVE COMMITTEE

- 25.1** The Executive Committee shall consist of:
- 25.1.1** the President;
 - 25.1.2** the First Vice-President;
 - 25.1.3** the Second Vice-President;
 - 25.1.4** the Treasurer; and
 - 25.1.5** the Secretary
- 25.2** The Executive may issue instructions to the Public Officer and the members of the Association in matters of urgency connected with the management of affairs of the Association during the intervals between meetings of the committee.
- 25.3** Where the Executive Committee takes any action on behalf of the Committee the Executive shall report thereon to the next meeting of the Committee.
- 25.4** The President shall convene meetings of the Executive Committee upon giving at least five days notice.
- 25.5** Any three members of the Executive Committee constitute a quorum for the transaction of the business of a meeting of the Executive Committee.

26. NOTICES

A notice may be served by or on behalf of the Association upon any member:

- 26.1** personally, or
- 26.2** by sending it through the post in a prepaid letter addressed to the place last nominated by the member as his/her postal address, or
- 26.3** by written electronic media to the place nominated by the member for such communication.

27. BANKING AND FINANCE

- 27.1** The Treasurer shall, on behalf of the Association, receive all moneys paid to the Association and forthwith after the receipt thereof issue official receipts thereof.
- 27.2** The Committee shall cause to be opened with such bank as the Committee selects banking accounts in the name of the Association into which all moneys received shall be paid by the Treasurer as soon as possible after receipt thereof.
- 27.3** The committee may receive from the Association's bank or bankers for the time being the cheques drawn by the Association or any of its accounts with the bank or bankers and may release and indemnify the bank or bankers from and against all claims, actions, suits, or demands that may be brought against the bank or bankers arising directly or indirectly out of those cheques or the surrender thereof to the Association.
- 27.4** Except with the authority of the Committee, no payment of a sum exceeding two dollars shall be made from the funds of the Association otherwise than by cheque drawn on the Association's bank account, but the committee may provide the Treasurer with a sum to meet urgent expenditure, subject to the observance of such conditions in relation to the use and expenditure thereof as the committee may impose.
- 27.5** The Treasurer of the Association shall faithfully keep all financial records, accounting books, and records of receipts and expenditure connected with the operations and business of the Association in such form and manner as the committee may direct.
- 27.6** The accounts, books, and financial records referred to, shall be kept at the Association's office or at such place as the committee may decide.
- 27.7** No cheques shall be drawn on the Association's bank account except for the payment of expenditure that has been authorised by the committee.

27.8 All cheques, drafts, bills of exchange, promissory notes, and other negotiable instruments shall be signed by the Secretary or, President (or their written nominee) in his/her absence, by such other member or members of the committee as the committee may nominate for that purpose, and shall be countersigned by the Treasurer.

27.9 True accounts shall be kept of the property, credits, and liabilities of the Association, and subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Association for the time being; those accounts shall be open for inspection to the members of the committee.

28. FINANCIAL YEAR

The financial year of the Association is the period beginning on 1st January in each year and ending on the 31st December next following.

29. TREASURER

29.1 The Treasurer must:

29.1.1 be responsible for the receipt and expenditure of all moneys paid to or received by, or by him or her on behalf of, the Association and must issue receipts for those moneys in the name of the Association;

29.1.2 pay all moneys referred to in rule 29.1.1 into such account or accounts of the Association as the Committee may from time to time direct;

29.1.3 make payments from the funds of the Association with the authority of a General Meeting or of the Committee and in so doing ensure that all cheques are signed by himself or herself and at least one other authorised Committee member, or by any two others as are authorised by the Committee;

29.1.4 comply on behalf of the Association with sections 25 and 26 of the Act with respect to the accounting records of the Association by-

29.1.4.1 keeping such accounting records, correctly recorded and explain the financial transactions and financial position of the association;

29.1.4.2 keeping its accounting records in such manner as will enable true and fair accounts of the Association to be prepared from time to time;

29.1.4.3 keeping its accounting records in such manner as will enable true and fair accounts of the Association to be conveniently and properly audited; and

29.1.4.4 submitting to members at each annual general meeting of the Association accounts of the Association showing the financial position of the Association at the end of the immediately preceding financial year.

