

THE RULES OF THE NEW SOUTH WALES SPORT AIRCRAFT CLUB

The rules set out in this document are composed of the Model Rules included as schedule 1 of the Associations Incorporation Regulation 1999 as amended by the New South Wales Sports Aircraft club and, as part 6 of these rules, those supplementary articles not shown in the model rules but herein forming part of the rules of the New South Wales sport Aircraft Club Incorporated. These rules have been the subject of an affirmative vote of a special resolution at a general meeting held on 11th December 2005 at Wedderburn.

Dated this5th day ofOctober.....2009

Signed:

A handwritten signature in blue ink that reads "Margaret Nightingale". The signature is written in a cursive style.

Secretary

THE RULES OF THE NEW SOUTH WALES SPORT AIRCRAFT CLUB INC.

OBJECTIVES OF THE CLUB

General

To foster and promote recreational and competitive flying of sport aircraft of all categories, designs and types.

Social

To foster and promote social interaction of club members and also between members and a like minded wider community.

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SCHEDULE 1 MODEL RULES

Part 1 Preliminary

1. Definitions

(a) In these rules:

Director-General means the Director-General of the Department of Fair Trading.

The association means The N.S.W. Sport Aircraft Club.

Ordinary member means a member of the committee who is not an Office-bearer of the association, as referred to in rules 14 (b).

Secretary means:

(i) The person holding office under these rules as secretary of the association, or

(ii) If no such person holds that office-the public officer of the association.

Special general meeting means a general meeting of the association other than an annual general meeting.

The Act means *the Associations Incorporation Act 1984*.

The Regulation means the *1999 Associations Incorporation Regulation*.

(b) In these rules:

(i) A reference to a function includes a reference to a power, authority and duty, and

(ii) A reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(c) The provisions of the *Interpretation Act 1987* apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

Part 2 Membership

2. Membership qualifications

A person is qualified to be a member of the association if, but only if.

(a) The person is a person referred to in section 15 (1) (a), (b) or (c) of the Act and has not ceased to be a member of the association at any time after incorporation of the association under the Act, or

(b) The person is a natural person:

(i) who has been nominated for membership of the association as provided by rule 3, and

(ii) whom the committee of the association has approved for membership of the association.

3. Nomination for membership

(a) A nomination of a person for membership of the association:

(i) Must be made by 2 financial members of the association in writing in the form set out in Appendix 1 to these rules, and

(ii) Must be lodged with the secretary of the association.

(b) As soon as practicable after receiving a nomination for membership, the secretary must refer the nomination to the committee, which is to determine whether to approve or to reject the nomination.

(c) As soon as practicable after the committee makes that determination, the

secretary must:

(i) Notify the nominee, in writing, that the committee approved or rejected the nomination (whichever is applicable), and

(ii) If the committee approved the nomination, request the nominee to pay (within the period of 2 calendar months after receipt by the nominee of the notification) the sum payable under these rules by a member as entrance fee and annual subscription.

(d) The secretary must, on payment by the nominee of the amounts referred to in clause 3(b) within the period referred to in that provision, enter the nominee's name in the register of members and, on the name being so entered, the nominee becomes a member of the association, subject to the provisions of article 45 of these rules.

4 Cessation of membership

A person ceases to be a member of the association if the person:

(a) Dies or

- (b) Resigns membership, or
- (c) Is expelled from the association.

5 Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a member of the association:

- (a) Is not capable of being transferred or transmitted to another person, and
- (b) Terminates on cessation of the person's membership.

6 Resignation of membership

- (a) A member of the association is not entitled to resign that membership except in accordance with this rule.
- (b) A member of the association who has paid all amounts payable by the member to the association in respect of the member's membership may resign from membership of the association by first giving to the secretary written notice of at least one month (or such other period as the committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- (c) If a member of the association ceases to be a member under clause (b) and in every other case where a member ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

7 Register of members

- (a) The public officer of the association must establish and maintain a register of members of the association specifying the name and address of each person who is a member of the association together with the date on which the person became a member.
- (b) The register of members must be kept at the principal place of administration of the association and must be open for inspection, free of charge, by any member of the association at any reasonable hour.

