



TECHNOLOGY FOR AGEING AND DISABILITY (SA) INCORPORATED

CONSTITUTION

November 2016

Contents	Page
NAME	1
DEFINITIONS AND INTERPRETATION	1
OBJECTS	2
POWERS	2
MEMBERSHIP	3
SUSPENSION AND CESSATION OF MEMBERSHIP	3
BOARD POWERS AND DUTIES	5
AUDITOR	8
PUBLIC OFFICER	9
GENERAL MEETINGS	9
VOTING	10
MINUTES OF MEETINGS	10
AMENDMENT OF CONSTITUTION	11
FINANCES AND PROPERTY	11
DISSOLUTION	11
DEDUCTIBLE GIFT RECIPIENT STATUS	11
TRANSITIONAL PROVISIONS	12
COMMON SEAL	12
REGULATIONS FOR MEMBERSHIP OF THE ASSOCIATION	12
OPPRESSIVE OR PREJUDICIAL CONDUCT	12
PRESUMPTION OF VALIDITY	13
REGULATIONS FOR MEMBERSHIP	14

CONSTITUTION OF TECHNOLOGY FOR AGEING AND DISABILITY (SA) INCORPORATED

1. NAME

The name of the Association shall be Technology for Ageing and Disability (SA) Incorporated and hereinafter called "the Association."

2. DEFINITIONS AND INTERPRETATION

2.1. Definitions

In this Constitution the following terms have the following meanings unless the context otherwise requires:

Act means the Associations Incorporations Act 1985;

Association means Technology for Ageing and Disability (SA) Incorporated;

Board Members means the Board of Directors of the Association;

Business day means any day other than a Saturday, a Sunday or a public holiday observed in the City of Adelaide;

Chief Executive Officer means the Chief Executive Officer of the Association;

Eligible Member means a member of a category prescribed by the Board as entitled to attend and vote at meetings of members;

Member means a member of the Association;

Membership means membership of the Association;

Notice means any form of written and electronic communication;

Person includes a natural person, an incorporated body or an unincorporated partnership or association;

Special resolution has the same meaning as in the Act.

2.2. Interpretation

In this Constitution:

2.2.1. headings are for convenience only and do not affect interpretation unless the context otherwise requires;

2.2.2. the singular includes the plural;

2.2.3. one gender includes all genders;

2.2.4. a reference to any legislation includes an amendment or re-enactment of it, any legislation substituted for it and any regulations and statutory instruments made under it; and

2.2.5. a reference to a Clause is to a clause of this Constitution.

2.3. The Board is the sole authority for the interpretation of this Constitution and the decision of the Board on any question of interpretation or on any matter affecting

the Association or member, for which no provision is made in this Constitution, is final and binding on all members.

3. OBJECTS

- 3.1. Provide a technical service to people with disabilities and the aged and to other organisations dealing with such people.
- 3.2. Develop, construct, modify and manufacture assistive equipment for or give technical advice to people with disabilities and the aged.
- 3.3. Present the special needs of people with disabilities and the aged to relevant authorities, government or otherwise and to obtain financial or other support for the attainment of the objects of the Association.

4. POWERS

For the purpose of carrying out its objects the Association may, subject to the Act and its rules:

- 4.1. purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property which may be necessary or requisite for any of the purposes of the Association or capable of being conveniently used in connection with any of the objects of the Association provided that if the Association takes or holds any property subject to any trusts the Association shall only deal therewith in such manner as may by law be permitted from time to time having regard to such trusts;
- 4.2. use all forms of mass media in presenting the issues with respect to the aged and people with disabilities and of the Association to the public;
- 4.3. borrow any monies required for the purpose of the Association upon such security as may be determined, and to make, accept and endorse any negotiable instrument necessary therefore;
- 4.4. invest the monies of the Association from time to time available for such purpose and upon such security as may be determined;
- 4.5. correspond with bodies or individuals in other Australian States and elsewhere on any matter touching the interest of the Association;
- 4.6. purchase, acquire or establish a journal to inform members and others of the work and issues of the Association;
- 4.7. form auxiliaries to raise funds and thereby further the aims and objects of the Association;
- 4.8. hold meetings of members for discussion of problems of the aged and people with disabilities and ideas on technical aids

and to do all such other things as may be incidental to the attainment of the objects.

