

BY-LAWS OF THE HOBART PROBUS CLUB (MENS) INC.

The Hobart Probus Club (Mens) Inc. shall be managed in accordance with the approved By Laws as adopted by its members.

ARTICLE (1): TERRITORY

Membership of the Hobart Probus Club (Mens), hereinafter called the "Club", shall be open to any male resident of the Greater Hobart Area.

ARTICLE (2): MEMBERSHIP

- (a) Membership of the Club shall be contingent upon attendance at regular meetings of not less than fifty percent in any club year, subject to leave of absence in cases of ill-health or other reasonable grounds.
- (b) Members leaving the areas designated in ARTICLE (1) may retain their membership.
- (c) Residents outside the area designated in ARTICLE (1) will be welcome as a guest in the expectation that they will consider joining a Probus Club in their own area should one be formed.
- (d) Members may belong to any number of Probus clubs subject to their acceptance by those other clubs.
- (e) Visitors may attend a maximum of 2 meetings of the club, before seeking membership.
- (f) The Club may elect Honorary Members on the recommendation of the Management Committee. Honorary Members shall not be required to pay membership subscriptions, shall not be eligible to hold office and shall not be entitled to vote, but shall enjoy all other privileges of membership.
- (g) Life Membership may be conferred upon a member who has rendered outstanding service to the Club. Nominations shall be submitted in writing to the Management Committee for consideration. The person elected to Life Membership shall be relieved of any liability with respect to the payment of annual subscriptions. The Committee may appoint a Life Member. The maximum number of Life Members shall be as decided by members at any General Meeting.

ARTICLE (3): MANAGEMENT

- (a) The Club shall be managed by a Management Committee of a maximum of twelve members comprising a President, the Immediate Past President, a Vice President, (who may also be President-elect), Secretary (who will also be Public Officer), Treasurer and other Committee members responsible for Guest Speakers, Membership, Club Outings, Club Bulletin and Publicity, Club Welfare and Assistants to Secretary and Treasurer.
- (b) The term of office of each office bearer shall be in accord with recommendations set out in the Probus Handbook.
- (c) A casual vacancy on the Committee shall be filled by action of the Committee.

ARTICLE (4): ELECTION OF OFFICERS

- (a) As required by the Constitution, the election of officers for the following year shall take place at the March Annual General Meeting.
- (b) Notice of the election shall be given at the preceding February meeting.
- (c) The nomination of and acceptance by those nominated as Committee members shall be in the hands of the Secretary before the commencement of the March meeting.
- (d) To be eligible for the nomination as Vice President, the nominee should have served at least one year on the Management Committee during the preceding five years. This eligibility criterion may be waived if no eligible candidate for the position of Vice President is received.
- (e) If an election is required for any position on the Committee, a returning officer and scrutineer, neither of whom are candidates for election, shall be appointed by the presiding officer before the election begins.

- (f) Voting shall be by a show of hands, or by ballot if required, the candidate receiving the greatest number of votes of members present and voting shall be declared elected.
- (g) If two or more candidates receive an equal number of votes, the members shall decide the method by which the tie shall be resolved.

ARTICLE (5): FINANCIAL YEAR

- (a) The financial year of the Club shall begin on the first day of January and end on the last day of December.

ARTICLE (6): MEETINGS

- (a) Meetings of the Club will be held monthly on the first Tuesday of each month, except in December and January, at such time and place as may be decided by the Committee.
- (b) The Annual General Meeting, shall be held on the meeting day in March of each year at such time and place as may be decided by the Committee, at which meeting the annual report and annual accounts will be received and an auditor appointed.
- (c) Meetings of the Committee shall be held monthly or otherwise as determined by the Committee.
- (d) A quorum at a general meeting shall be 25 per cent of the membership, excluding Honorary Members.
- (e) A quorum at meetings of the Committee shall be a majority of the members thereof.
- (f) The Secretary shall call an Extraordinary General Meeting at the request, in writing, of not less than 20 per cent of members, excluding Honorary Members. Notice of such meeting shall be given to members at least one month before the Extraordinary General Meeting is to be held with a statement setting out the purposes for which the meeting has been called and any motions submitted.
- (g) Voting at a general meeting shall be by a show of hands, or by a ballot if required by a majority of members present.
- (h) Where there is an equal division of votes at a Committee meeting or a general meeting, the Chairman shall have a casting vote in addition to a deliberative vote.
- (i) The President or, in his absence or inability to do so, the Vice President, shall preside at all meetings. In the absence of both the President and Vice President, the members present shall elect a chairman of the meeting.
- (j) Any Notice of Motion must be submitted in writing to the Secretary and must be read to members at the meeting prior to the meeting at which the motion is to be formally proposed.

ARTICLE (7): ACCOUNTS

- (a) An Income and Expenditure Account (and Balance Sheet if appropriate) for the twelve months to the end of December in each year shall be presented to the Annual General Meeting after being audited by a person appointed at the previous Annual General Meeting.
- (b) The Treasurer shall deposit all funds of the Club in a bank, or banks, or in approved trustee investments as decided by the Committee. Signatories shall be the President, Vice President, Secretary, Treasurer and Public Officer and such other persons as appointed by the Committee.

ARTICLE (8): SUBSCRIPTIONS

- (a) The annual subscription payable by members shall be as determined from time to time by the members.
- (b) The Committee may terminate the membership of any member who has not paid the prescribed subscription within six months of the Annual General Meeting.

ARTICLE (9): RISK MANAGEMENT

- (a) The Club has a duty to ensure that official Club activities are conducted with reasonable care and within an acceptably safe environment.
- (b) 'Guidelines for Coordinators of Club Activities' that include attention to risk management and insurance obligations will be maintained by the Secretary and issued annually to respective Activity Coordinators.

ARTICLE (10): AMENDMENTS

These By-Laws may be amended at a regular General Meeting of the Club, at which a quorum is present, by the affirmative vote of not less than 75% of all members' present and voting, notice of such proposed amendment/s having been provided to all members at least 21 days before such Meeting.

Revised July 2021

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