

CARERS ASSOCIATION
OF
WESTERN AUSTRALIA (INC.)

CONSTITUTION
AND
RULES

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CARERS ASSOCIATION OF WESTERN AUSTRALIA (INC.)

CONSTITUTION AND RULES

1. Name

The name of the association is the Carers Association of Western Australia (Inc.) (“Carers WA”) (“the Association”).

2. Definitions

The following definitions apply:

- 2.1 “The Act” means the Associations Incorporation Act 2015, or as amended from time to time.
- 2.2 “The Association” means the Carers Association of Western Australia (Inc.).
- 2.3 “The Board” means the Board of Management of the Association.
- 2.4 “Carer” means a person who is providing or has provided unpaid care to someone with care or support needs.
- 2.5 “Chief Executive Officer” means the person holding the office of Chief Executive Officer of the Association and includes a person appointed by the Board as Acting Chief Executive Officer.
- 2.6 “ATSI” refers to Aboriginal Torres Strait Islander and “CALD” refers to Culturally and Linguistically Diverse.
- 2.7 “General Meeting” means an annual general meeting or special general meeting convened in accordance with Rule 15.
- 2.8 “Government means Federal, State and Local Government.
- 2.9 “Member” means a Member of the Association. Members can be (i) Ordinary Members or (ii) Registered Carers.
- 2.10 “Ordinary Member” means a Member of the Association described in Rule 6.3.
- 2.11 “Remote Areas” shall include rural and regional areas outside the Perth Metropolitan Area
- 2.12 “Registered Carer Members” means a Member of the Association described in Rule 6.2.

2.13 “Special Resolution” means a resolution passed in accordance with Section 51 of the Act.

2.14 “Community” means the general population and all sectors of business including commercial, public service, social and education.

3. Financial year

3.1 The financial year of the Association is to begin on 1st July each year

3.2 Each subsequent financial year of the Association is the period of 12 months commencing at the termination of the preceding financial year.

4. Objects

The objects of the Association are the promotion of the interests of carers by the following:

4.1 Focus on self-help.

4.2 Co-ordination of information and support for carers.

4.3 Formation of Carers Forums for meetings of carers for mutual support.

4.4 Increase community awareness of the needs and role of carers.

4.5 Increase awareness of health care providers of the needs of carers.

4.6 Increase awareness of government in the needs of carers.

4.7 Develop innovative solutions to the needs of carers.

4.8 Increase focus on needs of carers in remote areas.

4.9 Focus attention and the need for services for the particular needs of CALD and ATSI carers.

4.10 Develop networks of carers and services.

4.11 Arrange and provide for lectures, classes etc. in furtherance of the objectives.

4.12 Liaise with other organisations, both State and National, with similar objectives.

4.13 Education and training of carers.

4.14 Do all such things which are incidental to the Association’s objectives.

4.15 The property and income of the Association shall be applied solely towards the promotion of the objects of the Association and no part of that property or income may be paid to members, except in good faith in the promotion of those objects.

5. Powers of the Association

The Association shall have the powers set forth in Section 14 of the Act and shall include the power to open and operate bank accounts, make investment, buy and sell property, apply for funding, employ staff and consultants and undertake any other lawful activities necessary to carry out the objects.

6. Membership

Classes of membership

6.1 The Association consists of Ordinary Members and Registered Carer Members provided for under sub-rule 6.2.

6.2 Registered Carer Members are:

- Individual Carers and other persons who support the purposes of the Association, and have been accepted and recognised as Registered Carer Members by the Association. Organisations and agencies that support the purposes of the Association, have applied in writing and have been accepted as Registered Carer Members by the Association.
- Any persons that have been made honorary life members, in recognition of a special contribution that they have made to further the purposes of carers or of the Association.
- Organisations accepted as Registered Carer Members by the Association.

6.3 Ordinary Members will be determined by the Board from time to time, and will have full voting rights and any other rights conferred on Members by these rules or approved by resolution at a general meeting or determined by the Board.

6.4 A Registered Carer Member will not be entitled to vote at general meetings of Members. Registered Carer Members will retain all other rights referred to in sub-rule 6.3.

Organisational Members May Appoint Representation

6.5 An organisation that is accepted as a Registered Member may appoint from among its members an Organisational Representative.