29.1.5 at each committee meeting, submit to the Committee a report, balance sheet or financial statement in accordance with that direction

29.1.6 unless the members resolve otherwise at a General Meeting, have custody of all securities, books and documents of a financial nature and accounting records of the Association, including those referred to in rules (29.1.4) and (29.1.5); and

29.1.7 perform such other duties as are imposed by these rules on the Treasurer.

29.1.8 The Treasurer of the Association shall cause to be delivered to the auditor a list of all the accounts, books, and records of the Association.

30. AUDITOR

30.1 At each Annual General Meeting, the members present shall appoint a person as the Auditor who shall hold office until the Annual General Meeting next after that at which he/she is appointed.

- 30.2** If an Auditor is not appointed at an Annual General Meeting or if a casual vacancy occurs in the office of Auditor during the year. Committee shall appoint an Auditor who shall hold office until the next Annual General Meeting.
- 30.3** The Auditor may only be removed from the office by a Special Resolution of Committee.
- 30.4** Once at least in each financial year of the Association, the accounts of the Association shall be examined by the Auditor.
- 30.5** The auditor shall certify as to the correction of the accounts of the Association, and shall report thereon to the members present at the Annual General Meeting.
- 30.6** In his/her report, and in certifying to the accounts, the auditor shall state:
- 30.6.1** whether he/she has obtained the information required by him/her;
- 30.6.2** whether, in his/her opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the Association according to the information at his/her disposal and the explanations given to him/her and as shown by the books of the Association; and
- 30.6.3** whether the rules relating to the administration of the funds of the Association have been observed.
- 30.7** ***The Auditor***
has a right of access to the accounts, books, records, vouchers, and documents of the Association;
- 30.7.1** may require from the servants of the Association such information and explanations as may be necessary for the performance of his duties as auditor;
- 30.7.2** may employ persons to assist him/her in investigating the accounts of the Association; and
- 30.7.3** may, in relation to the accounts of the Association, examine any member of the committee or any servant of the Association.
- 31. COMMITTEE MEETING**
- 31.1** The Committee shall meet a minimum of 9 times a year at such place and at such time as the committee may determine.
- 31.2** Special meetings of the committee may be convened by the President, or any four of its committee members.
- 31.3** Notice shall be given to members of the committee of any special meeting, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.
- 31.4** Any six members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- 31.5** No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting, in which case it lapses.
- 31.6** At meetings of the committee:
- 31.6.1** the President, or in the absence of the President, the First Vice-President, or in the absence of both the President and the First Vice-President, the Second Vice-President; shall preside as Chairperson at every General Meeting.
- 31.6.2** if the President and both the Vice-Presidents are absent from a General Meeting, the members present shall elect one of the members to preside as Chairperson.
- 31.7** Questions arising at meetings of the committee or of any sub-committee appointed by the committee shall be determined on a show of hands or, if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.
- 31.8** Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote

and, in the event of an equality of votes on any question; the person presiding may exercise a second or casting vote.

31.9 Written notice of each committee meeting shall be served on each member of the committee by delivering it to him/her fourteen days before the meeting or by sending it by post in a prepaid letter addressed or electronic form to him/her at his/her usual or last known place of abode in time to reach him/her in due course of post before the date of the meeting.

32. SUB-COMMITTEES

32.1 The committee may at any time appoint a sub-committee from the members as it may think fit and shall prescribe the powers and functions thereof.

32.2 The committee may co-opt as members of a sub-committee such persons as it thinks fit, but a person so co-opted is not entitled to vote.

32.3 Three appointed members of a sub-committee constitute a quorum at a meeting of the sub-committee.

32.4 Meetings of a sub-committee shall be called by the Chairperson of the sub-committee provided that the Committee may require the Chairperson of a sub-committee to convene a meeting of the sub-committee and if no meeting is convened within 30 days of such a request, the President shall convene a meeting of the sub-committee.

32.5 At least three days notice shall be served on each member of the sub-committee before the date of the meeting.

33. ANNUAL GENERAL MEETING

33.1 The Association shall convene an Annual General Meeting within three months of the end of the financial year of the Association.

