

Proposed Changes to the TFNC Club Rules

Special Resolution for the TFNC General Meeting of Thursday 6th July 2023

Special Resolution: That the 6th July 2023 General Meeting of the Tasmanian Field Naturalists Club Inc. endorses the proposed changes to the club rules to come into effect from the 2024 Annual General Meeting.

Key:

Blue: Proposed deletions

Red: Proposed additions

The changes are to achieve the following:

- Allow electronic banking – Paragraphs 8.1, 8.3, 8.4, 8.5 and 8.6.
- Incorporate electronic media into the definition of writing, especially the use of email and website – Paragraphs 2.2, 5.8, 27.9, 29.5, and 33.
- Update postal address – Paragraph 3.
- Better represent how the club functions – Paragraphs 5.3, 10.1, 17.2, and 34.4.
- Clarify the current roles undertaken by the secretary, treasurer, and public officer – Paragraphs 5.6.3, 5.7, 5.8, 10.4, and 25.8.
- Delete paragraph 9.3 and details in paragraph 9.5 which are relevant only to the original incorporation of TFNC and renumber paragraphs in Section 9.
- Following the decision to disband the library, replace the librarian position with a Communications Officer – Paragraph 22.1

RULES OF THE TASMANIAN FIELD NATURALISTS CLUB INC.

Basic objects: The study of all forms of natural history and the encouragement of conservation.

1 Name The name of the association shall be Tasmanian Field Naturalists Club Inc. (in these rules called 'the Association').

2.1 Interpretations In these rules, unless the contrary intention appears:

2.1.1 'committee' means the committee of management of the Association;

2.1.2 'general meeting' means a general meeting of members convened in accordance with rule 12; and

2.1.3 'ordinary committee person' means a member of the committee to whom rule 23.1 relates.

2.2 In these rules, expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, **all electronic formats**, lithography, photography and other modes of representing or reproducing words in a visible form.

2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1931 and the Act as in force on the date on which these rules are adopted by the Association.

3 Address The address of the Association shall be GPO Box 68F, Hobart, 7001 or such other address as the committee may, from time to time, determine.

4.1 Objects and purposes In addition to the basic objects of the Association, the objects and purposes of the Association shall be deemed to include

- 4.1.1 the purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purposes of the Association, including maintenance of a library;
- 4.1.2 the buying, selling, and supplying of, and dealing in, goods of all kinds;
- 4.1.3 the construction, maintenance, and alteration of buildings or works necessary or convenient for any of the objects or purposes of the Association;
- 4.1.4 the accepting of any gift, whether subject to a special trust or not, for any one or more of the objects or purposes of the Association;
- 4.1.5 the taking of such steps from time to time as the committee or the members in general meeting may deem expedient for the purpose of procuring contributions to the funds of the Association, whether by way of donations, membership fees, or otherwise;
- 4.1.6 the printing and publishing of such newspapers, periodicals, books, leaflets, or other documents as the committee or the members in general meeting may think desirable for the promotion of the objects and purposes of the Association, including publication of The Tasmanian Naturalist and a Bulletin for members;
- 4.1.7 the borrowing and raising of money in such manner and on such terms as the committee may think fit or as may be approved or directed by resolution passed at a general meeting;
- 4.1.8 subject to the provisions of the Trustee Act 1898, the investment of any moneys of the Association not immediately required for any of its objects or purposes in such manner as the committee may from time to time determine;
- 4.1.9 the making of gifts, subscriptions, or donations to any of the funds, authorities, or institutions to which section 78 (1) (a) of the Income Tax Assessment Act 1936 of the Commonwealth relates;
- 4.1.10 the establishment and support, or aiding in the establishment and support, of associations, institutions, funds trusts, schemes, and conveniences calculated to benefit servants or past servants of the Association and their dependants, and the granting of pensions, allowances, or other benefits to servants or past servants of the Association and their dependants, and the making of payments towards insurance in relation to any of those purposes;
- 4.1.11 the establishment and support, or aiding in the establishment or support, of any other association formed for any of the basic objects of the Association;

4.1.12 the purchase or acquisition, and undertaking, of all or any part of the property, assets, liabilities, and engagements of any association with which the Association may at any time become amalgamated in accordance with the provisions of the Act and the rules of the Association; and

4.1.13 the doing of all such other lawful things as are incidental or conducive to the attainment of the basic objects of the Association or of any of the objects and purposes specified in the foregoing provisions of this rule.