Reciprocal Organisation Membership

6.6 The Board may admit to membership of the Association organisations which have similar objects to the Association and which agree to have reciprocal membership without payment of any fee.

Membership Fees

- 6.7 The membership fees payable by organisational members, are as determined by the Board from time to time.

Register of Members

- 6.8 The Chief Executive Officer shall keep and maintain at the office of the Association a register of members in accordance with Section 53 of the Act.

7. Suspension and Termination of Membership

- 7.1 The Board may, by resolution of not less than two thirds of its Ordinary Members, suspend or expel a Member from the Association, if the Board believes that the Member has:

- Failed to comply with these Rules; or
- Acted in a manner inconsistent with the purposes of the Association.

- 7.2 A resolution of the Board under Rule 7.1 does not take effect unless the Board serves notice on the Member in accordance with Rule 7.3 and either:

- The Member requests the Board to reconsider the resolution within 14 days of the date of the notice; or
- The Board, having considered the resolution in accordance with Rule 7.4, has confirmed the resolution.

- 7.3 If the Board passes a resolution under Rule 7.1, it must, as soon as practicable, give notice in writing to the Member setting out the resolution and the grounds on which it is based. The notice must also:

- State that the Member may, within 14 days of the date of the notice, request the Board to reconsider the resolution;
- State that if the Member requests the Board to reconsider the resolution, the Board will do so at its first meeting which takes place at least 28 days from the date of the notice; and
- Inform the Member that the Member may attend the meeting to address the Board, or may provide a written statement supporting the request for revocation of the resolution.

- 7.4 At a meeting held in accordance with Rule 7.3, the Board must:

- Give the Member an opportunity to be heard;

- Give due consideration to any written statement submitted by the Member; and
- By resolution, determine whether to confirm or to revoke the resolution.

7.5 A person ceases to be a Member if the person:

- Is expelled;
- Notifies Carers WA in writing or via telephone.

7.6 A fee-paying organisational Member is not required to pay membership fees with respect to any period during which their membership is suspended.

8. Board

8.1 The Board is responsible for the attaining of the objects of the Association, the formulation and determination of policy, general organisation and strategic direction of the Association. Its primary function is to determine matters of principle, policy and governance, rather than to take part in matters of detailed day to day management of the Association.

8.2 Specific functions of the Board include:

8.2.1 To determine, subject to, and/or in accordance with, the constituent documents of the Association, the broad nature of the business or activities in which the Association is to engage:

- (i) Adopt new policies;
- (ii) Terminate existing policy;
- (iii) Deal with constitutional matters;
- (iv) Hold periodic meetings to control the affairs of the Association;
- (v) Report to each Annual General Meeting.

8.2.2 To establish policy and to plan for the future of the Association within the objects of the Association:

- (i) Determine and oversee policy direction;
- (ii) Formulate and monitor the achievement of the objects of the Association and plan for the future;
- (iii) Authorise the Association's Corporate Plans, funding application documents and ensure that funding contracts are fulfilled subject to powers delegated to the CEO.

8.2.3 To provide the organisational structure and resources, including human resources, necessary for the purpose of carrying on the Association's office activities:

- (i) Appoint a Chief Executive Officer to run the Association and to operate as the management arm of the Board;
- (ii) Obtain financial resources and approve and monitor budgets. Regularly review at its meetings the financial operations of the Association;
- (iii) Approve the purchase and/or sale of all major capital items and assets as determined by the procedures manual;
- (iv) Undertake organisational planning and approve a structure to support the operations of the Association's office and its staff;
- (v) Ensure that the Association's assets and those held in trust for other individuals and organisations are properly looked after;
- (vi) Enter into contractual arrangements;
- (vii) Maintain and manage the effective operations of the Board itself;
- (viii) Exercise discretions authorised by this constitution and carry out specific duties as set out in this constitution.

8.2.4 To monitor and evaluate the Association's performance and outcomes:

- (i) Support, resource and monitor the actions of the Chief Executive Officer;
- (ii) Oversee the efficiency, effectiveness and standards of the Association's office;
- (iii) Determine the broad employment policies and principles for staff;

8.2.5 To comply with the legal obligations of the Act and all other federal and state acts and common law relevant to the functioning of the Association.