33.2 The Annual General Meeting shall be specified as such in the notice convening it and shall be in addition to any other General Meetings that may be held in the same year.

33.3 The ordinary business of the Annual General Meeting shall be:

33.3.1 to confirm the minutes of the last preceding Annual General Meeting and of any General Meeting held since that meeting;

33.3.2 to receive from the Committee, and Servants of the Association reports upon the transactions of the Association during the last preceding financial year,

33.3.3 to elect the Officers;

33.3.4 to elect the Committee;

33.3.5 to appoint the Auditor;

33.3.6 to appoint the Patron;

33.3.7 to appoint the Vice Patron;

33.3.8 to appoint the Public Officer;

33.3.9 to consider proposed changes to this Constitution;

33.3.10 to elect the Association's representatives to other bodies;

33.3.11 to determine the remuneration/honorariums of Servants of the Association.

33.3.12 to consider general business which includes setting the forthcoming year's gate charges and committee membership and early bird passes and member subscriptions.

33.3.13 and to define activities and interests to be developed in the ensuing year.

33.4 The Annual General Meeting may transact special business of which notice is given accordance with this Constitution if received by the Secretary, in writing, 28 days prior to the advertised date of the next Annual General Meeting.

34. SPECIAL GENERAL MEETING

34.1 The Committee may, whenever it thinks fit, convene a Special General Meeting of the Association.

- 34.2** The Committee shall, on the requisition in writing of not less than ten members, convene a Special General Meeting of the Association.
- 34.3** A requisition for a Special General Meeting shall state the objects of the meeting and shall be signed by the requisitionists and deposited at the office of the Association and may consist of several documents in the like form, each signed by one or more of the requisitionists.
- 34.4** If the Committee does not cause a Special General Meeting to be held within twenty-one (21) days from the date on which a requisition is received at the office of the Association, the requisitionists, or any of them, may convene the meeting; but any meeting so convened shall not be held after three months from the date of the deposit of the requisition was lodged.
- 34.5** A Special General Meeting convened by requisitionists in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the committee, and all reasonable expenses incurred in convening the meeting shall be refunded by the Association to the person incurring them.
- 35. NOTICES OF GENERAL MEETINGS AND ANNUAL GENERAL MEETING**
- 35.1** At least twenty one days before the date fixed for holding a General Meeting or an Annual General Meeting, the Secretary of the Association shall, cause to be inserted in at least one newspaper published in this State an advertisement specifying the place, day, and time for the holding of the meeting, and the nature of the business to be transacted thereat.
- 35.2** Forward a notice of meeting to each member specifying the place, day and time for holding of the meeting, and the nature of the business to be discussed.
- 36. BUSINESS & QUORUM AT GENERAL MEETINGS AND ANNUAL GENERAL MEETING**
- 36.1** All business that is transacted at a General Meetings and all business that is transacted at the Annual General Meeting, with the exception of that specially referred to in these rules as being the ordinary business of the Annual General Meeting, shall be deemed to be special business.
- 36.2** Twelve (12) of the total possible number of members entitled under these rules to vote shall constitute a quorum for the transaction of the business of a General Meeting.
- 36.3** No item of business shall be discussed at a General Meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering that item.
- 36.4** If within one hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; and in any other case it shall stand adjourned to the same day in the next week, at the same time and (unless another place is specified by the chairman at the time of the adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place, and if at the adjourned meeting a quorum is not present within one hour after the time appointed for the commencement of the meeting, the meeting shall be dissolved.
- 37. PRESIDENT TO PRESIDE AT GENERAL MEETINGS**
- 37.1** The President, or in his/her absence, the First Vice-President, or in the absence of both the President and the First Vice-President, the Second Vice-President, shall preside as Chairman at every General Meeting of the Association.
- 37.2** If the President and both Vice-Presidents are absent from a General Meeting, the members present shall elect one of their number to preside as chairperson.