4.2 In this rule, 'basic objects of the Association' means the objects and purposes of the Association, as stated in the application under subsection (2) of section 7 of the Act for the incorporation of the Association lodged with the Commissioner pursuant to that section.

5.1 Membership A person who applies and is approved for membership as provided in these rules is eligible to be a member of the Association on payment of the appropriate annual membership fee fixed under these rules.

5.2 In special circumstances the committee may vary the annual membership fee for a member.

5.3 Honorary life members may be ~~appointed~~ **nominated** by the committee for their attainments in natural history or for outstanding services rendered to the Association. This honour shall be granted by a general meeting on the recommendation of the committee. At no time shall the roll of honorary life members exceed eight. Honorary life members have all of the rights and privileges of membership.

5.4 A person may apply for membership on behalf of that person's whole family. On payment of the family membership fee all members of that person's family above the age of 16 years will have all of the rights, privileges and obligations of membership.

5.5 A person who is not a member of the Association at the time of the incorporation of the Association shall not be admitted to membership

5.5.1 unless the person has applied as provided in rule 5.6; and

5.5.2 the person's admission as a member is approved by the committee.

5.6 An application from a person for membership of the Association

5.6.1 shall be made in writing;

5.6.2 shall include payment for one year's membership fee; and

5.6.3 shall be lodged with the ~~secretary~~ **treasurer** of the Association.

5.7 As soon as is practicable after the receipt of a nomination, the ~~secretary~~ **treasurer** shall refer the application to the committee.

5.8 A member of the Association may, at any time, resign from the Association by delivering or sending **by post** to the ~~secretary~~ **treasurer** a written notice of resignation. Any member whose annual membership fee is more than nine months overdue will be deemed to have resigned from the Association.

5.9 Upon receipt of a notice under rule 5.8, the committee shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of the Association.

5.10 A right, privilege or obligation, excepting the obligation under rule 5.11, of a person by virtue of their membership of the Association

- 5.10.1 is not capable of being transferred or transmitted to another person;
and
- 5.10.2 terminates upon the cessation of the person's membership, whether by death, resignation, or otherwise.

5.11 In the event of the Association being wound up every member of the association and every person who, within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association is liable to contribute to the assets of the Association for payment of the debts or liabilities of the Association and for the costs, charges and expenses of the winding up and for the adjustment of the rights of the contributories among themselves such sum, not exceeding one dollar as may be required, but a former member is not liable so to contribute in respect of any debt or liability of the Association contracted after their membership ceased.

6.1 *Income and property* The income and property of the Association, however derived, shall be applied solely towards the promotion of the objects and purposes of the Association and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise to any member of the Association.

6.2 The Association shall not

6.2.1 appoint a person who is a member of the committee to any office in the gift of the Association to the holder of which there is payable any remuneration by way of salary, fees, or allowances; or

6.2.2 pay to any such person any remuneration or other benefit in money or money's worth (other than the repayment of out-of-pocket expenses).

6.3 Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of the Association of

6.3.1 remuneration in return for services actually rendered to the Association by the servant or member or for goods supplied to the Association by the servant or member in the ordinary course of business;

6.3.2 interest at a reasonable market rate on moneys lent to the Association by the servant or member; or

6.3.3 a reasonable and proper sum by way of rent for premises let to the Association by the servant or member.

7.1 *Accounts and records* True accounts shall be kept

7.1.1 of all sums of money received and expended by the Association and the matter in respect of which the receipt or expenditure takes place; and

7.1.2 of the property, credits, and liabilities of the Association, and subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Association for the time being, those accounts shall be open to the inspection of the members of the Association.

7.2 The Treasurer of the Association shall faithfully keep all general records, accounting books, and records of receipts and expenditure connected with the operations and business of the Association in such form and manner as the committee may direct.

7.3 Normally the committee shall expect a written account of receipts and expenditure to be presented at each committee meeting.

7.4 The accounts, books, and records referred to in rules 7.1 and 7.2 shall be kept at the Treasurer's residence or other place as the committee may decide.