8.2.6 To ensure that reports to Members, governments and other relevant bodies are provided as required.

8.3 The Board will consist of:

- 8.3.1 Six (6) to nine (9) members of which the majority sitting on the board must have had a lived caring experience. The Chief Executive Officer may be appointed as a Board Member at the discretion of the Board throughout the period of his /her employment. Membership of the Board automatically rescinded following termination of the Chief Executive Officer's employment contract.
- 8.3.2 Up to two (2) persons (Co-opted Board Members) who may be appointed by the Board at its discretion for a period of up to three (3) years and who shall bring to the Board experience and expertise in areas which are beneficial to the Board.
- 8.4 No Board member shall hold office for longer than nine (9) consecutive years, with a single term being three (3) years.
- 8.5 A Member of the Board may hold office for more than nine (9) consecutive years if;
- a) The Association by special resolution approves the holding of office by that member for more than nine years; or
 - b) There is no other Member of the Association who is qualified to and wishes to be selected to the position held by the existing Member
- 8.6 Any vacancy occurring in the office of any member may be filled through the selection process outlined in Rules 15.5 and 15.6.
- 8.7 The Board shall meet at least six (6) times in each calendar year.
- 8.8 At the first meeting of the Board following each annual general meeting the Board shall elect from its members:
- Chairperson;
 - One Deputy Chairperson;
 - Treasurer;
- 8.9 The Chair or not less than the majority of serving members may convene a meeting of the Board. All members of the Board must be notified in writing as soon as is reasonably possible before the date set for the meeting. Notice of a meeting shall specify the nature of the business to be transacted at the meeting, except business which the Board members present at the meeting unanimously agree to treat as urgent business.
- 8.10 The Chair will act as chairperson of the Board but if he or she is unable to act, the Vice Chair will act as chairperson but if he or she is unable to act the Board will elect a chairperson.

- 8.11 The presence of half the serving Board Members will constitute a quorum at meetings of the Board.
- 8.12 A meeting of the Board may be conducted by teleconference or electronically.
- 8.13 Any resolution agreed to in writing by not less than half of the serving Board members shall have the same effect as and be deemed to be a resolution passed by the Board. Agreement in writing to any such resolution may be transmitted by email or in writing.
- 8.14 A Co-opted Board Member shall be entitled to attend at and vote at Board Meetings.
- 8.15 The full Board may at any time, by majority vote, revoke the appointment of a Co-opted Board Member.

9. Vacancies

For the purposes of these rules, a vacancy in the office of a member of the Board occurs if that member:

- (a) Dies;
- (b) Resigns the office;
- (c) Is removed from office pursuant to Rule 10;
- (d) Becomes insolvent;
- (e) Is absent without the documented consent of the Board from all meetings of the Board held during a period of four (4) months;
- (f) Is directly or indirectly interested in any contract or proposed contract with the Association and fails to declare the nature of his or her interest as required by the Act.

10. Removal of Board Members

- 10.1 Ordinary Members in General Meetings may by resolution, remove any member of the Board from the office of member of the Board before the expiration of that Board member's term of office for failing to support the aims of the Association or for conducting him or herself in a manner considered to be injurious or prejudicial to the character or interests of the Association.
- 10.2 When removal of a Board member is being considered, the Member concerned shall be given a full and fair opportunity to present the Member's case to the Board after notification in writing of the grounds for expulsion. The Board shall instruct the Chief Executive Officer to advise the Member in writing of the decision.

- 10.3 A Member whose membership of the Board has been terminated, may within one (1) month of receiving written notification thereof, lodge with the Chief Executive Officer written notice of intention to appeal against the decision of the Board.
- 10.4 Upon receipt of a notification of intention to appeal against removal from the Board, the Board shall convene a special Meeting in which the case for appeal is presented. Following presentation of the case the appeal shall be determined by the vote of the Board Members present at such meeting.

