

HUMANIST SOCIETY OF NEW SOUTH WALES INC.

RULES

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The Objects of the HUMANIST SOCIETY OF NEW SOUTH WALES INC. are:

1. To encourage a rational approach to human problems, to promote the fullest possible use of science *and the arts*¹ for human welfare, to defend freedom of expression, and to provide a constructive alternative to theological and dogmatic creeds;
2. To gain and maintain for non-religious people the same rights as are enjoyed by members of religious bodies;
3. To encourage an awareness of and the responsibility to the connection and interdependence between human and other life forms, and duty of care owed by present generations to future generations and the environment;^{1b}
4. To encourage informed and reasoned discussion of issues in a manner that shows respect for the individual and his or her views.^{1c}
5. To encourage respect for the universal human rights of men and women free from discrimination on the basis of race, class, disability, gender, age, nationality or sexual orientation².

RULES

PART I

PRELIMINARY

Interpretation.

1. (1) In these rules, except in so far as the context or subject-matter otherwise indicates or requires -
 - "Society" means Humanist Society of New South Wales Incorporated.
 - "ordinary member" means a member of the committee who is not an office-bearer of the Society, as referred to in rule 13(2);
 - Secretary" means -
 - (a) the person holding office under these rules as Secretary of the Society; or
 - (b) where no such person holds that office, the Public Officer of the Society;
 - "special general meeting" means a general meeting of the Society other than annual general meeting;
 - "the Act" means the Associations Incorporation Act, 1984 (N.S.W.);
 - "the Regulation" means the Associations Incorporation Regulation, 1985 (N.S.W.).
 - "Financial Year" means the 12 months period ending 31 st May.

- (2) In these rules -
 - (a) a reference to a function includes a reference to a power, authority and duty; and
 - (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.
- (3) The provisions of the Interpretation Act, 1897, apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

PART 2

MEMBERSHIP

Membership qualifications.

2. A person is qualified to be a member of the Society if, but only if -
 - (a) the person is a person referred to in section 15(1) (a), (b) or (c) of the Act and has not ceased to be a member of the Society at any time after incorporation of the Society under the Act; or
 - (b) the person is an individual who -
 - (i) has made application for membership of the Society as provided by rule 3; and
 - (ii) has been approved for membership of the Society by the committee of the Society.

Application for membership.

3. (1) Every application for membership of the Society -
 - (a) shall be made in writing in the form set out in Appendix I to these rules; and
 - (b) shall be lodged with the Secretary of the Society.
- (2) As soon as practicable after receiving an application for membership, the Secretary shall refer the application to the committee which shall determine whether to approve or to reject the application. In no case shall the General Committee be required to give any reason for the rejection of an applicant.
- (3) Where the committee determines to approve an application for membership, the Secretary shall, as soon as practicable after that determination, notify the applicant of that approval and request the applicant to pay within the period of 28 days after receipt by the applicant of the notification the sum payable under these rules as entrance fee and appropriate annual subscription.
- (4) The Secretary shall, on payment by the applicant of the amounts referred to in clause (3) within the period referred to in that clause, enter the applicant's name in the register of members and, upon the name being so entered, the applicant becomes a member of the Society.
- (5) If the payment referred to in Clause 3 is not made within two calendar months after the date of the notice, the General Committee may in its discretion cancel its acceptance of the applicant for membership of the Society.
- (6) Life membership may be given to any member by two thirds majority vote of the members present at an Annual or Special General Meeting for recognition of outstanding services to the Society.

Life members shall be considered as financial members.

Cessation of membership.

4. (1) A person ceases to be a member of the Society if the person -
 - (a) dies;
 - (b) resigns that membership; or
 - (c) is expelled from the Society.
- (2) If the subscription of a member shall remain unpaid for a period of six calendar months after it becomes due then the member may, after notice of the default shall have been sent to the member by the Secretary or Treasurer, be debarred by resolution of the General Committee from all privileges of membership and the member's name may be removed by the General Committee from the Register of Members provided that the General Committee may, if it thinks fit to do so, reinstate the member and restore the member's name to the Register of Members on payment of all arrears.

Membership entitlements not transferable.

5. A right, privilege or obligation which a person has by reason of being a member of the Society -
 - (a) is not capable of being transferred or transmitted to another person; and
 - (b) terminates upon cessation of the person's membership.

Resignation of membership.

