



# CONSTITUTION

## 1 Name

The name shall be *S.A. Stage Dancing Society Incorporated* hereinafter referred to as the "Society."

## 2 Objects

- a) To cultivate, promote and encourage dancing and physical culture in the community of South Australia and elsewhere.
- b) To conduct, direct, present and produce (whether annually or otherwise) competitions, displays, concerts, pantomimes, ballets, shows and auditions and to grant prizes, scholarships or other benefits, for the purpose aforesaid or any of them
- c) To print and publish any newspapers, periodicals, books or leaflets that the Society may think desirable for the promotion of its objects
- d) In carrying out the objects of the Society there shall be no discrimination against any member because of his or her political beliefs, colour, race, creed or religion
- e) To do all such acts, matters, or things as are conducive or incidental to the attainment of the above objects or any part of them.

## 3 Membership

- a) Teachers of dancing desirous of entering pupils in the Society's Competitions shall pay an affiliation fee for Corporate or Individual membership and other persons may become Individual Members by paying an annual subscription. All subscriptions to be fixed by the Committee from time to time.
- b) Affiliation fees and annual subscriptions shall be payable in advance on the first day of the financial year which shall begin on the 1<sup>st</sup> day of July each year. For Teachers and Members who are unfinancial their membership shall be deemed to have lapsed and they shall be ineligible to participate in the Society's affairs or to vote at meetings.
- c) Payment of Affiliation fees and subscriptions in cases of genuine hardship or where membership has been granted because of special circumstances may be waived.
- d) All Assistant Teachers must be Members, or listed on the Corporate Membership, before they can be issued with a complimentary pass to the Competitions.
- e) A member shall be subject to immediate expulsion for any action which contravenes the objects of the Society. Such expulsion and appeals against such expulsion shall be decided by the Committee.
- f) All Officers and members of the Committee shall be ex-officio members of the Society.

#### **4 Patrons and Sub-Patrons**

A Patron and Sub-Patrons may be appointed and such appointments shall be made at the Annual General Meeting.

#### **5 Life Members**

Any persons who have rendered outstanding service to the Society shall become eligible for consideration of appointment to Life Membership of the Society provided that:

- a) Life members shall be elected by resolution of the Society at an Annual General Meeting subject to receiving a three quarter majority vote of those present and entitled to vote.
- b) Life members shall not pay annual subscriptions or levies but shall have free admission to any functions organised by the Society.

#### **6 Officers**

- a) Officers of the Society shall be President, Vice-President, Honorary Secretary, Honorary Treasurer. The Officers shall be elected at the Annual General Meeting and hold office for two years to be eligible for re-election, if they wish.

#### **7 Duties of Officers**

##### **a) President**

The President shall preside at all General Meetings, except as provided for in Section 12 (d) and meetings of the Committee, except as provided for in Section 11 (e), and shall conduct same with dignity and decorum being conscious only of the true objectives of the Society.

##### **b) Vice-President**

In the absence of the President at General Meetings and meetings of the Committee the Vice-President shall carry out the duties of the President, except as provided for in Section 12 (d) and Section 11 (e).

##### **c) Honorary Secretary**

- 1) Shall call General Meetings and meetings of the Committee when directed to do so.
- 2) Shall record accurate minutes of all such meetings, except as provided for in Section 11(f) and Section 12 (e).
- 3) Shall be responsible for the custody of the books, journals and all documents whatsoever belonging to the Society.
- 4) Shall make all books of the Society available for inspection by the auditors or any member of the Committee.
- 5) Shall conduct correspondence and perform such other duties as the Committee may from time to time direct.

**d) Honorary Treasurer**

- 1) Shall pay into the account of the Society at its Bank all monies and cheques received on behalf of the Society.
- 2) Shall keep proper records of all monies received and expended by, or on behalf of the Society and of all matters pertaining to such receipts, funds, liabilities and transactions of the Society.
- 3) Shall prepare and submit to the Annual General Meeting of the Society in each year, a duly audited annual statement of accounts and balance sheet of the Society made up to and including the 31<sup>st</sup> day of December in each year.
- 4) Shall submit a financial statement at each meeting of the Committee.

**8 Committee of Management**

- a. There shall be a Committee of Management hereinafter referred to as the “Committee” which shall comprise the Officers and not exceeding fifteen members who shall be elected at an Annual General Meeting, hold-office for two years and be eligible for re-election, if they wish.
- b. The Committee shall be responsible for the general management of the Society and shall provide for the administration and control of all competitions and for the provision of rules and by-laws controlling such Competitions.