11. Delegation to Committee

- 11.1 The Ordinary Members in General Meeting or Board may, by instrument in writing, delegate to one or more committees (consisting of such persons as the Members or Board thinks fit) or, in the case of the Ordinary Members in general meeting, to the Board, the exercise of such of the functions of the Association or Board are specified in the instrument, other than:
- (a) This power of delegation; and
 - (b) In the case of the Association, a function which is a function imposed on the Members in general meeting by the Act or by any other law of the State; or
 - (c) In the case of the Board, a function imposed on it by a resolution of the Members.
- 11.3 A function, the exercise of which has been delegated to a committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the committee in accordance with the terms of the delegation.
- 11.4 A delegation under this rule 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. The duration of such delegation shall not exceed the duration of appointment of the Board.
- 11.5 Notwithstanding any delegation under this rule, the Ordinary Members in general meeting or Board may continue to exercise any function delegated.
- 11.6 Any act or thing done or suffered by a 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 Ordinary Members in general meeting or Board (as the case may be).
- 11.7 The Ordinary Members in General Meeting or Board may, by instrument in writing, revoke wholly or in part, any delegation under this rule.

12. Voting and Decisions

- 12.1 Questions arising at a meeting of the Board or of any committee shall be determined by a majority of the votes of members of the Board or committee present at the meeting.
- 12.2 Each Member present at a meeting of the Board or of any 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.
- 12.3 The Board or committee may act notwithstanding any vacancy on the Board or committee.
- 12.4 Any act or thing done or suffered, or purporting to have been done or suffered, by the Board or by a committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Board or committee.
- 12.5 A member of the Board or of a committee having any direct or indirect pecuniary interest referred to in Section 42 or 43 of the Act shall comply with that section.

13. Chief Executive Officer

- 13.1 The Board shall appoint a Chief Executive Officer upon such terms and conditions as the Board determines from time to time.
- 13.2 The Chief Executive Officer shall be responsible for the day to day management and operations of the Association with the authorisation of the Chair, subject to the direction of the Board.
- 13.3 The Chief Executive Officer shall act as the Secretary and Public Officer of the Association.
- 13.4 The Board may delegate to the Chief Executive Officer such powers and functions as it considers appropriate from time to time
- 13.5 The Chief Executive Officer will attend all meetings of the Board and will be entitled to vote if appointed by the Board as a full Board Member under rule 8.3.1.
- 13.6 The Chief Executive Officer, or his/her delegate shall:
 - (a) Maintain a register of Members of the Association and their postal/residential addresses;
 - (b) Maintain a record of the names and residential or postal addresses of the persons who hold any office of the Association;
 - (c) Maintain in up-to-date condition the Rules of the Association;

- (d) Be responsible for the custody of the records, books, documents and securities of the Association; and
 - (e) Keep minutes of all proceedings of Board and Committee meetings and General Meetings;
 - (f) Issue notices of all meetings of the Association and of the Board.
- 13.7 If there is no Chief Executive Officer at the relevant time, any act, matter or thing required to be done by the Chief Executive Officer may be done by the Board (or its delegate) and any notice required to be given to the Chief Executive Officer may be given to the Chair (or his or her delegate).
- 13.8 During any period when there is no Chief Executive Officer or the Chief Executive Officer is unable to act, the Board may appoint an Acting Chief Executive Officer who shall assume the responsibilities, powers and duties of the Chief Executive Officer during the term of office of Acting Chief Executive Officer.

14. Finance

- 14.1 The Board shall oversee the financial affairs of the Association;
- 14.2 The Board should ensure proper accounts be kept in respect to:
- (a) All sums of money received and expended by the Association and the manner in respect of which the receipt and expenditure takes place;
 - (b) All sales and purchases of goods by the Association.
 - (c) The assets and liabilities of the Association;
- 14.3 The accounts shall be kept at the office of the Association and are open to inspection by members of the Board at any time;
- 14.4 The Board shall cause the accounts to be audited annually by a duly qualified auditor;
- 14.5 The Board shall comply with Sections 66 and 67 of the Act in respect of the accounting records of the Association.
- 14.6 Regular financial reports shall be prepared by the Chief Executive Officer for each of the Board Meetings.
- 14.7 The Treasurer shall provide to the Board expertise and advice (independently of operational management) in respect of the financial affairs of the Association including but not limited to interpretation of financial reports, accounting standards and legislative requirements.

