

# Bruce Thiele Red Wine Club

## Constitution (updated June 28<sup>th</sup>, 2022)

### 1. Purpose

The association shall be known as The Bruce Thiele Red Wine Club and its objectives are to learn about and enjoy good wine in convivial company

### 2. Powers of the Association

- a. The association shall have all the powers conferred by section 25 of the Associations Incorporation Act 1985

### 3. Management

1. The Club shall be managed by a committee of at least 4 members.
  - a. The committee shall be known as **"The Organising Committee"**
  - b. The term of office of members of The Organising Committee shall be for one year
  - c. Its duties will include:
    - i. The recommendation of an amount for an annual membership subscription
    - ii. The development of a programme of events for the year
    - iii. Organising Club events
    - iv. Oversight of Club Finances
    - v. Approval of new members
    - vi. Co-opting members from time to time to assist with specific tasks
    - vii. Maintenance of a Club Cellar of wine purchased or received from donations to the club
    - viii. Additional duties such as being Emcee of meetings, creating newsletters, maintaining a website and Facebook page, publicity, and media liaison
  - d. The Organising Committee should meet at least 2 times per year.
    - i. A quorum of at least two committee members is required
    - ii. Operational decisions may be made by agreement via email.
  - e. From the Membership of the Organising Committee or co-opted members the following functions will be served:
    - i. **Club Spokesperson** who will represent the Club when formal representation is required and who will chair the Organising Committee Meetings
    - ii. **Treasurer** who will be responsible personally or by delegation for the collection of all club monies, the payments of accounts and the maintenance of financial records
    - iii. **Communications Officer** who will ensure that all members are aware of each event and any other matter pertinent to the membership and will also keep a record of Organising Committee decisions
    - iv. **Cellar Master** who will maintain the club wine stocks and have available an inventory on request from the membership
  - f. Should a member of the organising Committee resign before the Annual General meeting then the Organising Committee may co-opt a replacement for the remainder of the year

## 4. Finances

1. The club should maintain an account with an approved financial institution.
2. Signatories to the account shall include at least 4 members at least one of which must be on the Organising Committee
3. The account should require any two of the signatories to sign for or digitally authorise all outgoing monies
4. A Financial statement will be made available by the designated member for each Organising Committee meeting
5. The club shall have a common seal upon which its corporate name shall appear. The seal shall not be used without the express authorisation of the Organising Committee, and every use of the seal shall be recorded in the club minutes. The affixing of the seal shall be witnessed by at least half of the Organising Committee

## 5. Membership

1. A register of members will be maintained by the Organising Committee
2. Members will be required to pay an annual subscription for each calendar year which will be due no later than the Club event following the Annual General meeting each year
  - a. New members will be required to pay a subscription at the first July event after they join
3. All members will be required to complete a membership form on joining but should advise the committee of any changes.
4. Members are entitled to book one or more guests to events depending on attendance ceilings and bookings for each event.
  - a. Guests will pay the same event cost as members except in special circumstances decided by the committee.
5. Members are required to book into events by e-mail to the designated member of the Organising Committee.
  - a. Failure to attend without an apology after booking in may incur a cost to the member which will be decided at the discretion of the Organising Committee.
6. New members will be invited by the Organising Committee according to the following criteria.
  - i. satisfactory attendance as a guest on at least two occasions
  - ii. Space is available on the membership list
  - iii. Approval is granted by a majority of the Organising Committee
7. Members should notify the Organising Committee in writing if they wish to resign
8. The Organising Committee may rescind a membership following three absences to club events without apology by that member.

## 6. General Meetings

1. **An Annual general Meeting** shall be conducted at the June Club Event
  - i. Members will be given at least 30 days' notice of the Annual General Meeting
  - ii. A written financial statement will be distributed for approval prior to the meeting
- b. The functions of the meeting shall be
  - i. Elections to the Organising Committee will be conducted by means of nominations and volunteering
    1. Where nominations or volunteers exceeds the number of committee members required then an election by a simple majority of a show of hands will be conducted
  - ii. Approval of the written financial statement

- iii. Approval of an annual subscription as recommended by the outgoing Organising Committee
  - iv. Appointment of an auditor
- c. Any other matter relating to the conduct of the club may be raised by a member at the Annual General Meeting and voted on, if necessary, by a simple majority of a show of hands.
- 2. **Special General Meetings** may be called on the agreement of at least 6 members giving 30 days' notice to all members to discuss issues that require consideration by the whole membership.
  - a. Decisions taken at Special Meetings will be by a simple majority of a show of hands except in the case of the dissolution of the Club when the vote should be by secret ballot and should represent a majority of 75% of the whole membership.
    - i. In the case of dissolution signed proxy votes in writing may be included provided they are tabled prior to the Special meeting.
- 3. **Alteration of the Constitution**
  - a. This constitution may be altered at an Annual General Meeting or Special General Meeting by a simple majority of a show of hands.

***This is the annexure marked "A" referred to in the statutory declaration of***

***Peter Arthur Frick*** \_\_\_\_\_

***made on the                      day of                      2022***

***before me (Justice of The Peace signature)***

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