8 Fees and subscriptions.

- (a) A member of the association must, on admission to membership; pay to the association a fee of \$1 or, if some other amount is determined by the committee, that other amount.
- (b) In addition to any amount payable by the member under clause (a), a member of the association must pay to the association an annual membership fee of \$2 or, if some other amount is determined by the committee, that other amount,
 - (i) except as provided by paragraph (ii), before 1st. March in each calendar year, or
 - (ii) if the member becomes a member on or after 1st March in any calendar year-on becoming a member and before 1st. March in each succeeding

calendar year.

(iii) should fees identified under clause (b) (i) remain unpaid on 1st March, an additional premium as determined by the committee will become payable.

9 Members' liabilities

The liability of a member of the association to contribute towards the payment of the debts

and liabilities of the association or the costs, charges and expenses of the winding up of the

association is limited to the amount, if any, unpaid by the member in respect of membership of the association as required by rule 8.

10 Resolution of internal disputes

(a) Disputes between members (in their capacity as members) of the association, and disputes between members and the association, are to be referred to a community justice centre for mediation in accordance with the *Community Justice Centres Act 1983*.

(b) At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

11 Disciplining of members

(a) A complaint may be made to the committee by any person that a member of the association:

(i) has persistently refused or neglected to comply with a provision or provisions of these rules, or

(ii) has persistently and wilfully acted in a manner prejudicial to the interests of the association.

(b) On receiving such a complaint, the committee:

(i) must cause notice of the complaint to be served on the member concerned, and

(ii) must give the member at least 14 days from the time the notice is served within which to make submissions to the committee in connection with the complaint, and

(iii) must take into consideration any submissions made by the member in connection with the complaint.

(c) The committee may, by resolution, censure, fine, suspend or expel the member from the association if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved, provided that no member shall be fined an amount exceeding the annual subscription of a full member of the association.

(d) If the committee expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the committee for having taken that action and of the member's right of appeal under rule 12.

- (e) The expulsion or suspension does not take effect:
 - (i) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - (ii) if within that period the member exercises the right of appeal, unless and until the association confirms the resolution under rule 12 (e), whichever is the later.

12 Right of appeal of disciplined member

- (a) A member may appeal to the association in general meeting against a resolution of the committee under rule 11, within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect
- (b) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- (c) On receipt of a notice from a member under clause (a), the secretary must notify the committee which is to convene a general meeting of the association to be held within 28 days after the date on which the secretary received the notice.
- (d) At a general meeting of the association convened under clause (c):
 - (i) no business other than the question of the appeal is to be transacted; and
 - (ii) the committee and the member must be given the opportunity to state their respective cases orally or in writing, or both; and
 - (iii) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked; and
- (e) If at the general meeting the association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

Part 3 the committee

13 Powers of the committee

The committee is to be called the committee of management of the association and, subject

to the Act, the Regulation and these rules and to any resolution passed by the association

in general meeting:

- (a) Is to control and manage the affairs of the association;
- (b) May exercise all such functions as may be exercised by the association, other than those functions that are required by these rules to be exercised by a general meeting of members of the association; and
- (c) Has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

14 Constitution and membership

- (a) Subject in the case of the first members of the committee to section 21 of the Act, the committee is to consist of:
 - (i) the office-bearers of the association; and

(ii) 6 ordinary members,

All of whom shall be financial members of the association and, each of whom is to be elected at the annual general meeting of the Association under rule 15.

(b) The office-bearers of the association are to be:

(i) the president;

(ii) *Deleted*;

(iii) the treasurer; and

(iv) the secretary.

(c) Each member of the committee is, subject to these rules, to hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.

(d) In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the association to fill the vacancy and the member so appointed is to hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.

15 Election of members

(a) Nominations of candidates for election as office-bearers of the association or as ordinary members of the committee:

(i) must be made in writing, signed by 2 financial members of the association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination), and

(ii) must be delivered to the secretary of the association at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.

(b) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected.

(c) If insufficient nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.

(d) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.

(e) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.

(f) The ballot for the election of office-bearers and ordinary members of the committee is to be conducted at the annual general meeting in such usual and proper manner as the committee may direct.

16 Secretary

(a) The secretary of the association must, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.

(b) It is the duty of the secretary to keep minutes of.