6. (1) A member of the Society is not entitled to resign that membership except in accordance with this rule.
- (2) A member of the Society who has paid all amounts payable by the member to the Society in respect of the member's membership may resign from membership of the Society by first giving notice (being not less than 1 month or not less than such other period as the committee may determine) in writing to the Secretary of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.
- (3) Where a member of the Society ceases to be a member pursuant to clause (2), and in every other case where a member ceases to hold membership, the Secretary shall make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

Register of members.

7. (1) The Secretary of the Society shall establish and maintain a register of members of the Society specifying the name and address of each person who is a member of the Society together with the date on which the person became a member.
- (2) The register of members shall be kept at the principal place of administration of the Society and shall be open for inspection, free of charge, by any member of the Society at any reasonable hour by arrangement.

Fees, subscriptions, etc.

8. (1) An applicant for membership of the Society shall, upon admission to membership, pay to the Society a fee of \$1 or, where some other amount is determined by the committee, of that other amount.
- (2) In addition to any amount payable by the member under clause (1), a member of the Society shall pay to the Society an annual membership fee of \$2 or, where some other amount is determined by the committee, of that other amount -
- (a) except as provided by paragraph (b) and 3(3), before 1st July in each calendar year; or
- (b) persons becoming members in the first half of the financial year shall pay a full year's subscription; persons joining in the second half of the financial year shall pay half the annual subscription.

Members' liabilities.

9. The liability of a member of the Society to contribute towards the payment of the debts and liabilities of the Society or the costs, charges and expenses of the winding up of the Society is limited to the amount unpaid by the member in respect of membership of the Society as required by Rule 8.

Resolutions of internal disputes

- 9.A Disputes between members (in their capacity as members) of the Society, and disputes between members and the Society, are to be referred to a community justice centre for mediation in accordance with the Community Justice Centres Act 1983.

Disciplining of members.

10. (1) Where the committee is of the opinion *on objective grounds*³ that a member of the Society -
- (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or
- (b) has persistently and wilfully acted in a manner prejudicial to the interests of the Society, the committee may, by resolution -
- (c) expel the member from the Society; or
- (d) suspend the member from membership of the Society for a specified period; or
- (e) that for a period of twelve⁴ months following acceptance as a new member, the Committee may vote by simple resolution to cancel the membership of any such member who has publically expressed views contrary to Objects of the Society as per Clauses 1 to 5 of the Rules of the Humanist Society of New South Wales⁵.
- (2) A resolution of the committee under clause (1) is of no effect unless the committee, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice under clause (3), confirms the resolution in accordance with this rule.
- (3) Where the committee passes a resolution under clause (1), the Secretary shall, as soon as practicable, cause a notice in writing to be served on the member -
- (a) setting out the resolution of the committee and the grounds on which it is based;

- (b) stating that the member may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of that meeting; and
 - (d) informing the member that the member may do either or both of the following:-
 - (i) attend and speak at that meeting;
 - (ii) submit to the committee at or prior to the date of that meeting written representations relating to the resolution.
- (4) At a meeting of the committee held as referred to in clause (3), the committee shall -
- (a) give to the member an opportunity to make oral representations;
 - (b) give due consideration to any written representations submitted to the committee by the member at or prior to the meeting; and
 - (c) by resolution determine whether to confirm or to revoke the resolution.
- (5) Where the committee confirms a resolution under clause (4), the Secretary shall, within 7 days after that confirmation, by notice in writing inform the member of the fact and of the member's right of appeal under rule 11.
- (6) A resolution confirmed by the committee under clause (4) does not take effect -
- (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where within that period the member exercises the right of appeal, unless and until the Society confirms the resolution pursuant to rule 11 (4).

Right of appeal of disciplined member.

11. (1) A member may appeal to the Society in general meeting against a resolution of the committee which is confirmed under rule 10(4), within 7 days after notice of the resolution is served on the member, by lodging with the Secretary a notice to that effect.
- (2) Upon receipt of a notice from a member under clause (1), the Secretary shall notify the committee which shall convene a general meeting of the Society to be held within 28 days after the date on which the Secretary received the notice.
- (3) At a general meeting of the Society convened under clause (2) -
- (a) no business other than the question of the appeal shall be transacted;
 - (b) the committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (4) If at the general meeting the Society passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

PART 3

THE COMMITTEE

Powers, etc. of committee.