8.1 Receipts and payments The Treasurer of the Association shall, on behalf of the Association, receive all moneys paid to the Association and forthwith after the receipt thereof issue ~~official~~ receipts upon request except where the receipt is by electronic banking.

8.2 The committee shall cause to be opened with such financial institution as the committee selects an account in the name of the Association into which all moneys received shall be paid by the Treasurer as soon as possible after receipt thereof.

8.3 The committee may receive from the Association's financial ~~institution for the time being the cheques drawn~~ financial transactions by the Association on any of its accounts and may release and indemnify the financial institution from and against all claims, actions, suits, or demands that may be brought against the financial institution arising directly or indirectly out of those ~~cheque~~ financial transactions or the surrender thereof to the Association.

8.4 Except with the authority of the committee, no payment shall be made from the funds of the Association otherwise than by ~~cheque~~ financial transactions drawn on the Association's account, but the committee may provide the Treasurer with a sum to meet urgent expenditure, subject to the observance of such conditions in relation to the use and expenditure thereof as the committee may impose.

8.5 No ~~cheque~~ financial transactions shall be drawn on the Association's account except for the payment of expenditure that has been authorized by the committee.

8.6 All ~~cheques~~, drafts, bills of exchange, promissory notes, electronic payments and other negotiable instruments shall be signed by the Treasurer or, in the Treasurer's absence, by such other member or members of the committee as the committee may nominate for the purpose, and shall be countersigned by the President, ~~or~~ Secretary, or other nominated committee person.

9.1 Auditor At each annual general meeting of the Association, the members present shall appoint a person as the auditor of the Association.

9.2 A person so appointed shall hold office until the annual general meeting next after the appointment, and is then eligible for re-appointment.

~~9.3 The first auditor of the Association may be appointed by the committee before the first annual general meeting, and, if so appointed, shall hold office until the first annual general meeting, unless previously removed by a resolution of the members at a general meeting, in which case the members at that meeting may appoint an auditor to act until the first annual general meeting.~~

9.43 If an appointment is not made at an annual general meeting the committee shall appoint an auditor of the Association for the then current financial year of the Association.

~~9.54 Except as provided in rule 9.3, t~~ The auditor may only be removed from office by special resolution.

9.65 If a casual vacancy occurs in the office of auditor during the course of a financial year of the Association, the committee may appoint a person as the

auditor and the person so appointed shall hold office until the next succeeding annual general meeting.

9.76 Except with special permission of the Commissioner for Corporate Affairs the auditor shall be a registered company accountant.

10.1 Audit of accounts Once at least in each financial year of the Association, the accounts of the Association shall be examined by the auditor **unless the committee determines otherwise within the current rules of incorporation.**

10.2 The auditor shall certify as to the correctness of the accounts of the Association and shall report thereon to the members present at the annual general meeting.

10.3 In the auditor's report, and in certifying to the accounts, the auditor shall state

- 10.3.1 whether the auditor has obtained all the information required;
- 10.3.2 whether, in the auditor's opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the Association according to the information and explanations received and as shown by the books of the Association; and
- 10.3.3 whether the rules relating to the administration of the funds of the Association have been observed.

10.4 The ~~public officer~~ **treasurer** of the Association shall cause to be delivered to the auditor a list of all the accounts, books, and records of the Association.

10.5 The auditor

- 10.5.1 has a right of access to the accounts, books, records, vouchers, and documents of the Association;
- 10.5.2 may require from the servants of the Association such information and explanations as may be necessary for the performance of duties as auditor;
- 10.5.3 may employ persons for assistance in investigating the accounts of the Association; and
- 10.5.4 may, in relation to the accounts of the Association, examine any member of the committee or any servant of the Association.

11.1 Annual general meeting The Association shall, in March each year, hold an annual general meeting.

11.2 The annual general meeting shall be in addition to any other general meetings that may be held in the same year.

11.3 The annual general meeting shall be specified as such in the notice convening it. Each member shall be served with written notice of an annual general meeting at least fourteen days beforehand.

11.4 The ordinary business of the annual general meeting shall be

- 11.4.1 to confirm the minutes of the last preceding annual general meeting;
- 11.4.2 to receive from the committee, auditor, and servants of the Association reports upon the transactions of the Association during the last preceding financial year;
- 11.4.3 to elect officers of the Association and the ordinary committee persons;
- 11.4.4 to appoint the auditor and determine the auditor's remuneration; and

11.4.5 to determine the remuneration of servants of the Association.