(i) all appointments of office-bearers and members of the committee;

(ii) the names of members of the committee present at a committee meeting

- or a general meeting; and
- (iii) all proceedings at committee meetings and general meetings.
- (c) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

17 Treasurer

It is the duty of the treasurer of the association to ensure:

- (a) that all money due to the association is collected and received and that all payments authorised by the association are made; and
- (b) that correct books and accounts are kept showing the financial affairs of the association, including full details of all receipts and expenditure connected with the activities of the association.

18 Casual Vacancies

For the purposes of these rules, a casual vacancy in the office of a member of the committee occurs if the member:

- (a) Dies; or
- (b) Ceases to be a member of the association; or
- (c) Becomes an insolvent under administration within the meaning of the Corporations Law; or
- (d) Resigns office by notice in writing given to the secretary; or
- (e) Is removed from office under rule 19; or
- (f) Becomes a mentally incapacitated person; or
- (g) Is absent without the consent of the committee from all meetings of the committee held during a period of 6 months.

19 Removal of member

(a) The association in general meeting may by resolution passed by a majority of two thirds of those financial members present and voting remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.

(b) If a member of the committee to whom a proposed resolution referred to in clause (a) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send a copy of the representations to each member of the association or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

20 Meetings and quorum

- (a) The committee must meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- (b) Additional meetings of the committee may be convened by the president or by any member of the committee.
- (c) Oral or written notice of a meeting of the committee must be given by the secretary to each member of the committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the committee) before the time appointed for the holding of the meeting.
- (d) Notice of a meeting given under clause (c) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.

- (e) Any 3 members of the committee or such greater number as fixed by the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (f) No business is to be transacted by the committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (g) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (h) At a meeting of the committee:
 - (i) the president is to preside, or
 - (ii) if the president is absent or unwilling to act, such one of the remaining members of the committee as may be chosen by the members present at the meeting is to preside.

21 Delegation by committee to sub-committee

- (a) The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the association as the committee thinks fit) the exercise of such of the functions of the committee as are specified in the instrument, other than:
 - (i) this power of delegation, and
 - (ii) a function, which is a duty, imposed on the committee by the Act or by any other law.
- (b) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (c) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (d) Despite any delegation under this rule, the committee may continue to exercise any function delegated.

- (e) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the committee.
- (f) The committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.
- (g) A sub-committee may meet and adjourn, as it thinks proper.

22 Voting and decisions

- (a) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee are to be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.
- (b) Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (c) Subject to rule 20 (e), the committee may act despite any vacancy on the committee.
- (d) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

Part 4 General meetings

23 Annual general meetings-holding of

- (a) With the exception of the first annual general meeting of the association, the association must at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the association, convene an annual general meeting of its members.
- (b) The association must hold its first annual general meeting:
 - (i) within the period of 18 months after its incorporation under the Act; and
 - (ii) within the period of 6 months after the expiration of the first financial year of the association.
- (c) Clauses (a) and (b) have effect subject to any extension or permission granted by the Director-General under section 26 (3) of the Act.

24 Annual general meetings-calling of and business at

- (a) The annual general meeting of the association is, subject to the Act and to rule 23, to be convened in March each year and at such place and time as the committee thinks fit.
- (b) In addition to any other business that may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
 - (i) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,

- (ii) to receive from the committee reports on the activities of the association during the last preceding financial year,
 - (iii) to elect office-bearers of the association and ordinary members of the committee,
 - (iv) to receive and consider the statement which is required to be submitted to members under section 26 (6) of the Act.
- (c) An annual general meeting must be specified as such in the notice convening it.

25 Special general meetings-calling of

- (a) The committee may, whenever it thinks fit convene a special general meeting of the association.
- (b) The committee must, on the requisition in writing of at least 5 per cent of the total number of members, convene a special general meeting of the association.
- (c) A requisition of members for a special general meeting:
 - (i) must state the purpose or purposes of the meeting, and
 - (ii) must be signed by the members making the requisition, and
 - (iii) must be lodged with the secretary, and
 - (iv) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (d) If the committee fails to convene a special general meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (e) A special general meeting convened by a member or members as referred to in clause (d) must be convened as nearly as is practicable in the same manner as the committee convenes general meetings.

26 Notice of

- (a) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (b) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under clause (a), the intention to propose the resolution as a special resolution.
- (c) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except in the case of an annual general meeting, business that may be transacted under rule 24(b).
- (d) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

27 Procedure

(a) No item of business is to be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.

