THE STATISTICAL SOCIETY OF AUSTRALIA

New South Wales Branch inc.

Registered number Y1920037

RULES

November 1997

(Incorporates changes to the rules dated November 1996 approved at Special Meeting of 22 October, 1997)

NAME

1 The name of the association shall be 'Statistical Societty of Australia, New South Wales Branch Incorporated' (in thesee rules called 'the Association').

INTERPRETATION

2 In these rules 'the Sociiety' means the Statistical Society of Australia Incorporated (incorporated in the ACT).

OBJECT

3 The object of the Associiation shall be to further the study and application of statistical theory and methods in all branches of learning and enterprise.

FINANCIAL YEAR

4 The financial year of thhe Association shall be from 1st January to 31st December.

MEMBERSHIP QUALIFICATIONNS

5 Membership of the Associiation shall be open to all persons interested in the objects of the Association and shall noot be deemed to imply any professional qualification.

6 (1) Application for membership of the Association

(a) shall be made in writingg in the form as required by the Association Council;

(b) shall be lodged with thee Secretary of the Association.

(2) As soon as practicable tthe application shall be referred to the Council which shall determine whether to approve or reeject the application.

SUBSCRIPTIONS

7 (1) The Council of the Association shall determine the annual subscription for membership, provided that notice of change in subscription rates shall be given to members at least two months prior to the due date of payment.

(2) In the case of members deemed by Council to be (either) full-time students or persons of equivalent status or to have overseas staatus, the Council shall havee the power to grant a reduction in subscriptioon from year to year.

(3) In the case of members being retired from full-time employment and who have been members of the Associatiion or of the Society for such period as determined by Council, the Council shall have the ppower to grant a reduction in subscription from year to year.

(4) A member of the Associattion who is an Honorary Life Member of the Society shall not be required to pay an annuaal subscription to the Association, but shall have all privileges of membership of the Association.

(5) Annual subscriptions shall be due in advannce on 1st January of each year.

(6) A member whose annual suubscription is not paid by the end of February shall at Council discretion eiither (a) cease to be a member of the Association and shall not be re-eligible for membeership until all arrears have been paid, or (b) be suspended for a specified period from such rights and privileges of the Association as the Council may determine. However thhe Council shall have the power to cancel all or part of such arrears.

RESIGNATION

8 A member may resign fromm membership of the Association by giving notice in writing to the Secretary.

MEMBERS' LIABILITIES

9 The liability of a membeer of the Association to contribute towards the payment of the debts and liabilities of the Assocciation or the cost, charges and expenses of the winding up of the Association is limited to the amountt, if any, unpaid by the member in respect of membership as required by rule 7.

COUNCIL - POWERS AND DUTTIES

10 The Council shall be the committee of management of the Association and, subject to the Act, the Regulation and these rulles shall have the power to perform all acts and do all things necessary or desirable for promoting the objects of the Association or the proper management of the affairs of the Association.

The powers of the Counciil shall include
(a) expenditure and investment for the purposes of the Association;
(b) the preparation and issuue of publications of the Association;
(c) the making, amending, suspending or repealing of regulations which are not incconsistent with these rules.

SUBCOMMITTEES

11 (1) The Council may by instrrument in writing, delegate to one or more sub-committees (consisting of such members of the Association as the Council thinks fit) the exercise of such functions of the Council as are specified in the instrument, other than

(a) this power of delegationn; and

(b) a function which is a duuty imposed on the Council by the Act or by any other law.

(2) A function the exercise of which has been delegated to a sub-committee under this rule maay, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of delegation.

(3) A delegation under this section may be made subject to such conditions and limitations as to the exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the instrumment of delegation.

(4) Notwithstanding any deleegation under this rule, the Council may continue to exercise any function delegated.

(5) Any act or thing done orr 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 had it been done or suffered by the Council.

(6) The Council may, by insttrument in writing, revoke wholly or in part any delegation under this rule.

COUNCIL MEMBERSHIP

12 (1) The Council of the Association shall consist of the office-bearers of the Association and seven further members.

(2) The office-bearers of the Association shall consist of the President, the Past-Pressident, the Treasurer, the Secretaryy, and the Assistant Secretary.

(3) The President and the other members of Council (other than the Past-President) shall be elected annually, and shhall hold office from the conclusion of the Annual General Meeting next following their eleection to the conclusion of the next Annual General Meeting.

