

ANNEXURE A

RULES OF THE EVANDALE HISTORY SOCIETY INCORPORATED

31 October 1990

REVISED 16TH JUNE, 1994

REVISED 17 JUNE 2004

The Society shall be called the Evandale History Society Incorporated. (Herein after called "the Society").

The objectives of the Society shall be:

- (i) To bring together people with an interest in History.
- (ii) To foster an understanding of the history of Evandale and its surroundings.
- (iii) To do any other matter or thing which the Society shall consider as being appropriate and relevant to the above objectives.

A1

The Society shall be managed by the following officers who shall comprise the Executive:

- (i) Chairman
- (ii) Vice Chairman
- (iii) Secretary
- (iv) Treasurer
- (v) Four (4) other persons.

The Executive shall be elected at the Annual General Meeting and subject to termination of office by resignation or otherwise shall remain in office until their successors are appointed at the Annual General Meeting next following their appointment. The Society shall have power to fill any vacancy that may occur. The retiring officers and other members of the Society or Executive shall be eligible for re-election. The Executive shall have power to alter the rules but no such alteration shall take effect until the same has been confirmed at the Annual General Meeting or a special General Meeting convened for the purpose.

A2

ANNUAL GENERAL MEETING — A general meeting of the Society shall be held in every year not later than 31st May — to transact the following business:

- (a) To receive and if approved to adopt an audited statement of the Society's accounts to the end of the preceding year.
- (b) To consider and if approved sanction any duly made alteration of the rules.
- (c) To appoint the officers and other members of the Society.
- (d) To appoint an auditor or auditors.
- (e) To deal with any special matter which the Society desires to bring before the meeting and to receive suggestions from the floor for consideration by the Executive.

A3

Notice convening the general meeting shall be sent to members and advertised not less than ten (10) days before the meeting.

SPECIAL GENERAL MEETING — A special general meeting may be convened at any time by the Executive, and may be requisitioned in writing over the signature of eight (8) financial members.

A4

CHAIR AT MEETING — At all meetings of the Society the Chairman or his/her delegate shall provide and shall have a casting or additional vote in the event of an equality of votes.

A5

QUORUM — At all Executive meetings five (5) shall form a quorum. At Annual General Meetings and Special General Meetings eight (8) shall form a quorum.

Executive Meetings shall be held at least eight (8) times in a year. Written notice thereof shall be given by the Secretary to the members of the Executive at least 72 hours prior to the time nominated for holding the meeting.

The following members of the Executive shall have the powers and duties ascribed to them as hereafter appearing .

A. CHAIRMAN

- (a) The Chairman or his/her delegate shall preside at all meetings.
- (b) The Chairman shall present to the Annual General Meeting a report in writing in respect of the activities and business of the Society and of any events that have significantly affected the state of affairs of the Society during the preceding year.

B. SECRETARY

- (a) The Secretary or his/her delegate shall attend and record the names of members present at and take minutes of the proceedings of all meetings and shall properly enter such minutes-in a book kept for that purpose and in consultation with the Chairman shall prepare an agenda for all of such meetings.
- (b) The Secretary shall maintain a Register of Membership of the Society and of the Executive and all other committees.
- (c) The Secretary shall issue all notices of meetings and such other notices as he/she may be directed by the Chairman.
- (d) The Secretary shall keep in safe keeping a copy of these Rules and of any amendment thereof which from time to time may be lawfully made.
- (e) The Secretary shall present to the Executive all correspondence directed to the Society which may be received by him/her and shall prepare and sign all outward correspondence as he/she may be directed by the Executive.

C. TREASURER

- (a) The Treasurer shall collect and receive all moneys on behalf of the Society and shall record the same and shall deposit all such moneys in a banking account in the name of the Society at a bank approved by the Executive.

- (b) The Treasurer shall maintain to the satisfaction of the Executive a proper system of accounting for all moneys received and disbursed on behalf of the Society and shall present all accounts for payment to the Executive for approval. The Treasurer shall present regular financial statements to the Executive and shall have regard to any criticisms or advice in financial matters made or given by the Auditors of the Society or by the Executive or by any committee appointed by the Executive for that purpose. The Treasurer shall direct the adoption and supervise the operation of appropriate accounting procedures to be observed by any employer of the Society.
- (c) The Treasurer shall keep all vouchers for all moneys expended by the Society and all records and vouchers in respect of moneys received by the Society and shall present the same to the Auditors whenever required so to do.
- (d) The Treasurer shall prepare and submit to the Auditors not later than fourteen (14) days prior to the date fixed for the next succeeding Annual General Meeting of the members statements of the financial affairs of the Society during the calendar year ended on the 31st March in the year preceding such presentation. Such statements after audit shall be presented by the Treasurer to the next Annual General Meeting of the Society and the Treasurer shall offer such explanations thereof and of any material contained therein as may be required of the Treasurer at such meetings.
- (e) All moneys drawn on the account of the Society shall be signed for by the Treasurer and countersigned by one (1) other member of the Executive.

DISSOLUTION CLAUSE

A 6

If upon the winding up or dissolution of the Evandale History Society Incorporated there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Society but shall be given or transferred to the Community History Division of the Queen Victoria Museum, Launceston, an institution approved by the Commissioner of Taxation referred to in paragraph 78 (1) (a) of the Income Tax Assessment Act 1936. If possible the Society's collection to be kept in Evandale.

A7

In the event of the dissolution or winding up of the Evandale History Society Incorporated every financial member of the Society is liable to contribute to the assets of the Society for payment of any debts or liabilities of the Society and for costs, charges and expenses of such winding up a sum not exceeding two dollars (\$2) as may be required, but a former member is not so liable after he/she ceased to be a member.

A8

MURRAY MEMORIAL FUND

The Evandale History Society Incorporated has set up a bank account with Bass and Equitable Limited No. 149357, named MURRAY MEMORIAL FUND, to accept donations of monies to erect a statue of the Late Harry Murray, V.C., C.M.G., D.S.O. & Bar, D.C.M. and C. de G. This fund will be administered by the Executive of the Evandale History Society.

If the Gift Fund is wound up or if the endorsement, if any, of the organisation as a deductible gift recipient is revoked, any surplus assets of the Gift Fund remaining after the payment of liabilities attributable to it, shall be transferred to a fund, authority or institution to which income tax deductible gifts can be made."