



**PROBUS CLUB OF \_\_\_\_ NORTH RYDE COMBINED PROBUS CLUB INC. \_\_\_\_**  
**STANDING RESOLUTIONS**

1. The Club will be managed by a Management Committee ("Committee") comprising a President, one or more Vice-Presidents, a Secretary, a Treasurer and such other members of the Committee as may be decided from time to time. (Constitution clause 7.(a)).
2. Nominations for election to the Committee will require a proposer and seconder by two Voting Members of the Club. (Constitution clause 8.(b))
3. The maximum number of consecutive terms for which a **President** and **Treasurer** may serve in the same role is **2** terms unless otherwise approved in a General Meeting of members. (Constitution clause 8.(l)).
4. The Club will meet monthly at **10 am** on the **3<sup>rd</sup> Thursday** of each month, except **for December**, at **North Ryde RSL Club Ltd.** (Constitution clause 12.(a))
5. In relation to Committee meetings, at least **7 days'** notice must be given to Committee members. (Constitution clause 7.(j)). The Committee shall meet on the Friday prior to the General Meeting of each month unless another day is nominated by agreement with the President. (Constitution clause 7. (j)). Any person appointed to a role pursuant to Clause 7. (i) of the Constitution may attend Committee Meetings and participate in discussions but is not entitled to vote.
6. The annual subscription will be **\$85.00** and is payable by members by 31 March each year. The joining fee payable by new members will be **\$25.00**. (Constitution clause 14. (a))
7. The maximum number of Ordinary Members of the Club will be **150**. (Constitution clause 5. (f))
8. There will be no more than **1** Honorary Member at any one time. (Constitution clause 5. (g)).
9. There will be no more than **2** Life Members at any one time with each Life Member being conferred not less than 5 years apart. (Constitution clause 5. (h)). Life membership was conferred upon – **Graham Jones**  
**(Date of adoption) GM 2016-02-18**
10. The Treasurer will submit financial reports to each general meeting and Committee Meeting. (Constitution clause 10. (b)).
11. The Public Officer shall be appointed by the Committee. (Constitution clause 11).
12. The Immediate Past President is an ex officio member of the Committee by virtue of his or her past service as President with voting rights.

13. The Committee is authorised to appoint assistants to any of the positions on the Committee or any Sub-Committee. Assistants are not sitting members of the Committee and are not entitled to vote. However, if an assistant is acting for a member of the Committee in his or her absence, then the assistant will have one vote.
14. The President, Vice President, Treasurer and Assistant Treasurer, are the authorised signatories on the Club's bank account(s), including Electronic Funds Transfers, provided always that any two of these signatories authorise such transactions.
15. The Committee will ensure that the Club's annual financial statements will be certified, reviewed or audited if there is a legislative requirement to do so.
16. Visitors may attend a maximum of 3 meetings and/or activities of the Club. If a person continues to attend meetings and/or activities beyond this protocol, that person will be classified as a non-member and the Club will be required to pay the non-member capitation fee to PSPL.
17. Members are expected to attend **9** of the Club's monthly meetings in any calendar year, subject to any leave of absence being granted by the Committee.
18. The Committee may grant a member leave of absence for a specified period on such conditions as it considers appropriate.
19. The Club will maintain a waiting list protocol as follows:
  - (a) the maximum number of persons on the waiting list will be **10**.
  - (b) an expression of interest to join the Club will be recorded on the waiting list by date.
  - (c) a membership application form will only be offered to a person on the waiting list when a vacancy becomes available.
  - (d) monies will only be received or accepted from a person on the waiting list when an application for membership has been approved by the Committee.
  - (e) persons on the waiting list may attend Club meetings and/or activities in accordance with the Club's protocol for visitors.
20. The Committee will ascertain and inform members of the payment requirements and refund policy of each service provider to whom money is payable by members.
21. The Club will have regard to those provisions of the Risk Management and Privacy Policies published by PSPL as applicable to the Club from time to time.
22. The Committee must notify PSPL of changes to the Club's membership as they occur. In the case of new members, any pro rata capitation fees will be paid to PSPL at the earliest opportunity.
23. Provided 14 days' written notice has been given, these Standing Resolutions may be amended at any general meeting of the Club, a quorum being present, by a simple majority vote of those members present and voting. (Constitution clause 25. (a))