(b) Ten members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.

(c) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:

(i) if convened on the requisition of members, is to be dissolved, and

(ii) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.

(d) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) is to constitute a quorum.

28 Presiding member

(a) The president is to preside as chairperson at each general meeting of the association.

(b) If the president is absent or unwilling to act, the members present must elect one of their numbers to preside as chairperson at the meeting.

29 Adjournment

(a) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

(b) If a general meeting is adjourned for 30 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

(c) Except as provided in clause (a) and (b), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

30 Making of decisions

(a) A question arising at a general meeting of the association is to be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the

association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

(b) At a general meeting of the association, a poll may be demanded by the chairperson or by at least 3 members present in person or by proxy at the meeting.

(c) If a poll is demanded at a general meeting, the poll must be taken:

(i) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment, or

(ii) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs,

And the resolution of the poll on the matter is taken to be the resolution of the meeting on that matter.

31 Special resolution

A resolution of the association is a special resolution:

(a) If it is passed by a majority which comprises at least three-quarters of such members of the association as, being entitled under these rules so to do, vote in person or by proxy at a general meeting of which at least 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules, or

(b) Where it is made to appear to the Director-General that it is not practicable for the resolution to be passed in the manner specified in paragraph (a), if the resolution is passed in a manner specified by the Director-General.

32 Voting

(a) On any question arising at a general meeting of the association a member has one vote only.

(b) All votes must be given personally or by proxy but no member may hold more than 5 proxies.

(c) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

(d) A member or proxy is not entitled to vote at any general meeting of the association unless all money due and payable by the member or proxy to the association has been received by the treasurer.

33 Appointment of proxies

(a) Each member is to be entitled to appoint another member as proxy by notice given to the secretary or the returning officer before the time of the meeting in respect of which the proxy is appointed.

(b) The notice appointing the proxy is to be in the form set out in Appendix 2 to these rules.

(c) Only originals will be accepted

Part 5 Miscellaneous

34 Insurance

(a) The association must effect and maintain insurance under section 44 of the Act.

(b) In addition to the insurance required under clause (a), the association may effect and maintain other insurance.

35 Funds-source

(a) The funds of the association are to be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the association in general meeting, such other sources as the committee determines.

(b) All money received by the association must be deposited as soon as practicable and without deduction to the credit of the association's bank account.

(c) The association must, if requested and as soon as practicable after receiving any money, issue an appropriate receipt.

36 Funds-Management

(a) Subject to any resolution passed by the association in general meeting, the funds of the association are to be used in pursuance of the objects of the association in such manner as the committee determines.

(b) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 members of the committee or employees of the association, being members or employees authorised to do so by the committee.

37 Alteration of objects and rules

The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the association.

38 Common seal

(a) The common seal of the association must be kept in the custody of the public officer.

(b) The common seal must not be affixed to any instrument except by the authority of the committee and the affixing of the common seal must be attested by the signatures either of 2 members of the committee or of 1 member of the committee and of the public officer or secretary.

39 Custody of books

Except as otherwise provided by these rules, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the association.

40 Inspection of books

The records, books and other documents of the association must be open to inspection, free

of charge, by a member of the association at any reasonable hour.

41 Service of notices

(a) For the purpose of these rules, a notice may be served on or given to a person:

- (i) by delivering it to the person personally, or
- (ii) by sending it by pre-paid post to the address of the person, or
- (iii) by sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.

(b) For the purpose of these rules, a notice is taken, unless the contrary is proved, to have been given or served:

- (i) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
- (ii) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
- (iii) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent or, if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

PART 6 – SUPPLEMENTARY ARTICLES

42 Fees, Charges and Payment Of

a) All members irrespective of category shall by the payment of the annual subscription, or the acceptance of the honorary, or life membership, be deemed to have indicated their willingness to be bound by the rules of the club.

b) Annual membership fees and charges shall be as invoiced to each member and shall become due and payable in advance on the first day of February of each year.

c) If annual subscriptions and/or charges remain unpaid for a period of two calendar months after they become due then the member may after notice of the default having been sent to him/her by the secretary or honorary treasurer be suspended by resolution of the committee and his/her name be removed from the register of members, provided that the committee may reinstate the member and restore his/her name to the register on payment of all arrears if the committee thinks so to do.

d) A member experiencing severe temporary financial difficulty may apply to the committee for special consideration to pay outstanding fees and/or charges on an instalment basis provided that such time-payment shall not exceed one year from the date of the initial invoice. The committee will determine each case in isolation and upon each individual circumstance quoted.