- 12 The committee shall be called the general committee of the Society and, subject to the Act, the Regulation and these rules and to any resolution passed by the Society in general meeting-
- (a) shall control and manage the affairs of the Society;
 - (b) may exercise all such functions as may be exercised by the Society other than those functions that are required by these rules to be exercised by a general meeting of members of the Society; and
 - (c) 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 Society.

Constitution and membership.

13. (1) Subject in the case of the first members of the committee to section 21 of the Act, the committee shall consist of -
- (a) the office-bearers of the Society; and
 - (b) **12** ordinary members,
each of whom shall be elected at the annual general meeting of the Society pursuant to Rule 14 provided that the Society by resolution in general meeting may from time to time increase or reduce the number of officer-bearers or vary the number of ordinary members to be elected but not so that such number of ordinary members shall be less than **six** or more than twelve^{6 5b}.
- (2) The office-bearers of the Society shall be -
- (a) the President;
 - (b) two Vice- Presidents;
 - (c) the Honorary Treasurer; and
 - (d) the Secretary;
- (3) Each member of the committee shall, subject to these rules, hold office until the annual general meeting following the date of the member's election, but is eligible for re-election.
- (4) In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the Society to fill the vacancy and the member so appointed shall hold office, subject to these rules, until the annual general meeting next following the date of the appointment.
- (5) The Public Officer of the Society shall establish and maintain a register of the office bearers, and members of the general committee, containing the following details:
- * name and residential address of each person;
 - * the date on which the person was elected or appointed to the position; and
 - * the date on which the person ceased to hold the position.
- (6) The register of office bearers and members of the general committee shall be kept at the principal place of administration of the Society and shall be open for inspection, free of charge, by any member of the Society at any reasonable hour.

- (7) A member of the general committee shall not vote in respect of any contract or proposed contract with the Society in which he or she is interested, or any matter arising therefrom, and if he or she does so vote his or her vote shall not be counted.
- (8) The continuing members of the general committee may act notwithstanding any vacancy in the general committee, but if and so long as their number is reduced below the number fixed by or pursuant to these rules as the necessary quorum of the general committee, the continuing member or members may act for the purpose of increasing the number of members of the general committee to that number or of summoning a general meeting of the Society, but for no other purpose.

Election of members of the Committee

14. (1) Nominations of candidates for election as office-bearers of the Society or as ordinary members of the committee -
 - (a) shall be made in writing, signed by 2 members of the Society and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - (b) shall be delivered to the Secretary of the Society not less than 7⁷ days before the date fixed for the holding of the annual general meeting at which the election is to take place.
- (2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected.
- (3) Any vacant positions remaining on the committee shall be deemed to be casual vacancies.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.
- (6) The ballot for the election of office-bearers and ordinary members of the committee shall be conducted at the annual general meeting, using the optional preferential system.
- (7) That members nominating for Committee must have been members of the Society for not less than six months, except in cases where the Committee has resolved to waive this requirement.⁸

Secretary.

- 15 (1) The Secretary of the Society shall, as soon as practicable after being appointed as Secretary, lodge notice with the Society of his or her address.
- (2) It is the duty of the Secretary to keep minutes of -
 - (a) all appointments of office-bearers and members of the committee;
 - (b) the names of members of the committee present at a committee meeting or a general meeting; and
 - (c) all proceedings at committee meetings and general meetings.

- (3) Minutes of proceedings at a meeting shall be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

Treasurer.

- 16 It is the duty of the Treasurer of the Society to ensure that -
- (a) all money due to the Society is collected and received and that all payments a authorised by the Society are made; and
 - (b) correct books and accounts are kept showing the financial affairs of the Society including full details of all receipts and expenditure connected with the activities of the Society.

Casual vacancies.

17. For the purposes of these rules, a casual vacancy in the office of a member of the committee occurs if the member -
- (a) dies;
 - (b) ceases to be a member of the Society-
 - (c) becomes an insolvent under administration within the meaning of Corporations Law;
 - (d) resigns office by notice in writing given to the Secretary;
 - (e) is removed from office under rule 18;
 - (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health; or
 - (g) is absent without the consent of the committee from all meetings of the committee held during a period of 6 months.

Removal of member.

18. (1) The Society in a general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) Where a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representations be notified to the members of the Society, the Secretary or the President may send a copy of the representations to each member of the Society or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

Committee Meetings and Quorum.

