Radford College Parents & Friends Association Inc

Summary of proposed amendments to constitution

At its meeting conducted on 19 October 2015, the Management committee resolved that a Special General Meeting of the Association should be convened to consider, and if thought fit, pass a resolution amending the constitution of the Association.

The primary purpose of the proposed amendments agreed to by the Management Committee and set out below is to streamline the management of the Association and to provide greater flexibility in addressing the challenge of managing a volunteer organisation. Principally, the amendments extend the allowable term of members of the Management Committee, and of the Board nominee, subject to a special resolution at a Special or Annual General Meeting.

The amendments also:

(a) provide consistency of terminology throughout the document;
(b) provide a greater expenditure limit to the Treasurer;
(c) amend the financial year of the Association;
(d) provide for the Annual General Meeting to be called later in the year; and
(e) reduce the minimum number of meetings of the Management Committee required each year

The Proposed changes are underlined. Please refer to the marked-up copy of the present constitution for further context.

1. Clause 3 – insert new definition for special resolution, as follows: “Special resolution means the agreement of at least 2/3 of the members present and entitled to vote at a meeting”

2. Clause 5(b) – amend to read: “to apply funds raised to the purposes and objects of the College as determined from time to time…”

3. Clause 5(c) – amend to read: “subject to the Trustee Act 1925 (ACT) to invest moneys of the Association…”

4. Clause 12(b) – amend to read: “Upon receipt of a notice under sub-clause 12(a) the Secretary must...convene a General Meeting of the Association to be held within 28 days after the date on which the Secretary received the notice…”

5. Clause 16(f) – amend to read: “The Management Committee may make by-laws...including ...nomination of parent member(s) to the Board of Directors of the College, and related matters…”

6. Clause 17(e) – amend to read “Unless expressly authorised by special resolution at an Annual General Meeting or Special General Meeting, no member may serve more than 3 consecutive years…”
7. Clause 17(f) – amend to read: “Unless expressly authorised by special resolution at an Annual General Meeting or Special General Meeting, no member may hold any one office...during any part of the year following that person’s completion of 3 consecutive years in that office...”

8. Clause 18 – amend to read: “The Association nominee on the Board of Directors of the College is to be a member of the Association...”

9. Clause 18(c) – amend to read: “the nominee is to be appointed by the Management Committee...but unless expressly authorised by special resolution at an Annual General Meeting or Special General Meeting, may not serve on the Board...for more than 2 consecutive years.”

10. Clause 18(e) – amend to read: “the nominee must not already be a member of the Board of Directors of the College.”

11. Clause 19(a) – amend to read: “The Annual General Meeting must be held not later than the last day of April in each year.”

12. Clause 22 – amend to read: “The Management Committee must meet...not less than six times per calendar year.”

13. Clause 24(c) – amend to read: “The financial year of the Association is the period from 1 January to 31 December.”

14. Clause 24(g) – amend to read: “Except with the authority of the Management Committee, no payment of a sum exceeding $1,000 may be made from the funds of the Association otherwise than by cheque drawn...”

15. Clause 25 – amend to read: “…This may be through a policy held by the College or through a policy held by the Association...”

16. Clause 31 – amend to read: “Subject to the Act, the Association may be dissolved in terms of a special resolution carried at a Special General Meeting of the Association, called for that purpose. Such resolution must provide for the disposal of funds...to the College, to another body associated with the College, or if this is not possible...”

17. Clause 32(c) – amend to read: “Changes to any or all parts of this Constitution must be carried by special resolution; and”

Andrew Herring
Secretary
2 February 2016