

BY-LAWS

(Certified up-to-date copy of By-laws as at 6-8-78)

THE COUNCIL

1. The Council shall meet biennially. Biennial meetings shall be held at such time and place as the National Executive shall appoint on which occasions the National Executive shall submit biennial reports and statements of account duly audited.
2. The order of Business at each of the meetings of the Council shall be as is determined by the National Executive.

THE NATIONAL EXECUTIVE

3. In the interval between meetings of the Council, the affairs of the Council shall be conducted by the National Executive or by a Management Committee to which the National Executive may delegate its power hereunder, such Committee to be responsible to the National Executive. The Management Committee shall consist of the president, the two vice-presidents, the secretary, the treasurer, any four of whom shall constitute a quorum. Members of a branch of the Council are ipso facto members of the Council.
All State branches or departments of a national agency, department, body corporate, association or organisation which are accepted for separate membership by the Council shall be granted organisation membership of the Council upon the same terms and conditions as are provided for members of the Council generally.
4. Meetings of the National Executive shall be held at least annually. Special meetings of the National Executive may be called by two or more officers or by four or more members of the National Executive.
5. A quorum for a meeting of the National Executive shall be five members.
6. Members of the National Executive may be represented at meetings of the National Executive by a proxy appointed in writing. Such proxy shall have power to vote.

THE DUTIES OF OFFICERS

7. The president, secretary and treasurer shall perform the customary duties of their respective offices. In the absence of the president, one of the vice-presidents (to be appointed by the National Executive) shall act as chairman.
8. The president shall take the chair at all meetings of the Council and the National Executive.

MEMBERS

9. There shall be membership classifications and subscriptions as follows:

Classification	Subscription
Organisation Membership	\$25.00 per annum
Voluntary Organisation Membership	\$10.00 per annum
Associate Membership	\$ 5.00 per annum
Student Membership	\$ 2.00 per annum
Life Associate Membership	\$100.00
Honorary Life Membership	Nil

- (a) Any person ordinarily resident in the Commonwealth of Australia or its Territories who has paid appropriate Associate Membership subscriptions as is hereinbefore prescribed and who has been accepted by the National Executive of the Council shall be an **Associate Member** of the Council.
- (b) Any person ordinarily resident in the Commonwealth of Australia or its Territories who has paid appropriate Life Associate Membership subscriptions as is hereinbefore prescribed and who has been accepted by the National Executive of the Council shall be a **Life Associate Member** of the Council.
- (c) Any organisation, department or agency within the Commonwealth of Australia or its Territories which has paid the appropriate organisational membership subscriptions hereinbefore prescribed and which has been accepted by the National Executive of the Council shall be an **Organisational Member** of the Council.
- (d) Any person who because of extraordinary meritorious service for the Council over a period of years or because of some outstanding accomplishment in the field of crime prevention, correction or after-care may be conferred by the Council with **Honorary Life Membership** of the Council.
- (e) Any person who fulfils the said qualifications but who is a bona fide student shall be a **Student Member** of the Council.

10. The National Executive may at any time in its discretion reject the application for membership, or terminate the actual membership, of any organisation, department, agency or person by notice in writing.
11. Any organisation, department, agency or person who contributes to the funds of the Council more than \$50.00 per year, shall be known as a **Subscriber** to the Council. A subscriber shall be entitled to receive all publications of the Council and shall be entitled to be represented at or attend all meetings of the Council without power to vote.
12. **Where a Branch has been established in a State or Territory, the Council shall refund to that Branch one half of the subscriptions as may be paid to the Council in respect of members or subscribers in such State or Territory.**