5. MEMBERSHIP

5.1. Categories of membership

- 5.1.1. Membership of the Association consists of such category or categories of members as the Board determines.
- 5.1.2. When making changing to membership categories the Board must take into account the rights and privileges of existing membership categories.

5.2. Member obligations

- 5.2.1. The Board may determine from time to time:
 - 5.2.1.1. Membership fees (if any) payable by members and the manner and timing of payment;
 - 5.2.1.2. Other qualifications for membership.

6. SUSPENSION AND CESSATION OF MEMBERSHIP

6.1. Suspension of membership

- 6.1.1. Membership may be suspended by not less than a two-thirds majority vote at a Board or General Meeting.
- 6.1.2. Any suspended member or member organisation may on not less than seven (7) days written notice require the suspension to be reconsidered at one subsequent General Meeting.
- 6.1.3. The suspended member has the right to appeal this decision to a Membership Appeals Tribunal as per Clause 6.3

6.2. Cessation of membership:

- 6.2.1. Resignation in writing delivered to the premises of the Association. Every member is at liberty to resign in writing from the Association at any time but until such resignation is received shall be held liable for his/her membership fee if any.
- 6.2.2. Non-payment of membership fees, if any, outstanding for more than three months of their due date
- 6.2.3. A member may be expelled from membership of the Association by the Board if, in the opinion of such Board, after affording such member an opportunity of offering the Board an explanation of his/her conduct either verbally or in writing as the Board may decide, the conduct of the member is such as to be detrimental to the best interests of the Association, provided that:
 - 6.2.3.1. the expelled member has the right to appeal this decision either to a Membership Appeals Tribunal as per Clause 6.3 or to a Special General Meeting at which the matter can be discussed and voted upon;

- 6.2.3.2. such Special General Meeting is held within a period of twenty-eight (28) days from the date of the decision of the Board to expel the member;
- 6.2.3.3. at such Special General Meeting the member whose expulsion is under consideration shall be allowed to offer an explanation of his/her conduct verbally or in writing at the option of such member;
- 6.2.3.4. the voting of such Special General Meeting shall be by ballot if not less than five members present so demand.

6.3. Membership Appeals Tribunal

- 6.3.1. The Membership Appeals Tribunal is a tribunal established by the Board to determine appeals by members who have been suspended or expelled from the Association.
- 6.3.2. Persons are appointed to the Membership Appeals Tribunal as determined by the Board.
- 6.3.3. The Membership Appeals Tribunal will comprise three (3) persons who are not members of the Board.
- 6.3.4. The Membership Appeals Tribunal will include at least one (1) member of the Association.
- 6.3.5. The second and third members of the Tribunal need not be members of the Association but must have skills relevant to the conduct of the Tribunal.
- 6.3.6. The Membership Appeals Tribunal will consider the appellant's appeal for resumption of membership and determine the extent to which it requires additional information from the appellant and the Association to enable a decision to be made to uphold or reject the appeal for membership to the association.
- 6.3.7. The Membership Appeals Tribunal will communicate the decision to the appellant and the Board.
- 6.3.8. In the event the Membership Appeals Tribunal rejects an appeal against expulsion then the appellant's membership will be cancelled at the date of the meeting at which the determination of the Board occurred to expel the member.
- 6.3.9. In the event that the Membership Appeals Tribunal upholds the appeal by the appellant then the appellant's membership will be resumed without interruption.

