

# ACT Aeromodellers Association Incorporated

ABN 58 449 580 984

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## Rules of the ACT Aeromodellers Association Inc

20 September 2006

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For revisions see HISTORY OF AMENDMENTS

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#### PART B. BY-LAWS

## **PART A. CONSTITUTION**

### **1. NAME**

The name of the Association is the A.C.T. Aeromodellers Association Incorporated.

### **2. INTERPRETATION**

- a). "The Association" and/or the abbreviation "ACTAA Inc." means the above named Association.
- b). "Governing Body" means the "Model Aeronautical Association of Australia" or as abbreviated the "MAAA".
- c). "CIAM" means "International Committee for Model Aircraft".
- d). "FAI" means "Federation Aeronautique Internationale".
- e). "The Territory" means the Australian Capital Territory.
- f). "Writing" and "Written" includes printing, typing or any modes of reproduction or representing words in visible form.
- g). "Affiliated Body" and/or "Affiliated Bodies" shall be any body or club in the Territory (or elsewhere subject to approval of the MAAA) which has been granted affiliation and which has paid its affiliation fees up to date.
- h). "Financial Year" shall be the period commencing on the 1st July in any one year and concluding on the next succeeding 30th June in the following year.
- i). Words importing persons shall include all legal entities.
- j). "Regulations" shall be all matters set out in this Constitution or as amended from time to time.
- k). "Flying Rules Flying By-Laws and/or Flying Regulations" shall be those flying rules, By-laws and regulations which may be determined from time to time by the Committee, MAAA, CIAM or the FAI existing at the date of adoption of this Constitution and as determined by the above parties by amendment.
- l). "Bank" means Trading or Savings Bank, a Building Society or Credit Union.
- m). "Members" Refer clause 6
- n). The term "in writing" shall mean by letter, E-mail or facsimile.

### **3. REPEAL OF PREVIOUS CONSTITUTIONS**

This Constitution repeals the previous constitution but shall not, except as expressly or by necessary implication provided herein, affect any right, duty or liability or any matter or thing done, commenced or acquired or imposed under or by virtue of the previous constitution.

### **4. AMENDMENT OF THIS CONSTITUTION**

No amendment or repeal of this Constitution shall be made except at:

- a). An Extraordinary General Meeting or
- b). An Annual General Meeting but provided only that notice in writing of the proposed amendment or repeal has been given by the ACTAA Secretary to the Secretary of the Affiliated Bodies or by an Affiliated Body to the Secretary of the Association at least four weeks before the date of the meeting
- c). The proposed amendment or repeal shall be approved by a majority of at least two thirds of Affiliated Bodies.
- d). On any vote each Affiliated Body, shall be entitled to one vote, the vote being cast so as to reflect that Body's opinion.

### **5. BASIC OBJECTIVES**

The basic objectives of the Association are to be a non profit organisation and:

- a). To promote, protect, organise and encourage in every way, the building, flying and development of model aircraft and to develop and encourage model aeronautics generally within Australia through the medium of model aeronautical clubs within the Australian Capital Territory or elsewhere and which are affiliated to this Association.
- b). To collaborate with and encourage collaboration between the clubs affiliated with this Association and their members.
- c). To co-operate on behalf of the Association with the Department of Transport (Air Transport Group) and any other Governmental and Non-Governmental body or organisation in Australia or overseas.
- d). To produce, collect publish and distribute information on or with respect to model aeronautics.
- e). To promote encourage and support research into model aeronautical design theory and construction.
- f). To control and record model aeronautic performance within the Australian Capital Territory.
- g). To act as promoters of National and International model aeronautical meetings contests and exhibitions.

- h). To apply to MAAA for affiliation and recognition as the model aeronautical representative in ACT of the Federation Aeronautique Internationale and to carry out the objects of the FAI so far as they are applicable to model aeronautics and to Australia.
- i). The Association will hold jurisdiction over organised model aeronautical activities in the ACT and elsewhere held by Affiliated Bodies with respect to:
  - 1) ACT Championships and ACTAA Inc. sponsored contests and activities
  - 2) Flying Safety
  - 3) Matters Delegated to it by the MAAA and through the MAAA, the CIAM
  - 4) Any activity or intent by an Affiliated Body or other Association Member, which is deemed detrimental to the good name of The ACTAA Inc.
- j). Without in any way limiting or restricting the basic objects of the Association, the Association shall have the following incidental powers:
  - 1) To undertake and exercise any trusts which may be lawfully undertaken and which may be conducive to the attainment of the basic object of the Association.
  - 2) To raise money for the basic objects of the Association.