15. General Meetings

15.1 Annual General Meeting

- (a) The Annual General Meeting shall be held within four (4) months of the end of the Association's financial year on a day to be determined by the Board.
- (b) Not less than fourteen (14) days written notice shall be given of the Annual General Meeting and shall specify the place, date and hour.
- (c) The business of the Annual General Meeting shall be:
 - (i) The receipt of the Chair's report of the previous financial year.
 - (ii) The receipt of the Chief Executive Officer's report for the previous year.
 - (iii) The receipt of the financial report and the audited financial statements for the previous financial year, together with the financial budget for the next or current financial year.
 - (iv) Presentation of the Annual Report.
 - (v) The appointment of an Auditor for the following financial year.
 - (vi) Any other business placed on the agenda prior to the commencement of the meeting.

15.2 Special General Meeting

- (a) The Chief Executive Officer shall call a Special General Meeting of the Association within fourteen (14) days of receiving a directive from the Board, or the written request of three (3) Board Members, or from 20% of the Ordinary Members. The request must be signed by the Ordinary Members and must specify the business to be carried out at that meeting.
- (b) Not less than fourteen (14) days' notice shall be given to the Ordinary Members, of any Special General Meeting. The notice shall specify the place, date and time of the Special General Meeting and nature of the business to be carried out at that meeting.
- (c) If a Special General Meeting is not convened within thirty (30) days the Ordinary Members who made the request may themselves convene a Special General Meeting as if they were the Board. In such a circumstance, the Ordinary Member or Members convening the Special General Meeting shall be supplied free of charge with the particulars of all members and the Association shall pay the reasonable expenses of convening

and holding the Special General Meeting. The meeting must comply with these Rules of the Association.

15.3 Quorum for Annual General Meeting and Special General Meetings

The quorum for a General Meeting is 50% of the Ordinary membership present in person or by proxy. If there is no quorum within thirty (30) minutes of the starting time for the meeting, then a majority of members present shall decide to adjourn the meeting for a period of not more than thirty (30) days. The quorum for the adjourned meeting, if less than 50% of the membership, shall be the number of Ordinary Members present thirty (30) minutes after the starting time.

15.4 Voting at General Meetings

(a) Proxies

An Ordinary Member may appoint in writing another Ordinary Member to be their proxy and to attend, and vote on their behalf at any General Meeting.

(b) An Ordinary Member other than the Chair may not be a proxy to more than one (1) other Ordinary Member.

(c) Each Ordinary Member, present in person or by proxy, at a General Meeting is entitled to one (1) vote.

(d) Voting shall be by a show of hands, however, a secret ballot shall be held if a request is made by a financial Ordinary Member present. The Chair shall determine the manner in which the secret ballot will be conducted, and the result as declared by the Chair, shall be deemed to be a resolution of the meeting concerned.

15.5 Should any Board position become vacant then the Board will undertake a selection process that it deems necessary to attract good quality applicants to fill the vacancy. The Board will undertake a skills audit to identify the needs of the Board and Association going forward. This audit will be conducted by the full Board and will examine the current skills and experience of the existing Board members and identify areas of technical skill, expertise and experience which are required to strengthen the Board in light of the vacancies that have occurred. This process for identifying suitable candidates who fill the profile identified by the skills audit may include an advertisement, a candidate search through the networks of existing Board members and the Association or any other means that the Board deems necessary to attract applicants with appropriate skills.

15.6 All candidates acquired through the recruitment process will be subjected to a process of shortlisting. The shortlisted candidates will be interviewed by a panel of existing Board members who shall comprise the Board Chair and up to two other Board members selected by the full Board. The

candidate(s) selected by the panel shall be recommended to the full Board and appointments shall only be confirmed with the approval of the full Board.

16. Resolving disputes

16.1 This rule applies to disputes:

- (a) between members; or
- (b) between one or more members and the Association.

16.2 Parties to attempt to resolve dispute

- (a) The parties to a dispute must attempt to resolve the dispute between themselves within 14 days after the dispute has come to the attention of each party.