7. BOARD POWERS AND DUTIES

7.1. Number of Board Members

- 7.1.1. The affairs of the Association shall be vested in the Board consisting of not less than six (6) members nor more than nine (9) members including the Chairperson.
- 7.1.2. Vacancies unfilled or arising in the Board may be filled by the Board by co-opting a maximum of three (3) persons to fill those vacancies until the next Annual General Meeting. Co-opted members will have full voting rights. Co-opted members must nominate at the next available election to continue as a member of the Board.
- 7.1.3. The Board may function validly with vacancies provided the number of members is no less than three (3).

7.2. Nomination and appointment

- 7.2.1. No person shall be eligible to stand for election unless they:
 - 7.2.1.1. are a natural person who is an eligible member of the Association;
 - 7.2.1.2. are nominated on the appropriate form.
- 7.2.2. One half of the first elected Board members shall be chosen by consensus or by lot to retire or seek re-election at the first Annual General Meeting following their election and thereafter the position of each elected Board member shall fall vacant on completion of a term of two (2) years.
- 7.2.3. A retired Board member including the Chairperson shall be eligible to stand for re-election but must apply using the designated application form, provided that:
 - 7.2.3.1. the retiring Board member including the Chairperson has less than ten (10) cumulative years as a Board member;
 - 7.2.3.2. the retiring Board member including the Chairperson can re-nominate once this maximum has been reached only with approval from the Board prior to the Annual General Meeting;
 - 7.2.3.3. this nomination must also be accepted by members by separate vote at the Annual General Meeting before the vote for election of Board members.

7.3. No member of the Board shall be appointed to any salaried office of the Association.

7.4. The Board shall meet as often as may be required to conduct the business of the Association but not less than four (4) times in each financial year.

7.5. The quorum shall be one half the number of Board members plus one (1) and shall include members who participate in the meeting by telephone, Internet or

- other real-time means of communication. Should, within half an hour of the time set down for a meeting to commence, a quorum not be present, then the meeting should be adjourned to a place and a time within fourteen (14) days of the date of such meeting. If at such adjourned meeting a quorum not be present, then those members attending shall be deemed to be a quorum, provided the number of such members is not less than three (3).
- 7.6. The Chairperson or two other members of the Board shall have power to call a meeting of the Board. Notice of meetings shall be given at the previous Board meeting or by seven days' written notice distributed to all Board members or in an emergency by such other notice determined by the Chairperson.
- 7.7. A member of the Board shall cease to hold such office upon:
- 7.7.1. resignation in writing;
 - 7.7.2. suspension as a member of the Association, following a resolution being passed by a two thirds majority of members present at a properly constituted Board meeting specially called for the purpose;
 - 7.7.3. absence for six (6) successive months from meetings held during that period without leave from the Board;
 - 7.7.4. ceasing to be a member of the Association;
 - 7.7.5. bankruptcy or making any arrangements of composition with creditors generally;
 - 7.7.6. mental illness or whose estate is liable to be dealt with under the law relating to mental health;
 - 7.7.7. death;
 - 7.7.8. direct or indirect interest in any commercial contract or proposed commercial contract with the Association.
- 7.8. The Board may appoint committees for specific purposes. These committees shall meet as they see fit or as directed by the Board representative who shall report to the Board.
- 7.9. The Board has the power to make and implement such rules/bylaws as considered necessary for the running of the Association providing that such rules/bylaws are not contrary to the Constitution nor are they contrary to the relevant Australian laws.
- 7.10. The Board is responsible for appointing the Chief Executive Officer of the Association with authorities as defined by the Board to run the Association on a daily basis.
- 7.11. In the event the position of Chief Executive Officer of the Association is vacant then the Board may appoint an Acting Chief Executive Officer and/or Management Committee to carry out the day to day business of the Association.
- 7.12. The Board undertakes all governance responsibilities as stated in this Constitution and the Act, including the following.
- 7.12.1. Exercising powers and discharging their duties with care and diligence.