## 6. MEMBERS

The members of the Association shall be:

- a). All Affiliated Bodies or Clubs
- b). Life Members
- c). All Honorary Members.

## 7. COMMITTEE

The Committee of the Association shall be financial members from Affiliated Bodies and shall consist of:

- (1) **Executive** — by election (see Clauses 10 & 11)
    - a). The President who shall be Chairman of the Association
    - b). The Vice President (who shall act on behalf of the President during his absence)
    - c). The Secretary and/or
    - d). The Treasurer
  - (2) **Office Bearers**- Non Executive (by election or appointment (see clauses 10 & 11 (a) 4 d).
    - a). The Immediate Past President
    - b). The Safety Officer
    - c). The Public Officer. (See Clause 13)
    - d). The Chief Flying Instructor (CFI)
    - e). The Education Officer
    - f). The Publicity Officer
  - (3) **The Affiliated Member Delegates**- (see Clause 7 (B) 3)
    - a). Two Delegates appointed from each Affiliated Body
- (A) The Committee, subject to the Act, the Regulations, these rules and to any resolution passed by the Association in general meeting:
- 1. Shall control and manage the affairs of the Association
  - 2. May exercise all such functions as may be exercised by the Association other than those functions that are required to be exercised by the Association in general meeting: and
  - 3. Has power to perform all such acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of the Association.
- (B)
- 1. The Executive of the Association will be elected pursuant to Clauses 10 & 11
  - 2. The Non executive (Office Bearers) of the Association shall be elected or appointed by the Executive and the Delegates (refer Clauses 10 & 11)
  - 3. Delegates: Affiliated Bodies will nominate in writing, the names of their two Delegates to the Association. Affiliated Bodies may substitute Delegates by notification in writing to the Association.
- (C) The Committee may carry on the administration of the Association between meetings of the Committee, subject to such limitations or restrictions as the Committee may from time to time impose.
- (D) Have the power to appoint such sub-Committees as it may consider necessary or desirable and to confer thereon such authority as it thinks fit, and to appoint a convenor for each sub-Committee.

- (E) The Committee shall appoint such financial members of Affiliated Bodies of the Association to represent the Association or to perform special duties for the Association as it may think fit.

## **8. AFFILIATION AND MEMBERSHIP**

### **(a) Affiliated Bodies**

1. Any model aeronautical body or club in the ACT or elsewhere subject to MAAA approval may apply to the Committee for affiliation to the Association. Acceptance of applications must be by a two-thirds majority vote of the Affiliated Bodies only. (One vote per Affiliated Body).
2. Any such body or club applying for affiliation shall:
  - a). Submit its application before such date in a year on such form as may be prescribed by the by-laws indicating the name by which it is to be known, the initials of such name not to duplicate those of an existing Affiliated Body
  - b). Forward with its application the fee prescribed.(if applicable)
3. If the Committee approves the application, any such body or club applying for affiliation shall thereupon:
  - a). Become one of the Affiliated Bodies or clubs.
  - b). Be deemed together with its individual members to be bound by this Constitution and the Rules.
  - c). Provide the Secretary with a register of the names and addresses of all its Officers and members and notify forthwith any change occurring therein from time to time.
4. The period of affiliation shall be for one year or part thereof from the first day of July of the year of becoming an Affiliated Body to the thirtieth day of June of the ensuing year, unless terminated earlier by resignation or expulsion. In the case of new member bodies, fees paid after the last day of December and before the first day of July of the following year, will be deemed to be fees for the remainder of the current financial year, calculated in accordance with Clause 5 of the By Laws.
5. An Affiliated Body may resign from the Association by giving notice in writing thereof to the Secretary but it shall remain liable for all subscriptions, fees and levies for which it had become liable up to the time of giving such notice and no refund shall be given for unexpired portion of fees.
6. Each Affiliated Body or club shall be entitled to nominate two Delegates to the Committee; such Delegates shall sign the attendance book as a Delegate. The Association is to be advised in writing of the names of the Delegates. The club may change its Delegates at any time prior to any Committee meeting by giving notice in writing.
7. The ACTAA Inc. recognises that, for various reasons, an Affiliated Body will admit as an associate member, a person who is already affiliated to the ACTAA Inc. through another Affiliated Body. When this occurs, the ACTAA Inc. shall consider such a person to be a member of the Affiliated Body through which the affiliation fee was paid.