(4) The Past President shalll be the immediately preceding President of the Association, or if that person is no longer a member of the Association the member most recently having held the office of President.

(5) In the event of a casuall vacancy occurring in the membership of the Council, the Council may appoint a member of the Association to fill the vacancy and the member so appointed shall hold office, subjeect to these rules, until the conclusion of the Annual General Meeting next following the date of appointment.

(6) In the event of a casuall vacancy occurring in the office of President of the Association, the Council shall appoint a member of Council to fill the vacancy and the member so appointed shall hold office, subjeect to these rules, until the conclusion of the Annual General Meeting next following the date of appointment.

ELECTION TO COUNCIL

13 (1) Nominations of candidates for election as President or as a member of Council (other than Past-President) shall bbe received in writing by the Secretary on or before 31st October. Such nominations shall bbe signed by at least two members of the Association, and shall be accompanied by the writtten consent of the candidate.

(2) If insufficient nominatiions are received to fill all vacancies, the candidates nominated shall be deemed to be elected and any further vacant positions remaining shall be deemed to be casual vacancies.

(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.

(4) If the number of nominations received exceeds the number of vacancies to be filled, a postal ballot of all members of the Association shall be conducted, within six weeks from the date on which nominations cloosed, by a returning officer appointed by the Council and acting under the direction of tthe Council. Members of the Association may vote for as many candidates as there are vacancies. Those elected will be those receiving the highest total number of votes. The returning officer shall report the result of the ballot to the President.

TERMS OF OFFICE

14 (1) No member shall hold the office of President for more than two consecutive years.

(2) No member of Council shall serve for more than four consecutive years. Years spent as an office-bearer shall be eexcluded in determining this period of four consecutive years, but shall not be considered as breeaking the sequence. Membership for part of a year shall count as membership for the year in application of this rule.

PUBLIC OFFICER

15 The Public Officer of thhe Association shall be the Secretary, or if the Secretary is not eligible, Council shall appoint a member of the Association as Public Officer.

ELECTION OF OFFICE-BEAREERS

16 (1) As soon as possible after its term of office commences, the Council shall elect the Treasurer, the Secretary, and the Assistant Secretary from among its members.

(2) In the event of a casuall vacancy occurring in the office of Treasurer, Secretary or Assistant Secretary, the Council sshall appoint a member of the Council to fill the vacancy and the member so appointed shall hold office, subject to these rules, until the conclusion of the Annual General Meeting nnext following the date of appointment.

CASUAL VACANCIES

17 For the purposes of these rules, a casual vacancy in the office of a member of the Council occurs if the member

(a) dies;
(b) becomes an insolvent undder administration within the meaning of the Companies (New South Wales) Code;
(c) becomes of unsound mind;
(d) resigns office in writinng given to the Council
(e) ceases to be a member of the Association
(f) fails to pay all arrearss of subscription within fourteen days after receipt of anotice in writing signed by the Treasurer stating that the subscription is in arrears;
(g) is absent without consent of the Council from two or more consecutive meetings of the Council.

PRESIDING MEMBER

18 (1) The President, or in thee President's absence, the Past President, shall preside as chairperson at each meetting of the Council and each general meeting of the Association. If

the President and Past President are absent, a member of Council elected by the members present shall preside ass chairperson at the meeting.

(2) In the case of an equaliity of votes on a question at a meeting of Council or at a general meeting of the Associatiion, the chairperson is entitled to have a second or casting vote.

SECRETARY

19 The Secretary shall, undder the direction of the Council and with the assistance of the Assistant Secretary, conduct the ccorrespondence of the Association, keep a record of the proceedings at all meetings of the Associattion and Council, and issue and receive all requisite notices. The Secretary shall be responsible for maintaining the register of members of the Association.

TREASURER

20 The Treasurer shall

(a) receive all moneys due tto the Association and deposit them in a financial institution or institutions approved byy the Council;

(b) under the direction of tthe Council, pay all moneys owing by the Association; such payments shall be made by cheque,, which must be signed by any two of the President, Treasurer, Secretary and one other member of the Council appointed by the Council;

(c) invest moneys of the Association not required to meet current expenditure in such manner as the Council shall dirrect; and

(d) keep proper books of accounts of receipts and payments and prepare a summary of accounts for each financcial year for inclusion in the Council's annual report.