16.3 How this rule is enlivened

- (a) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 16.2, any party to the dispute may start the grievance procedure by giving written notice to the secretary of:
 - (i) the parties to the dispute; and
 - (ii) the matters that are the subject of the dispute.
- (b) Within 28 days after the secretary is given the notice, a Board meeting must be convened to consider and determine the dispute.
- (c) The secretary must give each party to the dispute written notice of the Board meeting at which the dispute is to be considered and determined at least 7 days before the meeting is held.
- (d) The notice given to each party to the dispute must state:
 - (i) when and where the Board meeting is to be held; and
 - (ii) that the party, or the party's representative, may attend the meeting and will be given a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the dispute.
- (e) If:
 - (i) the dispute is between one or more members and the Association; and

- (ii) any party to the dispute gives written notice to the secretary stating that the party does not agree to the dispute being determined by the committee, the committee must not determine the dispute.

16.4 At the Board meeting at which a dispute is to be considered and determined, the Board must:

- (a) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 16.2, any party to the dispute may start the grievance procedure by giving written notice to the secretary of:
 - (i) give each party to the dispute, or the party's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the Board about the dispute;
 - (ii) give due consideration to any submissions so made; and
 - (iii) determine the dispute.
- (b) The Board must give each party to the dispute written notice of the committee's determination, and the reasons for the determination, within 7 days after the Board meeting at which the determination is made.

17. Service of Notices

17.1 For the purpose of these rules, a notice may be served by or on behalf of the Association upon any member either personally or by sending it by post to the member at the member's address shown in the Register of Members, or by electronic means to a destination provided by the member.

17.2 Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

18. Audited Accounts and Records

18.1 The Board shall appoint an Auditor who is not a member of the Association, who shall audit the accounts and records of the Association annually and the Chief Executive Officer shall present to the Annual General Meeting a report as to the financial position of the Association.

18.2 The Board shall give to the Auditor at all reasonable times full access to the Association's books and accounts and afford the Auditor every

facility for the purpose of making a correct audit of the Association's financial affairs.

19. Inspection of Association Records

19.1 Upon reasonable notice to the Chief Executive Officer, any Ordinary Member may inspect the Constitution, books and documents of the Association, excluding those of a confidential and personal nature which relate to staff and clients of the Association.

20. Common Seal of Association

20.1 The Association shall have a Common Seal on which its corporate name shall appear.

20.2 The Common Seal of the Association shall not be used without the express authority of the Board and every use of that Common Seal shall be recorded in the minutes of a Board meeting.

20.3 The affixing of the Common Seal of the Association shall be witnessed by either the Chair, Board Member or Chief Executive Officer and minuted at the next Board Meeting.

20.4 The Common Seal of the Association shall be kept in safe custody in the office of the Association by the Chief Executive Officer.

21. Alteration of Rules

21.1 These Rules may be altered or replaced by a special resolution passed at an Annual General Meeting or Special General Meeting of the Association.

21.2 At least fourteen (14) days notice of the meeting must be given and must specify the proposed amendments.

21.3 The Deputy Commissioner of Taxation and the Chief Executive Officer of any organisation which provides fund to the Association shall be notified in writing of any alterations to the Rules within thirty (30) days of such alteration coming into effect.

22. Dissolution

22.1 If, on the winding up of the Association, any property of the Association remains after satisfaction of the debts and liabilities of the Association and the costs, charges and expenses of that winding up, that property shall be distributed:

(a) To another incorporated association having objects similar to those of the Association and which is exempt from income tax under the Income Tax Assessment Act 1997.

(b) For charitable purposes.

Which incorporated association or purposes, as the case requires, shall be determined by resolution of the members when authorising and directing the Committee under Section 129(b)(ii) of the Act to prepare a distribution plan for the distribution of the surplus property of the Association.

- 22.2 The Association may be wound up voluntarily if the Association is solvent and if it is resolved by Special Resolution. The Act requires that for a Special Resolution to be passed a majority of not less than three-fourths of the Ordinary Members present and entitled to vote at the general meeting vote in favour. A special general meeting called for that purpose will require twenty eight (28) days written notice including notice of the proposed dissolution has been given to all members and that a copy of the resolution to dissolve the Association is lodged with the Commissioner for Corporate Affairs within fourteen (14) days after the passing of the resolution.
- 22.3 The Deputy Commission of Taxation in Western Australia and the Commissioner of Corporate Affairs shall be advised of the date of dissolution within thirty (30) days should this occur.