19. (1) The committee shall meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- (2) Additional meetings of the committee may be convened by the President or by any member of the committee.
- (3) Oral or written notice of a meeting of the committee shall be given by the Secretary to each member of the committee at least 48 hours (or such other period as may be

unanimously agreed upon by the members of the committee) before the time appointed for the holding of the meeting.

- (4) Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the committee members present at the meeting agree by a majority to treat as urgent business.
- (5) Any 6 members of the committee shall constitute a quorum for the transaction of the business of a meeting of the committee.
- (6) No business shall be transacted by the committee 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 stands adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting. the meeting shall be dissolved.
- (8) At a meeting of the committee -
 - (a) the President or, in the President's absence, a Vice-President shall preside; or
 - (b) if the President and both Vice-Presidents are absent or unwilling to act such one of the remaining members of the committee as may be chosen by the members present at the meeting shall preside.

Delegation by committee to sub-committee.

- 20.(1) The Committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Society as the committee thinks fit) the exercise of such of the functions of the committee as are specified in the instrument, other than -
 - (a) this power of delegation; and
 - (b) a function which is a duty imposed on the committee by the act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation. A sub-committee shall report on its activities to the general committee at intervals said in the instrument.
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Notwithstanding any delegation under this rule, the committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the Committee.
- (6) The committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.

- (7) A sub-committee may meet, and adjourn as it thinks proper.
- (8) The President shall be ex-officio a member of all subcommittees and may delegate this capacity to any other office-bearer.

Voting and decisions.

- 21. (1) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee shall be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.
- (2) 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 but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (3) Subject to rule 19(5), the committee may act notwithstanding any vacancy on the committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.
- (5) A resolution in writing signed in favour by a majority of the members of the general committee for the time being entitled to receive notice of a meeting of the general committee shall be as valid and effectual as if it had been passed at a meeting of the general committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the general committee.

PART 4

GENERAL MEETINGS.

Annual general meetings - holding of.

- 22. (1) With the exception of the first annual general meeting of the Society, the Society shall, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Society, convene an annual general meeting of its members.
- (2) The Society shall hold its first annual general meeting - (a) within the period of 18 months after its incorporation under the Act; and (b) within the period of 6 months after the expiration of the first financial year of the Society.
- (3) Clauses (1) and (2) have effect subject to any extension or permission granted by the Commission under section 26(3) of the Act.

Annual general meetings - calling of and business at.

23. (1) The annual general meeting of the Society shall, subject to the Act and to rule 22, be convened on such date and at such place and time as the committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be -
 - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;
 - (b) to receive from the committee reports upon the activities of the Society during the last preceding financial year;
 - (c) to elect office-bearers of the Society and ordinary members of the committee;
 - (d) to receive and consider the statement which is required to be submitted to members pursuant to section 26(6) of the Act; and
 - (e) to appoint an auditor.
- (3) An annual general meeting shall be specified as such in any notice convening it.

Special general meetings - calling of.

24. (1) Any 3 members of the general committee may convene a special general meeting of the Society.
- (2) The committee shall, on the requisition in writing of not less than 5 per cent of the total number of members, convene a special general meeting of the Society.
- (3) A requisition of members for a special general meeting -
 - (a) shall state the purpose or purposes of the meeting;
 - (b) shall be signed by the members making the requisitions;
 - (c) shall be lodged with the Secretary; and
 - (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (4) If the committee fails to convene a special general meeting to be held within 1 month after the date on which a requisition of members for the meeting is lodged with the Secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (5) A special general meeting convened by a member or members as referred to in clause (4) shall be convened as nearly as is practicable in the same manner as general meetings are convened by the committee and any member who thereby incurs expense is entitled to be reimbursed by the Society for any expense so incurred.

Notice.

25. (1) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Society, the Secretary shall, at least 14 days before the date fixed for the holding of the general meeting, cause to be served on the member personally or sent by pre-paid post, to each member at the member's address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to, be transacted at the meeting.

- (2) Where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Society, the Secretary shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member in the manner provided in clause (1) specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to rule 23(2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who shall include that business in the next notice calling a general meeting given after receipt of the notice from the member.

Procedure.

26. (1) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
- (2) **Twelve**⁹ members present in person (being members entitled under these rules to vote at general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an 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 shall stand adjourned to the same day in the following week at the time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 10) shall constitute a quorum.

Presiding member.