### **(b) Life Members**

1. The Committee may on nomination elect any member of an Affiliated Body of the Association a Life Member in recognition of outstanding services to the Association.
2. Nominations for Life Members shall be made to the Committee at least eight weeks before a Committee meeting. Nominations shall be in writing and shall be made only by an Affiliated Body.
3. Life Members shall have the same privileges as other members of Affiliated Bodies. Affiliation fees for ACTAA Inc., MAAA and Insurance shall be born by the ACTAA Inc.

### **(c) Honorary Members**

1. Any person may be nominated by a member of the Association as a candidate for Honorary Membership by notice in writing to the Committee.
2. The Committee may at its discretion elect a person so nominated as an Honorary Member for such period or periods as it shall think fit except that such Honorary Membership shall terminate at the 30th June following granting of Honorary Membership.
3. In addition to the above, members of overseas model aeronautical bodies officially recognised by the Committee who are temporarily in Australia shall automatically be Honorary Members during their stay in Australia.
4. Honorary Members shall not be entitled to vote nor shall they be eligible to become Officers of the Association but otherwise they shall have the same privileges as other members of the Association.

## **9. EXECUTIVE and OFFICE BEARERS**

- a). The Executive and Office bearers shall be elected at the Annual General Meeting and shall hold office until the next Annual General meeting.
- b). The office of Executive or Office bearer shall become vacant if he/she:
  1. Dies
  2. Becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his creditors
  3. Becomes of unsound mind
  4. Resigns from office by notice in writing under his hand delivered to the Secretary or any Member of the Committee
  5. Is dismissed from office by written notice from a majority of the Affiliated Bodies. (Refer clause 24)
  6. On the occurrence of any of the above events a replacement shall be elected by the remaining Committee to complete the current term of office.
- c). A retiring Executive or Office Bearer shall be eligible for re-election, but
- d). A person's tenure in the Office of President shall be limited to not more than three (3) consecutive one (1) year terms and that person shall be ineligible for re-election to the Office of President until at least two (2) clear years have elapsed since the Office of President was last held.
- e). Notwithstanding 9(d) a person may choose to continue in the Office of President if no nominations are received at the subsequent election.

## **10. ELECTIONS**

- a). Executive and Office Bearer positions of the Committee are subject to the provisions of this clause.
- b). Nominations of candidates for election as Executives or Office Bearers shall be made in writing, and shall be delivered to the Secretary, at least two weeks before the date fixed for the holding of the relevant Annual General Meeting. One week before the meeting the Secretary shall confirm receipt of the nomination to the candidate. A nominee shall be a financial member of an Affiliated Body.
- c). If not more than one Candidate is nominated for a particular position the Candidate nominated shall be deemed to be elected to that position.
- d). If more than one Candidate is nominated for a particular position, an election shall be held at the said Annual General Meeting by such method as is agreeable to the eligible voters present.
- e). If no nominations are received for a particular position then nominations shall be called for at the said Annual General Meeting and the provisions of sub-clauses (c) and (d) shall apply.
- f). The newly elected Executive and the Delegates may appoint suitable candidates to Office Bearer positions if no nominations are received.
- g). Voting for Executives and Office Bearers shall be conducted at the A.G.M. by attending financial members of Affiliated Bodies.