43. Categories of Membership

Membership of the club shall be comprised of the following categories:

- a) Full member – A pilot license holder, aircraft owner/aircraft builder whose prime interest in joining the club is aviation related and is not a social/associate/Junior/pensioner/life or honorary member. Full voting rights apply. Refer appendix –3 for fees applicable.
- b) Social Member – is a person having purely social involvement in the club with no aviation participation, or as otherwise approved by the committee. No Voting rights. Refer appendix 3 for fees applicable.
- c) Associate members – is the spouse or partner of a full member. Both are full members. Refer appendix 3 – for fees applicable.
- d) Junior member is a person between the ages of 10 to 16 years inclusive. No voting rights. Refer appendix 3 – for fees applicable.
- e) Pensioner member – a Full member in possession of an aged pension card. Refer appendix 3 for fees applicable.
- f) Life member – A full member whom the committee has determined has rendered outstanding service to the club or whom the committee otherwise considers merits such appointment. A life member shall be a member until he/she resigns or dies and shall not be liable to pay any subscription or levy payable by members generally. There shall not be more than ten life members of the club at any time.
- g) Honorary Member – Any person whom the committee has determined has rendered some particular service to the club or whom the committee otherwise considers merits such appointment. Such person shall be a member of the club for a period not exceeding two years or such period as the committee shall at the time of the appointment specify or until the honorary member earlier resigns.
- h) A Gold Card Member is:
- (i) a Full or associate member of at least 15 years continuous membership who does not own a hangar and who, through permanent loss of an aviation medical certificate, no longer flies;
 - (ii) the annual subscription of a Gold Card Member would be that of a Social Member; and
 - (iii) a Gold Card Member retains full voting rights.
- (i) All members prior to 1995 that are no longer flying or own a hangar and have retired that wish to remain a Social Member, be granted full honorary Social Membership for the dedication and work they have put into the early days of Wedderburn.

44. AUDIT

- (a) A properly qualified auditor or auditors shall be appointed and his or their duties regulated in accordance with rule 17 of these rules.
- (b) Form 11 under section 27(a) of the Associations Incorporations Act 1984 (as amended) is contained within the association's incorporation regulation 1994 as schedule I and shall be used as the form of reporting to the commissioner for Consumer affairs as to the financial status of the club.
- (c) The treasurer of the club shall provide a brief statement of the club finances in each newsletter of the club.

45. New Members Probationary Periods.

(a) All (full category) new members will be subject to a probationary period of 6 months effective from date of acceptance as a full member. During this period the member's behaviour will be monitored and if found unsatisfactory as determined by the committee, that person's membership will be terminated forthwith. In no case shall the committee be required to give any reason for the rejection of membership.

(b) Should a person's membership be terminated in accordance with paragraph (a), 50% of any amounts paid by way of joining fee and annual subscription shall be returned to the person concerned.

46 Disclosure of Pecuniary Interest.

A member of the committee shall disclose to the committee all pecuniary interest in any proposed contract with the association. Further, a member of the committee shall not vote in respect of any contract or proposed contract with the association in which he/she has a pecuniary interest or any matter arising there from, and if he/she does so vote his/her vote shall not be counted.

47 Members Entitlements and Obligations

(a) Members are required to comply with all Club Rules and to conform to any reasonable instruction (which in itself is in accordance with the intent of Club Rules) given by a club official.

(b) Prospective hangar buyers must contact the Club Secretary to establish status of any outstanding fees due, and hangar structure compliance.

(c)(i) After four years "Social" membership, that member (subject to qualification) may become a "Full" member after paying the joining fee, less any credit for previous membership fees paid.

(c)(ii) Social members who attend workdays will have their workday fees, up to an amount determined by the committee, credited against their joining fee when they join.

(d) Any member having resigned from the Club for a period of two years or less (for a good and justifiable reason) will not be charged a rejoining fee.

However, any member wishing to rejoin after a period of two years will be required to pay the appropriate joining fee.