- 7.12.2. Making judgements in good faith and for a proper purpose in line with the objects of the Association.
 - 7.12.3. Not having material personal interest in the subject matter of the judgement.
 - 7.12.4. Informing themselves about the subject matter of the judgement to the extent they reasonably believe to be appropriate.
 - 7.12.5. Rationally believing that the judgement is in the best interests of the Association.
 - 7.12.6. Meeting the governance and role requirements as specified in this clause and ensuring that they are able to competently and consistently apply relevant skills in achieving these requirements.
- 7.13. The Board may make relevant decisions by use of electronic communications provided all such decisions are ratified in the official minutes of the Board at the next Board meeting.
- 7.14. Chairperson
- 7.14.1. The Chairperson shall be elected by the Board.
 - 7.14.2. The Chairperson shall chair Board and General Meetings except that in the absence of the Chairperson or at the request of the Chairperson or of a majority of the meeting another member may be elected as meeting chairperson.
 - 7.14.3. The Chairperson shall ensure that an agenda is prepared for Board and General Meetings.
 - 7.14.4. The Chairperson shall encourage full balanced participation in meetings by all members and shall decide on matters of order.
 - 7.14.5. The Chairperson shall act as Spokesperson unless an alternative Spokesperson has been appointed by the Board or a General Meeting. The Spokesperson shall make statements in accordance with previously agreed policy, or in an emergency following consultation with at least two members of the Board.
- 7.15. Treasurer
- 7.15.1. The role of the Treasurer shall be undertaken by a Board member.
 - 7.15.2. The Treasurer shall monitor the financial position of the Association and report on such to Board meetings.
 - 7.15.3. The Treasurer shall ensure accounting records are maintained in accordance with generally accepted accounting standards.
 - 7.15.4. The Treasurer shall cause to be prepared financial budgets and statements and shall submit a report on the finances to each Board Meeting.
 - 7.15.5. The Treasurer shall present annual audited accounts to the Annual General Meeting.

- 7.15.6. The Treasurer's duties may be delegated to another person approved for this purpose by the Board.
- 7.16. Secretary
- 7.16.1. The role of Secretary shall be undertaken by a Board member.
- 7.16.2. The Secretary shall ensure meetings are held in accordance with the provisions of this Constitution.
- 7.16.3. The Secretary shall cause records to be kept of the business of the Association including the Constitution and policies, records of members, a register of minutes of meetings and of notices, a file of correspondence, and records of submissions or reports made by or on behalf of the Association.
- 7.16.4. The Secretary shall ensure that members are given reasonable notice of the date of any function held under the auspices of the Association.
- 7.16.5. The Secretary's duties may be delegated to another person approved for this purpose by the Board.
- 7.17. Conflict of interest
- 7.17.1. A member of the Board having a direct or indirect pecuniary interest in a contract or proposed contract, with the Association, must disclose the nature and extent of that interest to the Board as required by the Act, and shall not vote with respect to that contract or proposed contract.
- 7.17.2. If a member of the Board becomes aware of a conflict or a potential conflict of interest in a contract or arrangement after it is made or entered into, the person shall disclose that interest as soon as is practicable or at the first Board meeting after the interest occurs.
- 7.17.3. The member of the Board must disclose the nature and extent of his or her interest in the contract at the next Annual General Meeting of the Association.

8. AUDITOR

- 8.1. An Auditor shall not be a member of the Association, a member of staff, or a close relative of a Board member or member of staff.
- 8.2. The Auditor or Auditors shall be nominated by the Board and appointed at the Annual General Meeting.
- 8.3. Subject to paragraph 8.4 notice of the intention to nominate an auditor to replace the current auditor shall be given to the Secretary at least twenty-eight (28) days before the Annual General Meeting. The Secretary shall send a copy of the nomination to the current auditor at least seven days before the Annual General Meeting. The current Auditor shall be entitled to attend the Annual General Meeting if he/she so wishes to be heard at such meeting.
- 8.4. Where the current auditor submits his/her resignation, or notifies the Secretary of his/her intention not to seek re-election as Auditor, paragraph 8.3 shall not apply.