**9 Powers of the Committee**

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

**10 Sub-Committees**

The Committee shall have power to appoint sub-committees for specific purposes. The President and Honorary Secretary shall be ex-officio members of all sub-committees. The Committee shall at all times retain the right to review or revoke any actions of its sub-committees or Officers.

**11 Committee Meetings**

- a) The Committee shall meet at least six times in each year, and the interval between any two meetings shall not exceed three months.
- b) If any member of the Committee absents himself or herself from three consecutive meetings without an acceptable apology or permitted leave, the Committee may terminate his or her membership of the Committee.
- c) Committee Members shall receive at least seven days’ notice of all Committee meetings.
- d) Two thirds of committee members, including two (2) officers shall constitute a quorum at committee meetings.

- e) The President, or in his or her absence, the Vice-President of the Society, shall preside at all Committee Meetings of the Society. If the President and Vice-President shall be absent or unwilling to act as Chairman of the Committee meeting, the Committee members present shall appoint one of their number to be Chairman.
- f) If the Secretary shall be absent from a Committee meeting, the Committee members present shall appoint one of their number to record accurate minutes of that meeting.

## **12 General Meetings – Annual and Special**

- a) Annual General Meetings shall be held during the months of March and April and shall be open to the public.
- b) The Annual General Meeting shall -
  - 1) Confirm the minutes of the previous Annual General Meeting and of Special General Meetings, if any.
  - 2) Receive and adopt the Annual Report of the Committee.
  - 3) Receive and adopt the audited statement of receipts and payments and balance sheet for the previous financial year.
  - 4) Elect the Officers and Committee members for the ensuing 2 years.
  - 5) Appoint an auditor.
  - 6) Transact other business of which at least fourteen days' prior notice has been given.
- c) Special General Meetings may be called by the President or at the request of at least five (5) voting members of the Society provided that at least fourteen days' notice is given to all members and the business to be discussed is detailed in this notice.
- d) The President, or in his or her absence, the Vice-President of the Society, shall preside at all General Meetings of the Society. If the President and Vice-President shall be absent or unwilling to act as Chairman of the General Meeting the voting members present, shall appoint one of their number to be Chairman.
- e) If the Secretary shall be absent from a General Meeting, the voting members present shall appoint one of their number to record accurate minutes of that meeting.
- f) Two thirds of committee members, including two (2) officers, present at Annual or Special General Meetings shall constitute a quorum.

## **13 Voting**

- a) At all General Meetings full members shall be entitled to one vote each.
- b) At all meetings of the Committee, Officers and Committee members shall be entitled to one vote each.
- c) At all General Meetings and meetings of the Committee the Chairman shall be entitled to a casting vote where there is equality of voting.

- d) All elections and questions shall be decided by a simple majority except as prescribed in Clause 18.
- e) At all meetings voting shall be by show of hands. If so requested by two (2) or more voting members, who are present at the meeting at which the election or questions is to be decided, voting shall be by secret ballot.

#### **14 Minutes**

Accurate minutes shall be kept of all meetings and shall be available for examination by any member. No resolution of a General Meeting shall be rescinded unless fourteen days' notice is given to members.

#### **15 Finance**

- a) The Committee shall cause to be kept proper books of account in which full, true and complete details of the affairs and transactions of the Society shall be recorded.
- b) The Committee shall take the necessary steps to open a bank account in the name of the Society and all monies received shall be paid into the account forthwith.
- c) All valid accounts rendered to the Society shall be authorised and passed for payment by the Committee.
- d) The Committee shall have power to open special trust accounts for specific projects from time to time and such accounts may be operated on only for the purpose for which they are opened.

#### **16 Audit**

As soon as practical after the 31<sup>st</sup> day of December in each year (and also whenever requested by the President of the Society) the accounts of the Society shall be audited and the auditor shall report thereon to the Committee or the Society.

#### **17 Assets**

No part or parts of the assets of the Society shall be given or transferred in any way to any member or members of the Society except that payments in faith may be made to a member of the Society for services rendered to the Society, or for goods supplied in the ordinary way of business or for any reasonable out-of-pocket expenses incurred by a member of the Society acting under the authority of the Committee.

#### **18 Alteration of Constitution**

- a) Alterations to this Constitution may be made at a general Meeting by a resolution passed by a two-thirds majority of those present and entitled to vote.
- b) At least one calendar months' notice of the General Meeting and of the proposed alterations shall be given.

**19 Public Officer**

The Committee shall, from time to time appoint any person other than the auditor to be the Public Officer of the Society and may revoke any such appointment.

**20 Dissolution**

The association may be wound up in the manner provided for in the Associations Incorporation Act 1985.