(e) Each (Full category) club member may own two aircraft hangars on club property subject to the availability of hangar sites and club rules regarding lease of sites and construction of hangars.

(f) All (Full Category) members aged 64 years and younger are required to attend three of five workdays that are scheduled each year. In default, a committee

determined financial contribution will be invoiced annually for each workday missed.

(g) (i) Where a concern is raised about the use of a hangar for “other than aviation purposes”, or “the housing and maintenance of aircraft and associated materials and for licensees personal effects”, determination of whether a hangar is being used predominantly for housing, restoration or construction of airworthy aircraft owned by club members, will be made solely by the committee.

(ii) In determining whether use of a hangar complies with the requirements of hangar licence agreements, the committee will be guided by one or more of the following tests to determine use that is predominantly for aviation purposes:

(iii) Hangars may be used to store members` personal, non-business, non-aviation property only to the extent that such property occupies less than 50% of the hangar floor AND the remaining more-than-50% floor area is occupied by, or available for occupation by the footprint (meaning the area calculated as the product of span x fuselage length) of one or more airworthy aircraft, or the potential footprint of aircraft being constructed or restored to airworthy condition, the substantial parts of which must be in the hangar, and which must be clearly in the process of restoration or construction.

(iv) Only aircraft that are owned by club members may occupy hangars except as provided for in hangar license agreements for short term shelter for visiting aircraft.

(v) Parts of aircraft generally, that is, parts that are not clearly in the process of ongoing restoration or construction of a particular aircraft are not considered part of an aircraft legitimately qualifying for aviation use.

(vi) Hangars may not be used for any commercial purpose as stipulated by the terms of the special lease of Crown land.

(h) (Intentionally blank)

48 Airfield Environment and Safety

(a) Members are not to engage in any activity that will adversely affect the enjoyment of the club by other members, or cause distress to other members.

(b) No generators are to operate between 2300hrs and 0600hrs. Generators for Club operations exempted.

(c) Dogs are not permitted on club property unless on leads.

(d) Dogs are not permitted in the Clubhouse.

(e) Vehicles (motorbikes, cars etc.) are not to be ridden or driven on club property by persons under the age of 16years.

(f) Driving instruction is not permitted on club property.

(g) A speed limit of 20 kph is applicable for all road vehicles on airport roads, taxiways and runways.

(h) No aircraft or vehicle shall be left unattended in a situation where it will impede or prevent the movement of aircraft.

(i) Members who bring or invite visitors to the club are responsible for their behaviour at all times and are to ensure they conform to club rules. Members are to ensure their visitors are fully briefed on safety procedures associated with aircraft movements.

(j) Vehicles, (cars, trucks, trailers etc.), building materials or other items are not to be left stowed on club property unless with the express permission of the Committee. Any materials or items left stowed on club property without permission may be removed, sold or dumped by the club at the offending member's expense.

(k) All 3 airfield access road gates are to be kept closed and locked at all times. These gates are the northern gate at Lysaght Rd, the southern gate located across the dirt road at the southern boundary of the airfield and the gate at the Westcliffe colliery end. It is the responsibility of all members to ensure these gates are closed and locked after entering or leaving on each occasion.

(l) Any member intending to operate a model aircraft within S.A.C. boundaries shall obtain written approval from the Club Secretary before such operations commence.

(m) The Committee must approve all structures erected on Club property.

(n) Any complaints regarding the behaviour of Club members or Caretaker must be made in writing, signed and addressed to the Club Secretary.

(o) All fixed-wing, helicopter and model aircraft operations at the Club are to be in accordance with the operating rules as promulgated by C.A.S.A.

Appendix 1 Rule 3(a)

APPLICATION FOR MEMBERSHIP

Surname _____ Given Names _____

_____ Date of Birth _____ Occupation _____

Residential Address _____

Postal Address _____

Home Telephone _____ Business Telephone _____

Pilot Licence _____ Aircraft Type _____ Aircraft Reg. _____

Classes of Membership

*Please tick as required, an account will be sent on approval.
A current schedule of fees is posted in the Clubhouse.*

A (Full Member) Pilot Licence holders, ultra light aircraft pilots and enthusiasts who desire full membership privileges and voting rights.

E (Full and Associate Member) Caters for the Full Member and Partner. Both are full members.