11.5 The annual general meeting may transact other business of which notice is given in accordance with these rules.

11.6 All meetings other than the annual general meeting shall be called general meetings.

12.1 General meetings The committee may, whenever it thinks fit, convene a general meeting of the Association. General meetings will normally be held in each month except January.

12.2 Each member shall be served with written notice of a general meeting at least fourteen days beforehand.

12.3 The committee shall, on the requisition in writing of not less than ten members, convene a special general meeting of the Association.

12.4 A requisition for a special general meeting shall state the objects of the meeting and shall be signed by the requisitionists and communicated to the president of the Association and may consist of several documents in the like form, each signed by one or more of the requisitionists.

12.5 If the committee does not cause a special general meeting to be held within twenty-one days from the date on which a requisition therefor is deposited at the office of the Association, the requisitionists, or any of them, may convene the meeting; but any meeting so convened shall not be held after three months from the date of the deposit of the requisition.

12.6 A special general meeting convened by requisitionists in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which general meetings are convened by the committee.

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

13.2 Ten members personally present (being members entitled under these rules to vote thereat) constitute a quorum for the transaction of the business of a general meeting.

13.3 If within one hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting shall be dissolved.

14.1 Special resolutions A special resolution is required

14.1.1 to change the Association's name;

14.1.2 to change the Association's rules;

14.1.3 to change the Association's objects;

14.1.4 to amalgamate with another incorporated association;

14.1.5 to voluntarily wind up the Association and distribute its property; or

14.1.6 to apply for registration as a company or Co-operative society

14.2 A special resolution may be passed at a general meeting provided that

14.2.1 a notice is sent to all members telling them that a decision requiring a special resolution is to be made;

14.2.2 the notice includes details of the proposed resolution and gives at least 21 days notice of the general meeting; and

14.2.3 at least three-quarters of those present vote in favour

14.3 If the special resolution cannot be passed in the way described in this rule a request may be made to the Corporate Affairs Commission for permission to pass the resolution in some other way.

15.1 Chairing meetings The President, or in the President's absence, the Vice-President, shall preside as chair at every general meeting of the Association.

15.2 If the President and Vice-President are absent from a general meeting, the members present shall elect one of their number to preside as chair thereat.

16.1 Adjournments The chair of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

16.2 Where a meeting is adjourned for fourteen days or more, the like notice of the adjourned meeting shall be given as in the case of the original meeting.

16.3 Except as provided in the foregoing provisions of this rule, it is not necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

17.1 Determination of questions A question arising at a general meeting of the Association shall be determined on a show of hands unless before or on the declaration of the result of the show of hands a poll is demanded.

17.2 A declaration by the chair that a resolution has, on a show of hands been carried, or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the minutes ~~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.

18.1 Voting Upon any question arising at a general meeting of the Association, a member has one vote only.

18.2 All votes shall be given personally.

18.3 In the case of an equality of voting on a question the chair of the meeting is entitled to exercise a second or casting vote.

19 Polling If at a meeting a poll on any question is demanded it shall be taken at that meeting in such manner as the chair may direct, and the result of the poll shall be deemed to be the resolution of the meeting on that question.

20 Timing of a poll A poll that is demanded on the election of a chair, or on a question of adjournment, shall be taken forthwith, and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the chair may direct.

21.1 Powers of committee The affairs of the Association shall be managed by a committee of management constituted as provided in rule 23.

21.2 The committee

- 21.2.1 shall control and manage the business and affairs of the Association;
- 21.2.2 may, subject to these rules, exercise all such powers and functions as may be exercised by the Association, other than those powers and functions that are required by these rules to be exercised by general meetings of members of the Association; and
- 21.2.3 subject to the Act and these rules, has power to perform all such acts and things as appear to the committee to be essential for the proper management of the business and affairs of the Association.

22.1 Officers The officers of the Association shall be a President, a Vice-President, a Treasurer, a Secretary, a Bulletin Editor, a Naturalist Editor, a Programme Officer and a ~~Librarian~~ **Communications Officer**.