38. ADJOURNMENT OF GENERAL MEETINGS

- 38.1** The Chairperson of a General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 38.2** It is not necessary to give any notice of an adjournment or of the business to be transacted at the adjourned meeting except where a meeting is adjourned for fourteen days or more, in which case the same notice of the adjourned meeting shall be given as in the case of the original meeting.

39. DETERMINATION OF QUESTIONS ARISING AT GENERAL MEETINGS

- 39.1** A question arising at a General Meeting of the Association shall be determined on a show of hands and unless before or on the declaration of the result of the show of hands a poll is demanded, a declaration by the Chairperson that a resolution has, on a show of hands, been carried, or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the minutes book of the Association is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, shall be deemed to be the resolution of the meeting on that question.
- 39.2** If at a General Meeting a poll on any question is demanded it shall be taken at that meeting in such manner as the chairperson may direct, and the result of the poll shall be deemed to be the resolution of the meeting on that question.
- 39.3** A poll that is demanded on the election of a chairperson, or on a question of adjournment, shall be taken forthwith, and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the chairman may direct.

40. VOTES AT GENERAL MEETINGS

- 40.1** Each member of the Association under rule 22.1 is entitled to vote at a General Meeting provided that member has paid all membership subscriptions due as at the date of the General Meeting and approved by the committee prior to the General Meeting.
- 40.2** Upon any questions arising at a General Meeting each member eligible to vote has one vote only.
- 40.3** All votes shall be given by members personally present.
- 40.4** In the case of an equality of voting on a question the chairperson of the meeting is entitled to exercise a second or casting vote.

41. AMENDMENT OF THE CONSTITUTION

- 41.1** Members, who are entitled to vote at an Annual General Meeting, may give notice, in writing, of a proposed amendment to this Constitution to the Secretary before the 1st December prior to the Annual General Meeting;
- 41.2** On receipt of a notice or notices under rule 25.4, the President shall convene a meeting of the Executive Committee to consider the proposed changes;
- 41.3** the Executive Committee shall recommend to the Annual General Meeting the adoption, rejection or amendment of the proposed changes and may recommend any other changes to this Constitution that it considers appropriate;
- 41.4** The Secretary shall send to members a copy of the notices of proposed changes to this Constitution received under rule 36 and of the recommendations of the Executive at least twenty one days prior to the Annual General Meeting;
- 41.5** Provided that the notice required in rule 36 is given, a motion to amend this Constitution may be passed by three quarters (3/4) of those present and entitled to vote at the Annual General Meeting and, unless a later date is specified by the Annual General Meeting, shall take effect immediately.

42. VACATION OF OFFICE

42.1 For the purposes of these rules, the office or an Officer of the Association or of an Ordinary Committeeman becomes vacant if the Officer or Committeeman:

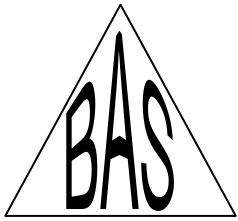
- 42.1.1** dies;
- 42.1.2** becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his creditors, or make any assignment of his estate for their benefit;
- 42.1.3** becomes of unsound mind;
- 42.1.4** resigns his office by writing under his/her hand addressed to the committee;
- 42.1.5** ceases to be resident in the State; (other than as a consequence of an exchange arrangement made through the Association);
- 42.1.6** fails without leave granted by the Committee, to attend three consecutive meetings of the committee;
- 42.1.7** is removed from office by a resolution of Committee in accordance with Rule 19 (Misconduct by Members);
- 42.1.8** ceases to be a member of the Association; or
- 42.1.9** fails to pay all arrears of subscription due by him/her within fourteen days after he/she has received a notice in writing signed by the Secretary stating that he/she has ceased to be a financial member of the Association.

I certify that the foregoing regulations are in accordance with the law.

This Constitution hereby dated:

To be forwarded to:

President:



Brighton Agricultural Society Inc.

President: Mrs Michelle Dilger
Phone: (03) 6268 1640 or 0407 507 265

Secretary: Mrs Carol Collidge
PO Box 29, Brighton
TASMANIA 7030
Phone: (03)6249 3390 or 0409 410 221
Email: carol@brightonshow.com

ABN: 78 762 536 924

COMMITTEE MEMBERSHIP NOMINATION FORM

I,, wish to become a new member to the Brighton Agricultural Society Inc.