C (Social Member) No voting rights or full member privileges. No joining fee applicable.

J (Junior Member) No joining fee applicable.

P (Full Member Pensioner Discount) Old Age Pensioner card required.

- All owners of aircraft hangared or parked at Wedderburn must be full members.
- All applicants for full membership will be notified to attend an interview with the committee (committee meetings are normally held on the second Sunday of each month).

I hereby apply for membership of the NSW Sports Aircraft Club Inc.

I agree to abide by the terms and conditions of membership as contained in the "Rules of the NSW Sport Aircraft Club Inc." and associated by-laws and acknowledge that I have read the Club rules as stated on the following page of this application.

Applicant's Signature Name and signature of committee

Application approved by the committee on: _____ day
of _____ 2005

(See over for statement by proposer and seconder.)

21

STATEMENT BY PROPOSER and SECONDER

PROPOSER

I _____ (full name of proposer) have
signed as proposer for

(for full name of applicant)

I understand that it is incumbent upon me as the proposer to monitor the progress of this prospective probationary member. I advise that:

A The person I am proposing for full membership is well known to me – and has been known to me for _____ months/_____ years.

b I know this person to be of good character and in my opinion I consider he/she will become a valued member of the Club.

c I have informed the proposed member of his/her obligations which are set out in the page attached to the application for membership.

d I understand that I may be required to attend a committee meeting in relation to this application.

..... _____ day
of _____ 2005
Signature

Full Name Membership No

SECONDER

I _____ (full name of seconder) have signed as seconder for

Applicant _____ (full name of applicant) for full membership

I understand that it is incumbent upon me as the seconder to monitor the progress of this prospective probationary member. I advise that:

a The person I am seconding for full membership is well known to me – and has been known to me for _____ months/_____ years.

b I know this person to be of good character and in my opinion I consider he/she will become a valued member of the Club.

c I have informed the proposed member of his/her obligations which are set out in the

page
attached to the application for membership.

d I understand that I may be required to attend a committee meeting in relation to this application.

..... day
of _____ 2005
Signature

Full Name Membership No
(To be used when there is no Proposed or Seconder available)

STATEMENT BY REFEREES

I _____ (full name of REFEREE) have
signed as a Referee for

Applicant _____ (full name of applicant)
for full membership

I advise that:

- a) The person is well known to me – and has been known to me for _____ years
/ _____ months
- b) I know this person to be of good character and in my opinion I consider he/she will
become a
valued member of the Club.
- c) I understand that I may be contacted in relation to this application.

Comments:-

..... day
of _____ 2005
Signature

Full Name Membership No
Address Contact number: _____

I _____ (full name of REFEREE) have signed as a Referee for

Applicant _____ (full name of applicant) for full membership

I advise that:

a) The person is well known to me – and has been known to me for _____ years / _____ months

b) I know this person to be of good character and in my opinion I consider he/she will become a valued member of the Club.

c) I understand that I may be contacted in relation to this application.

Comments:-

..... day
of _____ 2005
Signature

Full Name Membership No
Address Contact number: _____

Appendix 2 (Rule 33 (b))



NSW SPORT AIRCRAFT CLUB INC.
PO BOX 450 CAMPBELLTOWN NSW 2560

FORM OF APPOINTMENT OF PROXY

N.S.W. SPORT AIRCRAFT CLUB

This proxy is valid for (tick one box only)

General Meeting **Annual General Meeting** **Both Meetings**

I.....

of

Being a member of the N.S.W. Sport Aircraft Club inc. hereby appoint

.....

of

or failing him/her

of

as my proxy to vote for me on my behalf at the (Annual/Special) General Meeting to be

held on the _____ day of _____ 20_____ and at any adjournment thereof.

My proxy is hereby authorised to vote * in favour of/against the following resolutions:

.....
.....
.....
.....

Note: in the event of the member desiring to vote for/against any resolution he/she shall

instruct his/her proxy accordingly. Unless so instructed the proxy may vote as he/she thinks fit.

Signed.....

thisday of.....20.....

- Strike out which ever is not applicable

The instrument appointing proxy shall be deposited with the secretary or the returning officer before the time for holding the meeting or in the case of a poll before the time appointed for the taking of the poll, and in default the instrument of proxy shall be treated as invalid. Only originals will be accepted.