## **11. MEETINGS AND PROCEEDINGS**

### **(a) ANNUAL GENERAL MEETING**

1. The Committee shall in each year cause to be held an annual meeting, which shall be called the Annual General Meeting (A.G.M.), which will be held at a venue in the ACT agreed upon by the Committee.
2. The Annual General Meeting shall be held on a day being not later than three calendar months from the close of the financial year of the Association.
3. Notice of the date, time and place of the Annual General Meeting shall be given in writing,, by the Secretary to the Officers of the Association and the Secretaries of each Affiliated Bodies and such notice shall be given not more than ten weeks and not less than four weeks before the date of the meeting.
4. The business of the Annual General Meeting shall be:
  - a). To confirm the minutes of the last Annual General Meeting and of any Extraordinary General Meeting held since that meeting
  - b). To consider the Audited Accounts presented by the Treasurer
  - c). To consider the Annual Report presented by the Committee
  - d). To elect the Executives and elect or appoint the Office Bearers.
  - e). Any other business which may be deemed necessary by the Committee or of which notice in writing has been given to the Secretary by Affiliated Bodies at least two weeks before the date of the meeting or any business covered by the Constitution
  - f). Amendment of this Constitution as set out in paragraph 4 (b).

## **(b) EXTRAORDINARY GENERAL MEETING**

1. All meetings of the Association other than the Annual General Meeting or Committee Meetings shall be called an Extraordinary General Meeting.
2. The Committee or ten financial members of Affiliated Bodies of the Association may if they so think fit, direct the Secretary to convene an Extraordinary General Meeting and notice of the business and date time and place of such a meeting shall be given in writing to the Secretaries of all financial affiliated members at least eight weeks before the date of the Meeting.
3. (a) If the Secretary does not convene an Extraordinary General Meeting within two weeks of delivery of a requisition in due form the Secretaries of the Affiliated Bodies concerned or any of them may convene the Extraordinary General Meeting by giving notice in writing of the business (as stated in the requisition) and date, time and place of the meeting to all members of the Committee and Secretaries of all other Affiliated Bodies at least three weeks before the date of such meeting. All such meetings shall be held within eight weeks after the delivery of the requisition to the Secretary.  
(b) No business shall be dealt with at an Extraordinary General Meeting other than that stated in the notice of requisition concerned.  
(c) An Extraordinary General Meeting shall comprise at least six Association Committee members, at least two of who shall be Executive Members, plus a maximum of six individual members from each Affiliated Body. In the case of a meeting being called by individual members within a club under the provisions of paragraph 11 (b) (2), six of those members may attend separately from their club delegation to present their case but not to vote at the meeting.

## **(c) COMMITTEE MEETINGS**

1. There shall be no less than four (4) Committee Meetings per year.
2. A Committee Meeting is to be convened as required by:
  - a) The Executive or
  - b) At the request of at least two Affiliate Bodies.
3. Issues that require the Executive to convene a Committee Meeting include:
  - a) Determination of voting actions following receipt of the agenda of a forthcoming MAAA Annual Council Conference
  - b) Determination of voting response following receipt of an MAAA postal voting form
  - c) Preparation of a Budget and Affiliation Fee schedule for the forthcoming financial year
  - d) Disciplinary matters
  - e) Compliance with rule 11 (c) 1.
4. Notice of a Committee Meeting shall be posted on the official ACTAA web site and provided in writing to all Committee Members and to the Secretaries of each Affiliated Body.
5. The Committee shall meet at a venue, date and time agreed to by majority vote.

## **(d) CONDUCT OF MEETINGS**

- (1) At every meeting the President or in his absence the next senior Executive Member shall preside as Chairman.
- (2) A quorum at any meeting shall consist of 5 Committee members 2 of whom shall be Executive Members, and Delegates from at least 3 affiliated bodies, except if called in accordance with clause 11 (b) refer 11(b)3(c).
- (3) If within half an hour after the appointed time for the commencement of a meeting of the Committee a quorum is not present the meeting if convened upon requisition shall be dissolved and in any other case it shall stand adjourned to the same day in the next week unless another place is specified by the Chairman at the time of the adjournment or by written notice to the members of the Committee 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 a half hour after the time appointed for the commencement of the meeting the meeting shall be dissolved.

## **(e) QUESTIONS AT MEETINGS**

A motion arising at a meeting of the Committee shall be determined on a show of hands and unless before or on the declaration of the result of the show of hands by a division a declaration by the Chairman that a resolution has on a show of hands or by a division be carried by a particular majority or less and an entry to that effect in the minute 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 that resolution.

