LADIES PROBUS CLUB OF VALENTINE INC

STANDING RESOLUTIONS

1. The Club will be managed by a Management Committee ("Committee") comprising a President, one or more Vice-Presidents, a Secretary, a Treasurer and [14-16] other committee members to be responsible for Guest Speakers, Outings and Entertainment, Club Bulletin and Publicity, Welfare and such other activities as may be decided from time to time by the club.

2. Nominations for election to the Committee will require a proposer and seconder by two Voting Members of the Club.

3. There is no limit on the maximum number of consecutive terms for which a Committee member may serve in the same role.

4. The Club will meet monthly at 10:30am on the 2nd Monday of each month, except for the month of January, at Valentine Bowling Club.

5. In relation to Committee meetings, at least one week's notice must be given to Committee members.

6. The annual subscription will be $40 and is payable by members by 31 March each year. The joining fee payable by new members will be $10.

7. The maximum number of Ordinary Members of the Club will be 100.

8. There will be no more than two (2) Honorary Members at any one time.

9. There will be no more than two (2) Life Members at any one time.

10. There will be no more than six (6) Non-Active Members at any one time.

11. The Treasurer will submit financial reports to general meetings on a monthly basis.

12. If the Club is incorporated, the Secretary will act as the Public Officer if one is required.

13. Provided 14 days' written notice has been given, these Standing Resolutions may be amended at any general meeting of the Club, a quorum being present, by a simple majority vote of those members present and voting.

14. The Immediate Past President is an ex officio member of the Committee by virtue of his or her past service as President with voting rights.
15. The Committee is authorised to appoint assistants to any of the positions on the Committee. Assistants are not sitting members of the Committee and are not entitled to vote. However, if an assistant is acting for a member of the Committee in his or her absence, then the assistant will have one vote.

16. The President, Treasurer, Secretary and Assistant Treasurer are the authorised signatories on the Club's bank account(s), including Electronic Funds Transfers, provided always that any two of these signatories authorise such transactions.

17. The Committee will ensure that the Club's annual financial statements will be certified, reviewed or audited if there is a legislative requirement to do so.

18. Visitors may attend a maximum of 3 meetings and/or activities of the Club. If a person continues to attend meetings and/or activities beyond this protocol, that

person will be classified as a non-member and the Club will be required to pay the non-member capitation fee to PSPL.

19. Members are expected to attend not less than 50% of the Club's monthly meetings in any calendar year, subject to any leave of absence being granted by the Committee.

20. The Committee may grant a member leave of absence for a specified period on such conditions as it considers appropriate.

21. The Club will maintain a waiting list protocol as follows:

a. the maximum number of persons on the waiting list will be six (6).

b. an expression of interest to join the Club will be recorded on the waiting list by date.

c. a membership application form will only be offered to a person on the waiting list when a vacancy becomes available.

d. monies will only be received or accepted from a person on the waiting list when an application for membership has been approved by the Committee.

e. persons on the waiting list may attend Club meetings and/or activities in accordance with the Club's protocol for visitors.

22. The Club will adopt a Privacy Policy that outlines how it will collect, hold, use and disclose members' personal information. See Appendix 1.

23. The Club will adopt a Refund and Payment Policy. See Appendix 11.

24. The Club will adopt a Risk Management Policy. See Appendix 111.

25. The Committee must notify PSPL of changes to the Club's membership as they occur. In the case of new members, any pro rata capitation fees will be paid to PSPL at the earliest opportunity.

AMENDING STANDING RESOLUTIONS

a. To amend or replace a Standing Resolution, the members in general meeting must pass either an amendment to an existing Resolution or a new Resolution.

b. A Standing Resolution may be moved at a general meeting from the floor with or without due notice depending on the nature of the motion. If the matter is contentious or is related to an existing Standing Resolution, 28 days' written notice should be given to all members. Once the motion is moved, the motion must be seconded and then, following discussion, a vote taken.

c. Changes to Standing Resolutions at a general meeting will require a 75% majority vote of those members present and voting.

d. A Standing Resolution remains on the books until such time as the Resolution no longer applies, is amended, rescinded or a new Resolution overrides the previous Resolution.

Members resolved to formally adopt the above Standing Resolutions numbered 1-25 by

Special Resolution at a General Meeting held on ....

Signed

JOY TROMANS

President

LIBBY DINGLE

Secretary