9. PUBLIC OFFICER

- 9.1. The Board must appoint, for the purposes of the Act, a Public Officer of the Association, who will hold office for such time as the Board decides.

10. GENERAL MEETINGS

- 10.1. Written notice of not less than seven (7) days of all General Meetings shall be distributed to all members and displayed at any premises occupied by the Association.
- 10.2. Eligible members shall each be entitled to one vote in each ballot at any General Meeting at which they are present.
- 10.3. A quorum at any General Meeting shall be seven (7) eligible members or two-thirds of the number of members of the Association whichever is less.
- 10.4. If at any General Meeting there is no quorum within thirty (30) minutes of the time appointed for the meeting the meeting shall be adjourned for a period not exceeding twenty-eight (28) days. The quorum for such adjourned meeting shall be reduced to five (5) eligible members failing which the meeting will lapse altogether.
- 10.5. Special General Meeting
 - 10.5.1. Any two (2) members of the Board may at any time convene a Special General Meeting of the Association.
 - 10.5.2. Special General Meetings shall also be convened by the Secretary, upon the written request of not less than five (5) per cent in number of the members of the Association and shall be held within a period of twenty-eight (28) days from the date of receipt of the request.
- 10.6. Annual General Meeting
 - 10.6.1. The Annual General Meeting must be held at least once in each financial year and not more than five (5) months after the close of the financial year which shall be 30th June unless altered at a General Meeting.
 - 10.6.2. The business of the Annual General Meeting shall be to:
 - 10.6.2.1. receive the Chairperson's report for the previous financial year;
 - 10.6.2.2. receive the Treasurer's report and the audited financial statements for the previous financial year;
 - 10.6.2.3. elect to the Board members who have been nominated using the appropriate form at least seven (7) days prior to the Annual General Meeting;
 - 10.6.2.4. conduct any other business placed on the agenda by a member of the Association at least seven (7) days prior to the meeting.

11. VOTING

11.1. Voting shall be by show of hands except that:

11.1.1. any contested election at an Annual General Meeting or otherwise shall be by secret ballot;

11.1.2. the meeting may, by show of hand, require any other vote to be by secret ballot.

11.2. Proxy voting

11.2.1. Any eligible member may appoint another eligible member, who is a natural person, to be his or her proxy and attend and vote at any general meeting of the Association.

11.2.2. Provision must be made for proxy votes to be identified and counted for ballots determined by show of hands.

11.2.3. An instrument of proxy must be in such form as the Board determines from time to time and must be delivered or posted addressed to the Chief Executive Officer at the Association, or submitted electronically or otherwise in such manner as the Board allows, so as to be received at least three (3) clear business days before the date of the meeting to which it relates.

11.3. The Chairperson at any meeting shall have a deliberative vote only.

11.4. A clear majority is required for any motion to pass. In the event of a tied vote the motion is defeated.

11.5. Persons with a special interest or knowledge relevant to the Association may be invited to attend any meeting and to speak at the discretion of the Chairperson but such persons do not have voting rights.

12. MINUTES OF MEETINGS

12.1. Proper Minutes of all proceedings of General Meetings of the Association and of meetings of the Board shall be entered within one (1) month after the relevant meeting in minute books kept for the purpose.

12.2. The Minutes kept pursuant to this clause 12 must be confirmed by the members of the Association or the members of the Board (as relevant) at a subsequent meeting.

12.3. The Minutes kept pursuant to this clause 12 shall be signed by the Chairperson of the meeting at which the proceedings took place or by the Chairperson of the next succeeding meeting at which the Minutes are confirmed.

12.4. Where Minutes are entered and signed they shall, until the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at a meeting shall be deemed to be valid.

12.5. The records of the Minutes are to be kept at the business premises of the organisation and are to be available to members upon request.