## **(f) VOTING PROCEDURE**

### **Committee Meetings-**

1. Upon any motion arising at a meeting, a member of the Executive has one vote only. The Delegates from Affiliated Bodies may cast one vote each. Office Bearers do not vote.
2. In the case of an equality of votes the Chairman is entitled to a second or casting vote except in the case of an amendment to the Constitution.
3. Voting on disciplinary matters refer clause 24, (A) (h). Executive and Affiliated Bodies have one vote each, and requires a two-thirds majority to pass.

### **AGM –**

Refer clauses 10 & 11(a) Executive elected by eligible members of Affiliated Bodies.

### **EGM -**

Refer clause 11(b) voting as per 11(f) 1 & 2 excluding constitutional changes.

### **Amendments to the Constitution –**

Refer clause 4.

## **(g) RULES OF DEBATE**

Notwithstanding anything in the Constitution the Rules of Debate shall apply.

## **12. ASSOCIATION OFFICE**

The Office of the Association shall be within the ACT at any such place as the Committee may from time to time determine.

## **13. PUBLIC OFFICER**

- a). The Committee shall appoint a person from within the Committee to be Public Officer. The Public Officer must be a resident of the ACT.
- b). The Public Officer appointed under paragraph a). above, shall hold office until such office is determined by the Committee.
- c). In addition to duties prescribed by law, the Public Officer shall carry out such other duties as may from time to time be determined by the Committee.

## **14. MINUTES**

- a). The Secretary shall cause minutes to be duly entered in books provided for the purpose:
  1. Of names of members present at all meetings
  2. Of all resolutions and proceedings at such meetings
  3. For purpose of the above, the attendance register shall be considered as part of the minutes.
- b). Any such minutes of any such meeting if purporting to be signed by the Chairman of such meeting or by the Chairman of the next succeeding meeting shall be receivable as prima facie evidence of the matters stated in such minutes.
- c). A copy of the minutes of the ACTAA. Inc. shall be given to affiliated clubs at the next meeting and be available thereafter to the MAAA and state bodies on request.

## **15. NOTICES**

- a). A notice or other document may be given or delivered on behalf of the Association or by an Officer of the Association to a member of the Association or the Secretary of an Affiliated Body either personally or by post.
- b). A notice or other document posted to member of the Association or Secretary of an Affiliated Body, addressed to the last known address and such notice or document so addressed and sent by pre-paid post shall be deemed to have been duly given or delivered at the expiration of ninety six hours after such posting, or such other time determined by law for the purpose of serving of documents.

## **16. BANKING & FINANCE**

- a). The Treasurer shall, on behalf of the Association receive all monies paid to or held on behalf of the Association and forthwith after receipt thereof issue official receipts therefore.
- b). The Committee shall cause to be opened with such bank as the Committee selects an interest bearing bank account in the name of the Association into which all monies received shall be paid by the Treasurer as soon as possible, and no later than one week after receipt thereof.
- c). The Committee may receive from the Association's bank for the time being the cheques drawn by the Association of any of its accounts with the bank and may release and indemnify the bank from and against

all claims, actions, suits or demands that may brought against the bank arising directly or indirectly out of these cheques or of the surrender thereof to the Association.

- d). Except with the authority of the Committee no payment shall be made from the funds of the Association otherwise than by cheque drawn on the Association bank account but the Committee may provide the Treasurer with a sum of money to meet urgent expenditure, subject to the observance of such conditions in relation to the use and expenditure thereof as the Committee may impose.
- e). No cheques shall be drawn on the Association's bank account except for the payments or the expenditure that has been authorised by the Committee.
- f). All cheques and any other negotiable instruments shall be signed by any two of the Executive and crossed "Not Negotiable".
- g). The assets and income of the Association however derived shall be applied solely toward the attainment of the basic objectives of the Association and no portion thereof shall be paid or transferred directly or indirectly to any officer or member of the Association by way of salary or distribution of funds except that reasonable remuneration or reimbursement may be paid for services actually rendered or goods actually supplied but subject to a resolution of the Committee.