Signed Date

Nominated by:

I,, Executive Member of the Brighton Agricultural Society Inc. acknowledges the above nomination and has been lodged in accordance with Section 13 of the Constitution.

Signed Date.....

Membership Information

Mr/Mrs/Miss/Ms Surname: _____ **Christian Name:** _____

Address: _____

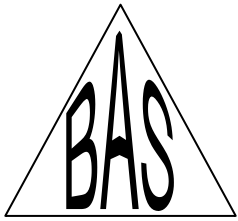
_____ **Postcode:** _____

Telephone: (Hm) _____ **Mobile:** _____

Email: _____

Annual Subscription: \$10.00

Annual Subscription must accompany this Committee Membership Nomination Form when lodged to the Secretary or at any meeting of the Association. Once approved it will entitle you to voting rights at all meetings and to receive 2 adults and 3 children's passes for the day of the Brighton Show.



Brighton Agricultural Society Inc.

President: Mrs Michelle Dilger
Phone: (03) 6268 1640 or 0407 507 265

Secretary: Mrs Carol Collidge
PO Box 29, Brighton
TASMANIA 7030
Phone: (03)6286 1122 or 0409 410 221
Email: carol@brightonshow.com

ABN: 78 762 536 924

RENEWAL COMMITTEE MEMBERSHIP FORM

(Only to be filled out by existing members of the Committee)

Renewal Membership Information

Mr/Mrs/Miss/Ms Surname: _____ **Christian Name:** _____

Address: _____

_____ **Postcode:** _____

Telephone: (Hm) _____ **Mobile:** _____

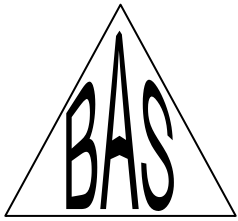
Email: _____

Year Joined BAS Committee: _____

Annual Subscription:	\$10.00
Donation:	_____
Sponsorship:	_____
Total:	\$ _____

Any donation or sponsorship you would like to make would be appreciated.

Annual Subscription must be accompany with this renewal Committee Membership Form when lodged with the Secretary or at any meeting of the Association, which will entitle you to voting rights at all meetings and to receive 2 adults and 3 children's passes for the day of the Brighton Show.



Brighton Agricultural Society Inc.

President: Mrs Michelle Dilger
Phone: (03) 6268 1640 or 0407 507 265

Secretary: Mrs Carol Collidge
PO Box 29, Brighton
TASMANIA 7030
Phone: (03)6249 3390 or 0409 410 221
Email: carol@brightonshow.com

ABN: 78 762 536 924

HONORARY LIFE MEMBERSHIP NOMINATION FORM

I,, nominate, to become a Honorary Life Member to the Brighton Agricultural Society Inc.

Signed Date

I,, a financial member of the Brighton Agricultural Society Inc seconded, to become an Honorary Life Member to the Brighton Agricultural Society Inc.

Signed Date

Applicant information

Mr / Mrs / Miss / Ms (*Please circle one*)

Surname:

Christian Name:

Year joined Brighton Agricultural Society Inc.:

Positions held on the Brighton Agricultural Society Inc.

.....
.....
.....
.....

Contribution to Brighton Agricultural Society Inc.:

.....
.....

.....
.....
.....
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.....
.....

Please provide a detailed explanation, why the person being nominated should be awarded an Honorary Life Membership to the Brighton Agricultural Society Inc.:

.....
.....
.....
.....

Suggestion of a suitable occasion for presentation: (*within at least 3 months time*)

.....

BRIGHTON AGRICULTURAL SOCIETY INC

Procedure for Awarding

Honorary Life Membership

An Honorary Life Membership is the highest and most prestigious award within the Brighton Agricultural Society Inc.

A committee person may be nominated by anyone and be seconded by a financial committee member of the Association.

A nomination must be accompanied by a detailed explanation as to why the nominee is deserving of the Honorary Life Membership along with the Honorary Life Membership Nomination Form.