13. AMENDMENT OF CONSTITUTION

13.1. This Constitution may be repealed, altered or amended by resolution of seventy-five (75) per cent of the number of members voting in person or by proxy at a General Meeting convened in accordance with this Constitution.

13.2. Written notice of the proposed repeal, alteration or amendment must be distributed to all members not less than twenty-one (21) days prior to the meeting.

14. FINANCES AND PROPERTY

14.1. Members who by authority accept or incur any pecuniary liability on behalf of the Association shall be held indemnified against any personal loss in respect of such liability.

14.2. The income and capital of the Association shall be applied exclusively to the promotion of its objects and no portion shall be paid or distributed directly or indirectly to members or their associates except as bona fide remuneration of a member for services rendered or expenses incurred on behalf of the Association.

15. DISSOLUTION

15.1. The Association shall be dissolved in the event of membership less than three (3) persons or upon the vote of seventy-five (75) per cent of members present at a Special General Meeting convened to consider such question. All members must be given no less than twenty-eight (28) days written notice of the Special General Meeting including notice of the proposed dissolution.

15.2. On dissolution any surplus assets including 'gift funds' defined in clause 16 that remain after the Association is wound up must be distributed to one or more charities:

15.2.1. with charitable purpose(s) similar to or inclusive of the purpose(s) of the Association; and

15.2.2. which also prohibits the distribution of any surplus assets to its members to at least the same extent as the Association.

15.3. The decision as to the charity or charities to be given the surplus assets must be made by a special resolution of members at or before the time of winding up.

16. DEDUCTIBLE GIFT RECIPIENT STATUS

16.1. If the Association's endorsement as a deductible gift recipient is revoked, (whether or not the Association is to be wound up), any surplus gift funds must be

- transferred to one or more charities that meet the requirements of clauses 15.2.1 and 15.2.2 and that have deductible gift recipient status.
- 16.2. The decision as to the charity or charities to be given the surplus gift funds must be made by the Board.
- 16.3. For the purpose of this clause a gift fund means:
- 16.3.1. gifts of money or property for the principal purpose of the fund or institution;
 - 16.3.2. contributions made in relation to an eligible fundraising event held for the principal purpose of the Association;
 - 16.3.3. money received by the Association because of such gifts and contributions.

17. TRANSITIONAL PROVISIONS

- 17.1. This Constitution comes into force immediately after it has been adopted.
- 17.2. The adoption of this Constitution will not affect anything done or permitted under the former Constitution or any right or title approved, or obligation or liability incurred, or duty or restriction imposed before the adoption of this Constitution and will not interfere with the prosecution or affect the course or validity of any legal proceedings then pending, or otherwise, under the former Constitution.
- 17.3. All resolutions of the Board and all regulations of the Association made under the former Constitution and in force or current at the time of the adoption of this Constitution are to continue in full force and effect and may be rescinded, amended or repealed by the Board at any time.

18. COMMON SEAL

- 18.1. The common seal shall be located at the office of the Association.
- 18.2. The common seal shall be affixed to any document requiring execution under the common seal of the Association following prior approval of and under the authority of the Board and in the presence of the Chairperson and one other Board member.
- 18.3. The Chief Executive Officer must keep records of the use of the common seal.

19. REGULATIONS FOR MEMBERSHIP OF THE ASSOCIATION

- 19.1. The Board may from time to time make, amend and repeal regulations, not inconsistent with this Constitution, for the purposes of the Association.

20. OPPRESSIVE OR PREJUDICIAL CONDUCT

- 20.1. Neither the Association nor the Board may conduct their affairs in a manner that is oppressive or unfairly prejudicial to, or unfairly discriminatory against, a member or

members, or in a manner that is contrary to the interests of the members as a whole.

21. PRESUMPTION OF VALIDITY

21.1. Subject to clause 20, all acts of and things done by the Board, or any member of the Board, for and on behalf of the association and in good faith, are to be taken to have been validly done notwithstanding that it may afterwards be discovered that some defect or irregularity existed in the manner or circumstances of such act or thing or in the appointment or election of the Board or of any member thereof.