22.2 The provisions of rules 24.2, 24.3 and 24.4, so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices mentioned in rule 22.1.

22.3 Each officer of the Association shall hold office until the annual general meeting next after the date of election but is eligible for re-election.

22.4 In the event of a casual vacancy in any office mentioned in rule 22.1, the committee may appoint one of its members to the vacant office, and the member so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of appointment.

23.1 Committee The committee shall consist of the officers of the Association and three other members, all of whom shall be elected at the annual general meeting of the Association in each year.

23.2 Each ordinary committeeperson shall, subject to these rules, hold office until the annual general meeting next after the date of election, but is eligible for re-election.

23.3 In the event of a casual vacancy occurring in the office of ordinary committeeperson, the committee may appoint a member of the Association to fill the vacancy, and the member so appointed shall hold office, subject to these rules until the conclusion of the annual general meeting next following the date of appointment.

24.1 Elections Nominations of candidates for election as officers of the Association or as ordinary committeepersons

- 24.1.1 shall be made in writing signed by two members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and

- 24.1.2 shall be delivered to the secretary of the Association at least ten days before the date fixed for the holding of the annual meeting.

24.2 If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.

24.3 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

24.4 If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.

24.5 The ballot for the election of officers and ordinary committee persons shall be conducted at the annual general meeting in such usual and proper manner as the committee may direct.

25 Vacancies For the purposes of these rules, the office of an officer of the Association, an ordinary committee person or of the public officer becomes vacant if the incumbent

25.1 dies;

25.2 becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with the incumbent's creditors, or makes any assignment of estate for their benefit;

25.3 becomes of unsound mind;

25.4 resigns office by writing under the incumbent's hand addressed to the committee;

25.5 ceases to be resident in the State; 25.6 fails, without leave granted by the committee, to attend three consecutive meetings of the committee;

25.7 ceases to be a member of the Association; or

25.8 fails to pay all arrears of membership fee due by the committee person within fourteen days after receiving a notice in writing signed by the ~~public officer~~ ~~treasurer~~ stating that the committee person has ceased to be a financial member of the Association.

26.1 Public officer The committee is responsible for the appointment of a public officer if the position becomes vacant. The new public officer must lodge the appropriate form with the Corporate Affairs Commission informing them of the change.

26.2 The public officer is normally a member of the Association, but is not necessarily a member of the committee.

26.3 The duties of the public officer include

26.3.1 informing the Corporate Affairs Commission of changes to the committee within fourteen days of any changes;

26.3.2 informing the Corporate Affairs Commission of any change of address of the public officer within fourteen days of the change; and

26.3.3 informing the committee of any documents received on behalf of the Association

26.4 The position of public officer becomes vacant in the circumstances described in rule 25. Additionally the committee or a general meeting may resolve that the position of public officer is vacant.

27.1 Committee meetings The committee shall meet at least six times each year at such places and at such times as the committee may determine.

27.2 Special meetings of the committee may be convened by the President, or any four of its members.

27.3 Notice shall be given to members of the committee of any special meeting, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.

27.4 Any six members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.

27.5 No business shall be transacted unless a quorum is present and if within an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to such time as determined by the person presiding at the meeting unless the meeting was a special meeting, in which case it lapses.

27.6 At meetings of the committee the President, or in the President's absence the Vice-President, or if the President and the Vice-President are absent, such one of the remaining members of the committee as may be chosen by the members present, shall preside.

27.7 Questions arising at meetings of the committee or of any sub-committee appointed by the committee shall be determined on a show of hands or, if demanded by a member, by a poll taken

in such manner as the person presiding at the meeting may determine.

27.8 Each member present at the 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 and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

27.9 Written notice of each committee meeting shall be served on each member of the committee by delivering it at a reasonable time before the meeting ~~or by sending it by post in a prepaid letter sent to the committee member's usual or last known place of abode in time to reach the committee member in due course of post before the date of the meeting.~~

28.1 *Disclosure of interest* A member of the committee who is interested in any contract or arrangement made or proposed to be made with the Association shall disclose the interest at the first meeting of the committee at which the contract or arrangement is first taken into consideration, if the interest then exists, or, in any other case, at the first meeting of the committee after the acquisition of the interest.