MEETINGS OF COUNCIL

21 (1) The Secretary shall givee oral or written notice of a meeting of the Council to each member at least 48 hours (or suchh other period as may be unanimously agreed by the members of the Council) before the time appointed for the meeting.

(2) Notice of a meeting shalll specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the Counccil members present unanimously agree to treat as urgent business.

(3) Any six members of the Council constitute a quorum for the transaction of the business of a meeting of the Council.

22 The Annual General Meetiing of the Association shall beheld on a day in March tto be determined each year by the Councill. The business of this meeting shall be

(a) to confirm the minutes oof the last preceding Annual General Meeting and of any Special General Meeting held sinnce that meeting;

(b) to receive and discuss aa report from Council on the activities of the Association during the last preceding financial year and the summary of the Treasurer's accounts for the last preceding year, togetherr with the Auditors' report thereon;

(c) to appoint auditors to hholdoffice until the next AAnnual General Meeting;

(d) to discuss questions relating to the structure and management of the Association and of the Society; and

(e) at the discretion of thee Council, to hear reports in subjects of interest to the Association.

Guests may be admitted tto all Annual General Meetings.

ORDINARY GENERAL MEETINGGS

23 Ordinary General Meetinggs of the Association shall be held at such times as the Council shall direct. The business at such meetings may include the reading and discussion of papers, letters, and reports on subjects of interest to the Association. Guests may be admitted to all Ordinary General Meetings.

SPECIAL GENERAL MEETINGSS - CALLING OF

24 (1) The Council may, wheneveer it thinks fit, convene a Special General Meeting of the Association;

(2) The Council shall withinn sixty days after the receipt by the Secretary of a written request by at least twenty members speecifying the purpose or purposes of the meeting and resolutions to be moved, convene a Speccial General Meeting of the Association.

SPECIAL RESOLUTION

25 A resolution of the Assoociation is a special resolution if it is passed by a majority of not less than two-thirds of the memberrs of the Association as, being entitled under these rules so to do, vote in person at a Special or AAnnual General Meeting of which not less than 28 days written notice specifying the intentionn to propose the resolution as a special resolution was given in accordance with these rules.

NOTICE

26 (1) Where the nature of the business proposed to be dealt with at a Geeneral Meeting requires a special resolution, the Secretary shall, at least 28 days before the date fixed for the meeting, cause notice to be sent in writing to each member specifying the place, date and time of the meeting, the nature of tthe proposed business to be transacted at the meeting and the special resolutions to bbe moved.

(2) For the Annual General MMeetings at which no special resolution is proposed, the Secretary shall give members at leeast 14 days written notice of the meeting.

(3) For general meetings other than those in clauses (1) or (2) the Secretary shall give members at least 7 days written notice of the meeting, or such other notice as shall be directed by the Council.

PROCEDURE

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

NOTICES

28 (1) For the purposes of thesse rules, a notice may be served by or on behalf of the Association upon any member either ppersonally, or by sending it by post, electronic mail, or facsimile to the member at the postal address, electronic mail address or facsimile number as recorded for the member in the register of members.

(2) Where a document is sentt to a person by properly addressing, prepaying and posting to the person a letter containiing the document, the document shall, unless the contrary is proved, be deemed for the purposses of these rules to have been served on the person at the time at which the letter would hhave been delivered in the ordinary course of post.

INCOME AND PROPERTY

29 (1) The funds of the Association shall be derived from annual subscriptions of members, donations and, subject tto any resolution passed by the Association in general meeting, such other sources as the Council determines.

(2) All money received by thhe Association shall be deposited as soon as practicable and without deduction to the credit of an account of the Association in a financial institution.

(3) The assets and income off the Association shall be applied solely in furtherance of its above mentioned objectives, annd no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of thhe association.

(4) All cheques, drafts, billls of exchange, promissory notes and other negotiable instruments shall be signed by any ttwo of the President, Treasurer, Secretary and one other member of the Council appointed byy the Council.

AUDITORS

30 (1) At the Annual General Meeeting, the members of the Association shall elect two Auditors, at least one of whom shall not be a member of the Council. Such Auditors shall hold office until the next Annual General Meeting and shall be eligible for re-election.

(2) The Auditors shall audit the Treasurer's accounts, and shall make a report thereon to the Council.