## **17. ACCOUNTS & AUDIT**

- a). A true account shall be kept:
  - 1. Of all sums of monies received and expended by the Association and the matter in respect of which the receipt or expenditure takes place and
  - 2. Of the credits and liabilities of the Association and subject to any responsible restrictions as to time and manner of inspecting them that may be imposed by the Committee for the time being those accounts shall be open to the inspection of the members of the Association.
- b). The Treasurer shall faithfully keep all general records, accounting books and records of receipts and expenditure connected with operations and business of the Association in such form and manner as the Committee may decide.
- c). The accounts, books and records referred to above shall be kept at the Secretariat or at such other place as the Committee may decide.
- d). At least once in each financial year of the Association, the accounts of the Association shall be examined by the Auditor.
- e). In his report, the Auditor shall state:
  - 1. Whether he has obtained the information required by him; and
  - 2. Whether, in his opinion, the accounts are properly drawn up so as to exhibit a true and fair view of the financial position of the Association according to the information and the explanations given to him and as shown by the books of the Association.
- f). The Officers of the Association shall cause to be delivered to the Auditors a list of all the bank accounts, books and records of the Association.

## **18. CLAIMS AGAINST OFFICERS Etc.**

No member of the Association shall have or maintain any claim whether in law or equity, against the Association or against any Officer of the Association or any members of the Committee in respect of any act or omission by such Officer or Member in the course of his duties as such Officer or Member.

## **19. INDEMNITY**

Every Committee member of the Association and his or her executors and administrators shall be indemnified out of the funds of the Association against all costs, charges, damages and expenses of any covenant or agreement entered into or act or default done or made by him in any way in the execution of his duties.

## **20. DISSOLUTION**

- a). Each Affiliated Body undertakes to contribute such amounts as may be required to the assets of the Association being wound up while the Affiliated Body is a member of the Association for the payment of the debt and liabilities of the Association incurred during the term of the Affiliated Body's membership and for the costs and charges and expenses of the winding up and for the adjustment of the rights of the contributing Affiliated Bodies among themselves.
- b). If upon winding up of the Association there remain after the satisfaction of all debts and liabilities any monies or assets whatsoever, the same shall be distributed among the Affiliated Bodies contributing in the winding up in proportion to the subscriptions, fees, levies and other monies paid to the Association by each Affiliated Body in the five years prior to winding up.

## **21. BY-LAWS**

- a). The Committee may from time to time make amend or repeal such By-Laws not inconsistent with this Constitution or it thinks expedient for or with respect to all matters necessary or expedient for carrying out the basic objects of the Association or for the regulation of its affairs or for the management, control and discipline of the matters of Officers of the Association.
- b). No By-Laws shall be amended or repealed at the Annual General Meeting unless notice in writing of the proposed By-Laws or amendments or repeal has been given by the Secretary at least two weeks before the date of the meeting.
- c). The By-Laws when and if determined shall be attached to this Constitution as "Part B" thereto and no copy of this Constitution shall be issued or published unless a correct up to date copy of the By-Laws is appended to it.

## **22. COMMON SEAL**

1. The common seal of the Association shall be kept in the custody of the Secretary.
2. The common seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the common seal shall be attested to by the signatures of two Executive Members of the Committee.

## **23. INSPECTION OF BOOKS AND DOCUMENTS**

Any Affiliated Body may have access to the books and documents of the Association by giving notice in writing to the Secretary and/or Secretary/Treasurer of the Association, to arrange a mutually agreeable time.

## **24. (A) DISCIPLINING OF MEMBERS**

Any Committee Member of the Association or Member of the Association (refer clause 6) may make a complaint to the Association Committee in writing, regarding another Committee Member or Member who:

- a). Has persistently refused or neglected to comply with a by law, provision or provisions of these rules or the by laws of the Association, or
- b). Has persistently and willfully acted in a manner prejudicial to the interests of the Association.
- c). Has persistently and willfully failed to observe prescribed Safety Rules.
- d). On receiving such a complaint, the Committee:
- e). Must cause notice of the complaint to be served on the Member or Committee Member concerned; and
- f). Must give the Member or Committee Member at least 14 days from the time the notice is served within which to make submissions to the Committee in connection with the complaint, and
- g). Must take into consideration any submissions made by the Member or Committee Member in connection with the complaint
- h). A Committee Member or Member of the Association may be expelled after a ballot of Committee Member's returns a two thirds majority of votes (refer clause 11 f) received in favor of expulsion or suspension if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved.
- i). If the Committee expels or suspends a Committee Member or Member, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the Committee Member or Member of the action taken, of the reasons given by the Committee for having taken such action and of the Committee Member's or Members right of appeal under Clause 9 (e).
- j). The expulsion or suspension does not take effect:
  1. Until the expiration of the period within which the Committee Member or Member is entitled to appeal against the resolution concerned, or
  2. If within that period the Committee Member or Member exercises the right of appeal, unless and until the Association confirms the resolution under Clause 24 (B) 5, whichever is the later.

## **(B) RIGHT OF APPEAL OF DISCIPLINED MEMBER**

- a). A Committee Member or Member may appeal to the Association in general meeting against a resolution of the Committee under Clause 24 (A) d), within 7 days after notice of the resolution is served on the Committee Member or Member, by lodging with the Secretary a notice to that effect.
- b). The notice may, but need not, be accompanied by a statement of the grounds on which the Committee Member or Member intends to rely for the purposes of the appeal.
- c). On receipt of a notice from a Committee Member or Member under Clause 24 b). The Secretary must notify the Committee, which is to convene a Committee Meeting of the Association to be held within 28 days after the date on which the Secretary received the notice.
- d). At a Committee Meeting of the Association convened under Clause 11 (c) (3) d):
- e). No business other than the question of the appeal is to be transacted, and
- f). The Committee and the Committee Member or Member must be given the opportunity to state their respective cases orally or in writing, or both, and
- g). The Committee Members present are to vote (refer clause 11 (f) 3 and 24 (A) (h) on the question of whether the resolution should be confirmed or revoked.
- h). If at the Committee Meeting the Association passes a special resolution in favor of the confirmation of the resolution, the resolution is confirmed.

## **25. HISTORY OF AMENDMENTS**

Original: 01 February 1993

Amended: 15 August 1996

- Insert 7(e): Office Bearers - Definition/Immediate Past President
- Insert 7(f): Office Bearers - Definition/Safety Officer
- Delete 10(b), 10(c) 5: Office Bearers/Requirement for ACT Residence
- Insert 10(d): Office Bearers/Tenure in the Office of President

Amended: 10 August 2000

- Replace 12 (c): Monthly Committee Meetings  
with  
12 (c) Committee Meetings

Amended: 07 August 2002

- Insert 10(e): Office Bearers/Continuation in the Office of President

Amended: 17 January 2006

- Clause 12 (c) (5) deleted 8.00 PM mandatory meeting time

Amended: **September 2006**

- Numerous changes including discipline clause

# **By-Laws of the ACT Aeromodellers Association Inc**

17 January 2006

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For revisions see HISTORY OF AMENDMENTS

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### PART A. CONSTITUTION

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## **PART B. BY-LAWS**

### **1. Interpretation of the ACTAA Constitution**

The following additional interpretations have been adopted by the Committee:

- a). "Affiliation fee" [referred to in Clause 2. Interpretation: "Affiliated Body"...] is deemed to mean an annual amount payable to the Association by an Affiliated Body (Club) calculated as the sum of
  - \* Annual Club Membership Fee (if applicable).
  - \* Annual Individual Membership Fees.
- b). "Application fee" [referred to in Clause 8 (a) (2) (b) Affiliated Body...] is deemed to mean the first year's affiliation fee.
- c). "Individual Member" is any Person, being a member of an Affiliated Body (Club), who has been registered with the Association.
- d). "MAAA Affiliate Member" is any Individual Member (Person) who has subsequently been registered with the MAAA.
- e). "MAAA Affiliate Member's Insurance Policy" is a universal insurance policy providing coverage for all current MAAA Affiliate Members involved in accidents related to aeromodelling activities. The actual coverage is revised by the MAAA Council from time to time and may include policies covering Third Party Property Damage and Personal Injury.