28.2 If a member of the committee becomes interested in a contract or arrangement after it is made or entered into the member shall disclose the interest at the first meeting of the committee after the interest arises.

28.3 No member of the committee shall vote as a member of the committee in respect of any contract or arrangement in which the member is interested and if the member does so vote the vote shall not be counted.

29.1 *Sub-committees* The committee may at any time designate a convenor and appoint a sub-committee from the committee and shall prescribe the powers and functions thereof.

29.2 The committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not those persons are members of the Association, but a person so co-opted is not entitled to vote.

29.3 Three appointed members of a subcommittee constitute a quorum at a meeting of the sub-committee.

29.4 The convenor of the sub-committee is responsible for calling meetings of a sub-committee.

29.5 Written notice of each subcommittee meeting shall be served on each member of the sub-committee by delivering it at a reasonable time before the meeting ~~or by sending it by post in a prepaid letter sent to the sub-committee member's usual or last known place of abode in time to reach the sub-committee member in due course of post before the date of the meeting.~~

30 Executive committee The President, the Vice-President, the Treasurer, and the Secretary constitute an executive committee, which may issue instructions to the public officer and the servants of the Association in matters of urgency connected with the management of the affairs of the Association during the intervals between meetings of the committee, and where any such instructions are issued shall report thereon to the next meeting of the committee.

31.1 Membership fees The annual membership fee payable by members shall be determined from time-to-time by the committee.

31.2 The annual membership fee of a member is due and payable on the first day of the financial year of the Association.

32 Financial year The financial year of the Association is the period beginning on 1 January in each year and ending on the 31 December next following.

33 Notices A notice may be served by or on behalf of the Association upon any member either personally or **in writing** ~~by sending it through the post in a prepaid letter addressed to the member at the member's usual or last known place of abode.~~

34.1 Expulsion Subject to this rule, the committee may expel a member from the Association if, in the opinion of the committee the member has been guilty of conduct detrimental to the interests of the Association.

34.2 The expulsion of a member pursuant to rule 34.1 does not take effect

34.2.1 until the expiration of fourteen days after the service on the member of a notice under rule 34.3; or

34.2.2 if the member exercises a right of appeal under this rule, until the conclusion of the special general meeting convened to hear the appeal, whichever is the later date.

34.3 Where the committee expels a member from the Association, the public officer of the Association shall, without undue delay, cause to be served on the member a notice in writing

34.3.1 stating that the committee has expelled the member;

34.3.2 specifying the grounds for the expulsion; and

34.3.3 informing the member that, within fourteen days after the service of the notice on the member, an appeal may be lodged against the expulsion as provided in this rule.

34.4 A member on whom a notice under rule 34.3 is served may appeal against the expulsion to a special general meeting by delivering ~~or sending by post~~ to the public officer of the Association, within fourteen days after the service of that notice, a requisition in writing demanding the convening of such a meeting for the purpose of hearing the appeal.

34.5 Upon receipt of a requisition under rule 34.4, the public officer shall forthwith notify the committee of its receipt and the committee shall thereupon cause a special general meeting of members to be held within twenty-one days after the date on which the requisition is received by the public officer.

34.6 At a special general meeting convened for the purpose of this rule

34.6.1 no business other than the question of the expulsion shall be transacted;

34.6.2 the committee may place before the meeting details of the grounds of the expulsion and the committee's reasons for the expulsion;

34.6.3 the expelled member shall be given an opportunity to be heard; and

34.6.4 the members present shall vote by secret ballot on the question whether the expulsion should be lifted or confirmed.

34.7 If at the special general meeting a majority of the members present vote in favour of the lifting of the expulsion, the expulsion shall be deemed to have been lifted and the expelled member is entitled to continue as a member of the Association.

34.8 If at the special general meeting a majority of the members present vote in favour of the confirmation of the expulsion, the expulsion takes effect, and the expelled member ceases to be a member of the Association.

35.1 Disputes Subject to this rule, a dispute between a member of the Association, in a person's capacity as a member, and the Association shall be determined by arbitration in accordance with the provisions of the Arbitration Act 1892.

35.2 Nothing in this rule affects the operation or effect of rule 34.

36 Seal of the Association The seal of the Association shall be in the form of a rubber stamp, inscribed with the name of the Association encircling the word "Seal".