27. (1) The President or, in the President's absence, a Vice-President, shall preside as chairperson at each general meeting of the Society.
- (2) If the President and both Vice-Presidents are absent from a general meeting or unwilling to act, the members pre-sent shall elect one of their number to preside as chairperson at the meeting.

Adjournment.

28. (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at 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.
- (2) Where a general meeting is adjourned for 30 days or more, the Secretary shall give written or oral notice of the adjourned meeting to each member of the Society stating

the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

- (3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

Making of decisions.

29. (1) A question arising at a general meeting of the Society shall be determined on a show of hands of those entitled to vote and, unless before or on the declaration 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, or an entry to that effect in the minute book of the Society, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (2) At a general meeting of the Society, a poll may be demanded by the chairperson or by not less than 3 members present in person or by proxy at the meeting.
- (3) Where a poll is demanded at a general meeting, the poll shall be taken -
 - (a) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment; or
 - (b) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

Special resolution.

30. A resolution of the Society is a special resolution if -
 - (a) it is passed by a majority which comprises not less than **three quarters**¹⁰ of such members of the Society as, being entitled under these rules so to do, vote in person or by proxy at a general meeting of which not less than 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules; or
 - (b) where it is made to appear to the Commission that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a) - the resolution is passed in a manner specified by the Commission.

Voting.

31. (1) Upon any question arising at a general meeting of the Society a member has one vote only.
- (2) All votes shall be given personally or by proxy.
- (3) That the proxy voting options at AGMs and SGMs be limited to four per member present¹¹.
- (4) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

- (5) A member or proxy is not entitled to vote at any general meeting of the Society unless all monies due and payable by the member or proxy to the Society under Rule 8 have been paid.

Appointment of proxies.

32. (1) Each member shall be entitled to appoint a proxy by notice given to the Secretary no later than 48 hours before the time of the meeting in respect of which the proxy is appointed.
- (2) The notice appointing the proxy shall be in the form set out in Appendix 2 to these rules.

PART 5

MISCELLANEOUS

Natural justice

33. Every member of the Society is entitled to natural justice: the right of a person accused of some wrong doing is to be informed of any allegation made against him or her and be given a right of reply at the initiative of the accused.¹²

Insurance.

34. (1) The Society shall effect and maintain insurance pursuant to section 44 of the Act.
- (2) In addition to the insurance required under clause (1), the Society may effect and maintain other insurance.

Funds - source.

35. (1) The funds of the Society shall be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the Society in general meeting, such other sources as the committee determines.
- (2) All money received by the Society shall be deposited as soon as practicable and without deduction to the credit of the Society's bank accounts.
- (3) The Society shall, as soon as practicable after receiving any money, issue an appropriate receipt.

Funds - management.

36. (1) Subject to any resolution passed by the Society in general meeting, the funds of the Society shall be used in pursuance of the objects of the Society in such manner as the committee determines.
- (2) All cheques, draft, bills of exchange, promissory notes and other negotiable instruments shall be signed by any 2 members of the committee or employees of the Society, being members or employees authorised to do so by the committee.

Alteration of objects and rules.

37. The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the Society.

Common seal.

38. (1) The common seal of the Society 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 by the signatures of any 2 office bearers.

Custody of books, etc.

39. Except as otherwise provided by these rules, the Secretary and Treasurer shall keep in their custody or under their control all records, books and other documents relating to the Society.

Inspection of books.

40. The records, books and other documents of the Society shall be open to inspection, free of charge, by a member of the Society at any reasonable hour by arrangement.

Service of notices.

41. (1) For the purpose of these rules, a notice may be served by or on behalf of the Society upon any member either personally or by sending it by post to the member at the member's address shown in the register of members.
- (2) Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

Surplus property.

42. (1) In the winding up of the Society, the surplus property of the Society is to be distributed in accordance with a special resolution of the Society.
- (2A) The distribution of surplus property:
- (a) must be approved by the Commissioner; and
 - (b) is not to be made to any member or former member of the Society (other than a member or former member which is an unincorporated association having, at the time of the distribution, rules preventing the distribution of property to its members); and
 - (c) is subject to any trust affecting that property or any part of it.
- (2B) Surplus property or any part of it that consists of property supplied by a government department or public authority, including any unexpended portion of a grant, shall be returned to the department or authority that supplied it or to a body nominated by the department or authority.
- (3) A person aggrieved by the distribution of the surplus property of this Society may apply to the Court for orders as to the disposal of the surplus property .

