

**CONSTITUTION**

**OF**

**THE**

**SOUTH AUSTRALIAN**  
**PUBLIC TRANSIT**  
**ASSOCIATION**

**28 October 2016**

## **CONSTITUTION OF THE SOUTH AUSTRALIAN PUBLIC TRANSIT ASSOCIATION**

### **1. NAME**

The name of the Association shall be the South Australian Public Transit Association, hereinafter will be referred to as the Association.

The Association was prior to the adoption of this Constitution known as the South Australian Electric Association of the Australian Electric Traction Association. This Constitution shall take effect from the date on which the Chairman and Secretary endorse it as having been approved at the final meeting of the South Australian Division of the Australian Electric Traction Association as having approved by the majority of members voting in person or by proxy at that meeting.

### **2. THE AIMS OF THE ASSOCIATION**

Advocate the development of public transit within South Australia's transport network.

### **3. THE OBJECTIVES OF THE ASSOCIATION ARE:**

To educate, advise and advocate public transit within South Australia to the general public and its members.

To increase awareness of public transit

To enjoy social, fellowship amongst members of similar interests

To increase membership in order to promote succession planning.

### **4. AFFILIATION WITH OTHER ORGANISATIONS**

Affiliation with other organisations is subject to membership approval for which notification will be given one meeting notice prior to the general meeting.

### **5. NON PARTY POLITICAL**

The Association will not be affiliated and or aligned with any political party or association.

## **6. NO PROFIT TO MEMBERS**

The income and property of the Association, however derived shall be applied solely towards the promotion of the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever by way of profit to the members of the Association or any former member thereof or any person claiming through provided that

- (a) Nothing shall prevent the payment in good faith to any member or other person in return for goods and services supplied in the normal course of business or for expenditure incurred for and on behalf of the Association and/or Association.
- (b) Nothing shall prevent the distribution of material and other items relating to the aims and objects of or published by the Association or Association to members at special consideration.

## **7. MEMBERSHIP**

- (a) Persons desiring to be members of the Association shall make application in the form prescribed by the Committee of the Association. The Secretary shall give notice of an application for membership at the normal meeting preceding the meeting at which the applicant shall be subject to election to membership.
- (b) All applicants for membership shall be nominated and seconded by current financial members of the Association who shall endorse the application accordingly but who do not need be present at the meeting at which the election shall take place.
- (c) All Applications for membership will be considered initially by the committee prior to being submitted to the general membership.
- (d) Existing financial members of the Australian Electric Traction Association South Australian Division will automatically current members of the South Australian Public Transit Association.
- (e) Members desiring to resign from the Association shall give one month's notice in writing to the Secretary.

## **8. MEMBERSHIP- continued**

- (f) Age of which a member can join is 13 years with parent/guardian permission for those under the age of 16 years. No persons under the age of 18 years is allowed to be elected into the committee.
- (i) Members who bring the name of the Association into disrepute or who contravene this Constitution may be requested to resign by the Committee or be suspended for a period not exceeding six months.

If such members shall fail to resign when requested he may be expelled from the Association by the decision of a majority of members voting by secret ballot at a meeting for which one month's notice of intended motion shall have been given to members in writing.

Members subject to proceedings under this section shall under suspension and be unable to enjoy the benefits of membership. They shall be permitted to forward to each financial member a statement should he so desire.

The Secretary shall advise such suspended of the decision of such suspended member immediately following the meeting at which the voting took place.

- (k) Whereby a member and his/her family wishes to also join, one membership fees shall apply and all family members will have full voting rights for each family member that attends meetings of the Association.

## **9. SUBSCRIPTIONS**

- (a) Association subscriptions shall be determined each year at the Annual General Meeting and take effect from the date on which a member's subscription next becomes due.
- (b) Subscriptions shall be on an annual basis and shall become due at the Annual General Meeting which held in October of each year.
- (c) Any members whose subscription shall be two calendar months in arrears may be deleted from the membership provided that two notices at monthly intervals have been forwarded to the last recorded (both postal and e-mail) address by the Secretary.

## 10. MANAGEMENT

- (a) The management of the Association shall be delegated to a Committee consisting of President, Vice President, Secretary, and Treasurer.
- (b) There will always be four persons elected to the committee.
- (c) Should a vacant position be unable to be filled at the election roles may be assigned to other committee members.
- (d) A person can only be elected as President after two years of active membership.
- (e) The Committee shall be elected annually at the Annual General Meeting, which shall be held in October each year.
- (f) The committee of the former South Australian Division of the Australian Electric Traction Association as of the commencement of the association shall be deemed to be the first committee of the association.
- (g) Should it be necessary to appoint a member during the Committee during the term of office because of resignation death or other reason the remaining members of the Committee shall appoint a financial member of the Association and such person shall hold office as if he had been duly elected at the preceding Annual General Meeting.
- (h) The Committee shall meet not less than four times a year with meetings not more than four months apart.
- (i) The President shall chair each meeting or in his absence, the Vice President or a member of the Committee elected by the meeting.
- (j) The minutes of both General and committee shall be maintained by the Secretary General Meeting minutes shall be approved by the members of the present at the subsequent. The Committee shall regularly advise members to salient issues discussed at a committee meeting.
- (k) The Committee may co-opt other members of the Association or appoint other officers as may be deemed necessary to enable the Association to fulfil its aims and objects.
- (l) The President shall give a report each on the year's activities at the Annual General Meeting.