REGULATIONS FOR MEMBERSHIP OF TECHNOLOGY FOR AGEING AND DISABILITY (SA) INCORPORATED

1. BACKGROUND

1.1. Clause 5 of the Association's Constitution empowers the Board to determine from time to time the category or categories of members of the Association. This will include such matters as:

- 1.1.1. membership fees (if any) payable by members and the manner of payment;
- 1.1.2. qualifications for membership;
- 1.1.3. the rights, privileges and obligations of members and categories of members;
and
- 1.1.4. which category or categories of members are eligible members.

1.2. These regulations set out the Board's current determination on the matters described above.

2. INTERPRETATION

2.1. In these regulations:

- 2.1.1. terms (not otherwise defined in these regulations) have the same meaning as given in the Constitution;
- 2.1.2. **Association** means Technology for Ageing and Disability (SA) Incorporated;
- 2.1.3. **Constitution** means the constitution of Technology for Ageing and Disability (SA) Incorporated;
- 2.1.4. **Membership Table** means the table set out in Appendix 1.

3. CATEGORIES OF MEMBERSHIP

3.1. The Board has determined that the Association's membership consists of the categories of members set out in the Membership Table.

3.2. A person may be a member of the Association in one or more categories of membership. If a person qualifies as a member of more than one category of membership, the person is entitled to the rights and privileges, and is subject to the obligations and fees, applicable for all such categories.

3.3. Members shall be natural persons or organisations that have been approved by the Association and have agreed to accept the objects and paid the prescribed membership fees if any.

4. APPLICATION FOR MEMBERSHIP

- 4.1. The Board has determined that in order to be admitted as a member of the Association a person or organisation must meet the requirements set out in the "Application for Membership" row in the Membership Table.
- 4.2. Applicants for all categories of membership must be endorsed by two (2) current members.
- 4.3. Applicants for membership must be interviewed by two (2) persons approved by the Board.
- 4.4. Applications for membership will be decided by the Board following receipt of the application, provided that the applicant has been interviewed as per 4.3 of this Regulation.
- 4.5. If requested by the applicant within two (2) weeks of a membership application being rejected by the Board written advice will be provided stating the reasons.
- 4.6. The applicant shall not have the right to appeal the decision of the Board, but may submit a new application that provides additional information as appropriate.

5. SUSPENSION OF MEMBERSHIP

- 5.1. If at any time a person or organisation remains a member of the Association (in a particular membership category), but no longer meets the qualifications for membership for that category, the rights and privileges of that member (as set out in the Membership Table) are suspended until such time as the member ceases to be a member, or again meets the qualifications for membership.

6. ELIGIBLE MEMBERS

- 6.1. The categories of members who are eligible members as defined in the Constitution of the Association are as set out in the Membership Table.

7. FEES

- 7.1. The Board has determined that the membership fees payable by members (and the manner of payment) are set out in the Membership Table.

APPENDIX 1 MEMBERSHIP TABLE

Categories of members	Individual	Organisational	Life	Honorary
Description	Natural persons who support or provide services to the Association	Organisations and companies which have expressed support for the Association's objects	Individual members who have given ten years or more of continuous service to the Association	Individuals or organisations that are recognised as having given exemplary or commendable service to the Association
Application for Membership	By application on the prescribed form	By application on the prescribed form	On completion of ten years' service as an Individual member	By nomination and approval of the Board
Eligible Member? (As per definition in Constitution)	Yes	Yes An Organisational member shall be represented by one member or one employee who is authorised to speak and vote on its behalf.	Yes	Yes if the Honorary member was an eligible member at the time of the award of Honorary membership, otherwise No
Fees	As determined by the Board	As determined by the Board	Nil	Nil

This is the annexure marked 'A' referred to in the statutory declaration of Thomas Anthony

Scully made on the (day) of (month)

2016 (year) before me

.....

Justice of the Peace signature