Auditor

- 43 A properly qualified auditor or auditors shall be appointed at the annual general meeting.

Returning Officer

- 44 For the purposes of the election of the general committee or of the taking of a poll as provided in paragraphs 14. (6), 29 and 31, a returning officer shall be elected from among the ordinary members present.

Vacation of Office

- 45 Without limiting the operation of rule 17, the office of a member of the committee shall become vacant if the member holds an office of profit in the Society.

APPENDIX 1

HUMANIST SOCIETY OF NEW SOUTH WALES Inc
(incorporated under the Association Incorporation Act 1984)

APPLICATION FOR MEMBERSHIP

I,
(full name of applicant)

of Postcode.....
(address of applicant)

Phone (Home)(Work)E-mail:.....

being a
(occupation of applicant)

hereby apply to become a member of the abovenamed incorporated association and declare that I am in agreement with the association's Objects.

In the event of my admission as a member, I agree to be bound by the rules of the association for the time being in force (Copies of the Rules are available from the Secretary or from the Society website <http://www.hsnsw.asn.au>).

Special Interests
.....

Signature of applicant.....Date

I,.....a member of the association,
(full name of proposer)
nominate the applicant, who is personally known to me, for membership of the association.

Signature of proposerDate

If you do not personally know a member of the association who can propose your application, then you may one of either:

1. attend a Humanist Society of NSW Inc meeting; or (if that is not practicable)
2. provide a statement of interest for the Committee to consider.

Annual Membership Fee: Single DoubleConcession

(Please provide proof of concession rate eligibility, such as a pension, student or health care card number.)

I enclose cheque/money order/cash for:

Membership	\$.....
Donation	\$.....
Total	\$.....

Objects

1. To encourage a rational approach to human problems, to promote the fullest possible use of science and the arts for human welfare, to defend freedom of expression, and to provide a constructive alternative to theological and dogmatic creeds;
2. To gain and maintain for non-religious people the same rights as are enjoyed by members of religious bodies;
3. To encourage an awareness of and the responsibility to the connection and interdependence between human and other life forms, and duty of care owed by present generations to future generations and the environment;
4. To encourage informed and reasoned discussion of issues in a manner that shows respect for the individual and his or her views;
5. To encourage respect for the universal human rights of men and women free from discrimination on the basis of race, class, disability, gender, age, nationality or sexual orientation

HUMANIST SOCIETY OF NEW SOUTH WALES INC
FORM OF APPOINTMENT OF PROXY

I
(full name)

of
(address)

being a member of the Humanist Society of New South Wales Inc.

hereby appoint (name of proxy)

as my proxy to vote on my behalf at the
General Meeting/Annual General Meeting/Special General Meeting of the Society

to be held on the day of
and at any adjournment of that meeting.

My proxy is authorised to vote in favour of / against the resolution: *

.....
.....

Signed:

Date

Send this form to The Secretary, Humanist Society of NSW, 10 Shepherd
Street, CHIPPENDALE, NSW, 2008, to arrive not later than 48 hours before the meeting.,

*This direction is optional

Endnotes

- 1 1. added SGM Feb. 2008.
- 1b 3. added SGM Feb 2008
- 1c 4. added SGM Feb 2008
- 2 5. added AGM Aug 2008.
- 3 10. (1) added SGM Feb 2008
- 4 10. (7) first adopted 2006 AGM and amended adding in time limit of applicability in SGM Feb 2007.
- 5 10. (7) fixed from this incorrect editorialisation "aims and objectives of the Society as per Clause 1 and 2 of the Rules of the Humanist Society of New South Wales" in the 25.8.08 issue of these Rules.
- 6 13. (1) (b) was changed from 10 to 15 and the word "eight" in the paragraph following was changed to "six" in the 1997 AGM.
- 5b 13. (1) (b) was changed from 15 to 12 in the AGM Aug 2008.
- 7 14 (1)b added SGM 2008
- 8 14. (7) adopted 2006 AGM.
- 9 26. (2) "Twenty" was changed to "Twelve" in the 1997 AGM.
- 10 30. (a) "two-thirds" was changed to three quarters in the 1997 AGM.
- 11 31. (3) limit of four proxies held by any one person adopted 2005 AGM.
- 12 35 added SGM Feb 2008 (all subsequent clauses renumbered).