**11. FINANCIAL**

- (a) The financial year shall end on 30 August each year.
- (b) The Association shall take over the financial records of the former South Australian Division of the Australian Electric Traction Association without any break in financial records.
- (c) The Treasurer shall maintain all necessary financial records and present an income and expenditure statement and also a statement of assets and liabilities for the preceding financial year at each Annual General Meeting.
- (d) The financial records may be reviewed by any financial member upon written request.

**12. QUORUM**

- (a) The Quorum for a Committee meeting shall be three.
- (b) The quorum for General meeting shall be eight of financial members at the time of meeting.

**13. VISITORS**

- (a) Visitors may be introduced by the Association by members subject to the approval of the Committee and conditions that the Committee may determine.
- (b) Visitors shall be allowed three visits to General Meetings with no voting rights. At the third meeting application for membership must be submitted or they will no longer be permitted to attend.

## **14. VOTING**

- (a) Voting other than for election of officers shall be by simple majority on show of hands unless a secret ballot is requested by the meeting or as otherwise provided in this Constitution.
- (b) Nomination forms shall be issued four weeks in advance of the Annual General Meeting nominations close 14 days prior to the Annual General Meeting.
- (c) A returning officer shall be appointed prior to the issuing of the nominations forms
- (d) A returning officer shall be appointed who will not be standing for election at that meeting.
- (e) All elections for officers shall be by secret ballot.
- (f) Voting by secret ballot shall be conducted by the returning officer and scrutineers appointed by the Chairman of the meeting and they must not have any interest in any position.

## **15. CONFLICT OF INTEREST**

- (a) All members must declare if they have any Conflict of Interest with any organisation when so need arises and asked by the Chairman to declare any of these interests. The Secretary will record any Conflict of Interest for future reference.

## **16. CONFIDENTIALITY**

- (a) All members must keep all committee and general meeting minutes and procedures confidential to any individual or organisation outside of the Association, unless authorised by a committee person to release this information
- (b) Members who fail to keep things confidential maybe subject to the rule of holding the association's name into disrepute and shall be possibly subject to the disciplinary actions under Part 8 Section I.

**17. AMENDMENT**

- (a) Notice of intended motion of amendment shall be given to all financial members one month prior to the meeting.
- (b) Each intended amendment would have a nominator and seconder who shall give notice to the Secretary at the previous meeting of their intention.
- (c) An amendment would have a nominator and a seconder who shall give notice to the Secretary at the previous meeting of their intention
- (d) An amendment shall only be passed should there be a two-third majority in favour of those voting in either person or by proxy regarding the proposed amendment. .

**18. RESGITER OF MEMBERS**

- (a) A register of members shall be maintained by the Secretary and it is the responsibility of members to advise the Secretary of all changes in address and e-mail address.

Notices as required by this Constitution shall be deemed to have duly sent proved that they have been Forwarded to the last address/email advised to the Secretary in such register of members.

The e-mails sent to members shall require acknowledgment of receipt from the addressee.

**19. USE OF NAME**

- (a) The use of the name of the Association shall be determined by the Committee and no member of the Association shall use the name of the Association unless he/she is so authorised to do so either a member of the Committee or General Meeting.



## 20. MEETINGS

- (a) General meetings shall be held at least four times a year, including during October, for the Annual General Meeting each year, as determined by the Committee and all members shall be annually advised of the dates of such meetings.
- (b) Special General meetings may be arranged as required by the Committee provided that members are given three week's notice of such special meetings in writing.

## 21. DISSOLUTION

In the event of dissolution of the association any remaining funds will be made available to like-minded not-for-profit organisations as determined by the members by voting at a Special Meeting of financial members according to this constitution.

We being the Chairman and Secretary at the meeting of the South Australian Division of the Australian Electric Traction Association held on 27 August 2016 do certify that the adoption of the constitution was approved by all present of the Division voting in person or by proxy at that meeting and the South Australian Public Transit Association has from that date been established in lieu of the former South Australian Division of the Australian Electric Traction Association.

ROGER WHEATON \_\_\_\_\_  
SIGNATURE

PRESIDENT  
SOUTH AUSTRALIAN DIVISION  
AUSTRALIAN ELECTRIC TRACTION ASSOCTION

DATE:                    /                    /                    2016

DAVID BERES \_\_\_\_\_  
SIGNATURE

SECRETARY  
SOUTH AUSTRALIAN DIVISION  
AUSTRALIAN ELECTRIC TRACTION ASSOCTION

DATE:                    /                    /                    2016