### **2. Annual Membership Registration (ACTAA Procedure)**

In accordance with the MAAA Constitution Clause 6.7, the Association shall:

- a). Allocate an AUS (FAI) Licence Number, taken from a block allocated by the MAAA Federal Secretary, to each Individual Member. The Association shall keep accurate records of such numbers. A number once allocated shall not be re-allocated.
- b). Print annually, for each Individual Member, an official MAAA Affiliate Membership card, displaying the AUS (FAI) Licence Number, the member's name and address and the membership type (Senior, Junior etc).
- c). Provide annually, together with the appropriate membership fees as determined by the MAAA Council, to the MAAA Federal Secretary, a register of names and addresses of its Individual Members, grouped by club membership, and notify the Federal Secretary of any changes occurring therein from time to time.

### 3. Annual Membership Registration (Club Procedure)

In order to comply with By-Law 1, an Affiliated Body (Club) shall:

- a). At the commencement of each financial year, provide to the Association a register of names and addresses of all its Individual Members.
- b). These details shall be lodged on the official MAAA MR1 Form provided for this purpose, and shall be accompanied by the appropriate Individual Membership Fees.
- c). The Club shall notify the Association of any change occurring therein from time to time.

Note 1: Upon registration with the Association, an Individual Member automatically becomes an MAAA Affiliate Member. An individual member will then become accredited to participate in official National and International Aeromodelling Sporting Competitions.

Note 2: By arrangement with the insurer and the MAAA, coverage provided by the MAAA Affiliate Member's Insurance Policy commences immediately an Individual Member renews annual membership with a club and a club receipt is issued to the person. This rule ensures that any subsequent delays in the Club Procedure or the ACTAA Procedure do not affect insurance coverage for the individual member.

### 4. Junior Member

An Individual Member is classified as a Junior up to and throughout the calendar year in which he attains 18 years of age. That is a Junior is aged under nineteen at 31 December of the Membership Year.

A Membership Year begins on 01 July of the calendar year and ends on 30 June of the next year. i.e. Membership year 2000 therefore begins on 01 July 2000.

Example 1: Someone born in 1980 is a junior up to and including 1998. If he joined for 1998/99, he is given junior membership until the 30th June 1999 (although, if a Nationals started after the 1st January 1999, he would be a senior for that nationals).

Example 2: Someone joining for 1999/2000 and born in 1980 has his 19th birthday in 1999 and is a senior even if his 19th birthday is after the start of the membership year.

### 5. Half-yearly Membership Concession

New Individual Members joining between 01 January and 30 June shall pay a half-yearly fee calculated as half the annual fee. Former Individual Members whose MAAA membership has lapsed for at least one year are entitled to the same concession.

If a former member is rejoining between 01 January and 30 June and the membership ran out on 30 June in the previous year then that member is NOT entitled to half fees.

### 6. ACTAA Affiliation Fees

The Affiliation Fees for 2006/7 until changed are:

Annual Club Membership Fee	Nil	
Annual Individual Membership Fee	Senior \$108.00	Junior \$50.00
Half Yearly Concession	\$54.00	\$25.00

Although ACTAA is a non-profit organisation with a turnover less than \$100,000.00 per year an element of GST is included in these fees because MAAA supplies the insurance and MAAA's turnover does exceed \$100,000.00.

ACTAA's Australian Business Number (ABN) is 58 449 580 984

## HISTORY OF AMENDMENTS

<b>Date</b>	<b>Change</b>
01 July 1998	Original
15 September 1999	By-law 4 restated to conform with MAAA definition of Junior
05 January 2000	Insert new By-law 5 (Half-yearly Membership) to conform with MAAA policy Re-number By-law 5 (Affiliation Fees) as By-law 6 and include half-yearly membership
30 June 2000	Update By-law 6 (Affiliation Fees)
12 April 2001	Update By-law 6 (Affiliation Fees)
11 April 2002	Update By-law 6 (Affiliation Fees)
13 May 2002	By-law 5 (Half-yearly Membership): Add example of when half-year concession fee is NOT available
24 June 2002	Update By-law 6 (Affiliation Fees)
12 July 2003	Update By-law 6 (Affiliation Fees)
23 May 2004	Update By-law 6 (Affiliation Fees)
17 January 2006	Delete By-law 6 (Affiliation Fees)
September 2006	Add BY Law 6 (Affiliation Fees)