ELECTIONS AND VOTING

13. The nine Executive Members of the Council shall be elected by the appropriate State or Territory Branch at a General Meeting preceding the Biennial Conference of the Council, the result of such election to be advised to the Secretary of the Council prior to the next biennial conference of the Council. In the event of a Branch not electing an executive member, the election will be conducted at the Biennial Meeting by secret ballot and all Members attending the Biennial Meeting shall have the right to vote. Vacancies occurring between biennial meetings of the Council shall be filled by the appropriate State or Territory Branch and who shall advise the Secretary of the Council as soon as practicable.
14. The election of all other Officers of the Council shall, save as is otherwise worded in the Constitution, be by postal ballot conducted as hereinafter appears.
15. Nominations shall be called for by the Secretary of the Council three calendar months prior to the date of the commencement of the next biennial conference. Nominations shall carry the signature of the nominee, the nominator and the seconder and shall be received by the Secretary at least eight weeks prior to the commencement of the biennial conference. Each candidate for election as an Officer of the Council (except for the President) shall be either an associate or life member of the Council or shall be a representative of an organisational member of the Council.
16. The Secretary, within 7 days of the close of nominations, shall forward to all members of the Council, advice of each person nominating together with an appropriate form or forms to enable any member to lodge a vote or votes by postal ballot.
17. All postal ballots shall be lodged with the Secretary of the Council by 12 midday 14 days preceding commencement of the biennial conference and which shall not be opened by the Returning Officer and the count taken in the presence of appointed scrutineers until 5 pm on the day preceding the last day of the biennial conference.
18. Postal votes shall be held by the Secretary until the closing time referred to in By-law 17 after which such votes shall be opened and counted by a returning officer in the presence of two scrutineers neither of whom shall be standing for election. The Executive Director, or in his absence some other person who shall be appointed by the President, shall be the Returning Officer and who shall appoint the scrutineers.
19. If for any valid reason (excluding administrative failure alone) it is not possible to conduct the prescribed postal ballot in manner set out above for all or any of the offices of President, Vice-Presidents, Secretary or Treasurer then, in that event and in any such case, the election of such officer or officers shall be by secret ballot at the next biennial conference.
20. The officers of the Council shall assume their duties immediately after their election and shall continue in office until their successors are elected.
21. **No officer is eligible to be elected to an office so as to result in him holding the same office for more than six years consecutively.**
22. With respect to all policy decision of the Council and the election of officers organisational members shall be represented by one person with the power to register up to five votes whenever a vote needs to be taken and associate, student and life members shall have power to register one such vote.
23. For all purposes, associate or student or life or organisational members are those who have paid an annual subscription as hereinbefore prescribed for the financial year during which the

election takes place and have been accepted by the National Executive.

24. The conduct of election of officers shall be the responsibility of the National Executive or such other committee to which the National Executive shall delegate that responsibility.
25. The right of voting at any meeting of the Council shall be exercised only by those present at a meeting.

FINANCIAL YEAR

26. The financial year of the Council shall be from the 1st July in one year until the 30th June in the following year.

PROCEDURE DEFICIENCIES

27. Where these by-laws do not specify the procedure to be followed, Joske's "Procedure at Meetings" shall be followed.

INCONSISTENCY

28. Any by-law which is inconsistent with the Constitution of the Council shall be deemed to be null and void. Alterations of the by-laws may be made at any business session of the Council or the National Executive without notice to members by a two-thirds vote of those present and voting.

North Australian Hotel

ALICE RAMSAY — Licensee

**MINGELA
NORTH QLD • 4816**

- Good Accommodation
- Excellent Food
- Icy Cold Beer on Tap
- Best Brands of Wines and Spirits Stocked
- Snacks Available at Bar

TELEPHONE MINGELA 6

G.G.A. Griffiths

Dispensing & Family Chemist

Wide Range of
All Family Requisites
PROMPT DELIVERY

Charters Towers 301

After Hours 301

**24 Gill Street
Charters Towers**

M.H. & S.H. Sell

**CONTRACT CLEANERS
CARPET CLEANING
COMMERCIAL • INDUSTRIAL
DOMESTIC**

**KINGSVALE ROAD
YOUNG. NSW**

**TELEPHONE
82 2544**