ALTERATION OF OBJECTS ANND RULES

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

DISSOLUTION

32 (1) The Association shall bee dissolved at any meeting of the Association provided that notice of the proposed resolution has been sent to each member of the Association at least twelve weeks before the date of the meeting, and provided that at least two-thirds of the members of the Association votinng in person or by proxy in favour of such dissolution.

(2) If the Association shoulld be wound up or dissolved, any assets remaining after the satisfaction of all its debts and liaabilities shall be given or transferred to some society (or societies) which is a (are) non-profit organisation(s) and has (have) objects similar or in part similar to the objects of the Association .

RESOLUTION OF INTERNAL DISPUTES

33 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.

DISCIPLINING OF MEMBERS

34 (1) A complaint may be made by any member of the Association that some other member of the Association:

(a) has persistently rrefused or neglected to comply with a provision or provisions of these rules; or

(b) has persistently aand wilfully acted in a manner prejudicial to the interests of the Association.

(2) On receiving such a compplaint, the Council

(a) must cause notice of the complaint to be served on the member concerned; and

(b) must give the membber at least 14 days from the time the notice is served within which to make submissions to the Council in connection with the complaint; and

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

(3) The Council may, by resolution, expel the member from the Association or suspend the member from such rights and privileges of membership of the Association as the Council may determine for a specified period 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.

(4) If the Council expels orr 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 Couuncil for having taken that action and of the member's right of appeal under rule 35.

(5) The expulsion or suspension does not take effect:

(a) until the expiration of the period within which the member is entitled to appeall against the resolution concernedd; or

(b) if within that period thhe member exercises the right of appeal, unless and until the Association confirms thee resolution under rule 35 (4), whichever is the later.

RIGHT OF APPEAL OF DISCIIPLINED MEMBER

35 (1) A member maay appeal to the Association against a resolution of the Council under rule 34, within 7 days of notice of the resolution being served on the member, by lodging with the Secretary a notice to thhat effect.

(2) The notice may, but needd not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.

(3) On receipt of a notice from a member under clause (1), the Secretary must notify the Council, which is to connvene a general meeting of the Association to be held within 28 days after the date on which the Secretary received the notice.

(4) At a general meeting of the Association convened under clause (3):

(a) no business other than the question of the appeal is to be transacted; and

(b) the Council and thhe member must be given the opportunity to state their respective cases orally or in writing, orr both; and

(c) the members presennt are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(5) If at the general meetinng the Association passes a special resolution in favour of confirmation of the resolution, the resolution is confirmed.

REMOVAL OF MEMBER OF COUNCIL

36 (1) The Association may by sspecial resolution remove any member of the Council from the office of member of Council before the expiration of the member's term of office and may by special resolution apppoint another person to hold office until the expiration of the term of office of the member so removed.

(2) If a member of the Council to whom a proposed resolution referred to in clause (1) relates makes representations inn writing to the Secretary or President (not exceeding a reasonable length) and requests thhat the representations be notified to the members of the Association, the Secretary or the Preesident may send a copy of the representations to each member of the Association or if thhe representations are not so sent, the member is entitled to require that the representationss be read out at the meeting at which the resolution is considered.

VOTING

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

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

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

(4) A member or proxy is nott entitled to vote at any general meeting of the Association unless all money due and payablle by the member or proxy to the Association has been paid, other than the amount of the aannual subscription payable in respect of the then current year.

APPOINTMENT OF PROXIES

38 (1) Each member is to be entitled to appoint another membber as proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

(2) The notice appointing thhe proxy is to be in the form set out in Appendix 1 to these rules.

APPENDIX 1

FORM OF APPOINTMENT OF PROXY

I...…………………
(full name)

of...…………………………
(address)

being a member of the Sttatistical Society of Australia New South Wales Branch Inc

hereby appoint...…………………

of..…………………
(address)

being a member of the Sttatistical Society of Australia New South Wales Branch Inc, as my proxy to vote for me on my behalf at the geneeral meeting of the Statistical Society of Australia New South Wales Branch Inc (annual general meeting or speciial general meeting, as the case may be) to be held on the

………………5………………. day of ………………….. 19……….. and at any adjournment of that meeting.

* My proxy is authorised to vote in favour of/against (delete as appropriate) the resolution (insert details).

** To be inserted if desired.*

....
Signature of member appoointing proxy

Date............................

NOTE: A proxy vote may not be given to a person who is not a member of the association.