- The nomination must be lodged with the Executive Committee for them to discuss and present to all members at a Special General Meeting.
- A decision should be made by the Committee at a Committee meeting on the recommendation from the Special General Meeting. If not approved, the nominator should be notified. The criteria for the award should be taken into account when considering a nominee. If more information is needed, the matter may be delayed until the next Committee meeting while further details are sought.
- The Committee may either accept or reject the recommendation of the Special General Meeting based on a majority decision.
- If approved, the President shall arrange a suitable occasion at which to present the Honorary Life Membership.

The Award

Honorary Life Member becomes a full member (for life) of the Association and is entitled to the rights, privileges and obligations of membership without payment of any further subscription, and shall be a full voting member of the Committee.

They are presented with:

A Life Members Badge

A Certificate

Copy of Nomination Form

Points to Consider

Confidentiality:

Where possible the surprise to the recipient is desirable and all members who are aware of a nomination should keep this information confidential.

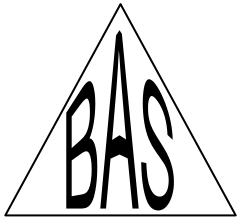
Pre-requisites:

The person must have made an exceptional contribution to the Brighton Agricultural Society Inc.

Criteria:

Honorary Life Membership is just that; bestowing membership of BAS for life as the highest honour Brighton Agricultural Society Inc. can give. It should not be awarded for length of service or for holding an executive position i.e. President, Senior or Junior Vice President, Secretary or Treasurer on the Committee.

Honorary Life Membership will be presented to people who have already made a lifetime commitment to the *ideals* of Brighton Agricultural Society Inc. as demonstrated by their extraordinary and selfless contribution to the Association.



Brighton Agricultural Society Inc.

President: Mrs Michelle Dilger
Phone: (03) 6268 1640 or 0407 507 265

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Email: carol@brightonshow.com

ABN: 78 762 536 924

ACHIEVEMENT AWARD OR SERVICE AWARD NOMINATION FORM

*Please strike out the Award you are not nominating the person for:
Achievement Award or Service Award*

I,, nominate, for an Achievement Award or a Service Award to the Brighton Agricultural Society Inc.

Signed Date

I,, a financial member of the Brighton Agricultural Society Inc seconded,
..... for an Achievement Award or Service Award to the Brighton Agricultural Society Inc.

Signed Date

Applicant information

Mr / Mrs / Miss / Ms *(Please circle one)*

Surname:

Christian Name:

Year joined Brighton Agricultural Society Inc.:

Positions held on the Brighton Agricultural Society Inc.

.....
.....
.....
.....

BRIGHTON AGRICULTURAL SOCIETY INC

Procedure for Awarding

Achievement Award or Service Award

The Achievement Award or Service Award

This Award should be given to those whose service is above and beyond the normal duties of a committee member.

- A committee person maybe nominated by anyone and be seconded by a financial committee member of the Brighton Agricultural Society Inc..
- A nomination must be accompanied by a detailed explanation as to why the nominee is deserving of an Achievement Award or Service Award along with the Achievement Award or Service Award Nomination Form.
- The nomination must be lodged with the Secretary to present to all members at a Special General Meeting for discussion.
- A decision should be made by the full Committee at a Committee meeting on the recommendation from the Special General Meeting. If not approved, the nominator should be notified. The criteria for the award should be taken into account when considering a nominee. If more information is needed, the matter may be delayed until the next Committee meeting while further details are sought.
- The Committee may either accept or reject the recommendation of the Special General Meeting based on a majority decision.
- If approved, the President shall arrange a suitable occasion at which to present the Achievement Award or Service Award

They are presented with:
A Certificate
Copy of Nomination Form

Points to Consider

Confidentiality:

Where possible the surprise to the recipient is desirable and all members who are aware of a nomination should keep this information confidential.

Criteria:

Achievement Award or Service Award is not necessarily awarded for holding an Executive position i.e. President, First or Second Vice President, Secretary or Treasurer on the Committee.

Achievement Award: Preferred minimum of 3 years dedicated service to the Society.

Service Award: Preferred minimum of 7 years dedicated service to the Society.