



**STANDING RESOLUTIONS  
OF THE  
PROBUS CLUB OF SYDNEY INC.**

1. The Club shall be managed by a set of Standing Resolutions adopted by Special Resolution.
2. The Club shall be managed by a **Management Committee** (hereinafter called '**The Committee**'), comprising of a President, Vice-President, Secretary, Treasurer, and up to 8 additional **Committee Members** to be responsible for Club Services, Guest Speakers, Membership, Club, Bulletin & Publicity, Welfare, Web Site and such other activities as may be decided from time to time by the Club.
3. (a) The Secretary is authorised to act as the Probust Liaison Officer (with email access to allow communication with Probust Centre – South Pacific) ('PCSP').  
  
(b) The Treasurer (and any person for the time being authorized by the Committee as acting Treasurer) is authorized to use Electronic Funds Transfer (EFT) banking system including direct payments via BPAY, or 'pay anyone' facilities from any Club bank account for the purposes of the Club.
4. The Club shall meet monthly at 10.00 am on the first Tuesday of each month (except in January when no meeting is held and in November when the meeting is held on the first Wednesday) at the Union, Universities and Schools Club at 25 Bent Street, Sydney.
5. The Club may meet at another time, on another day, or at another venue by decision of the Committee as approved by an Ordinary Resolution.
6. The maximum membership of the Club shall be 140.
7. The Committee shall annually account for the number of NON MEMBERS regularly attending Club meetings and/or activities outside the Club's protocol for visitors' attendance. Such persons shall include: Wives, partners, widows/widowers of deceased members, associates and affiliates. Exemption - no count or fee applies for carers.
8. The Committee shall annually include a budget allocation for payment of NON MEMBER fees and authorise the Treasurer to remit the annual fee payment to PCSP on behalf of the Club
9. The Committee shall deal with admission of new members as follows:
  - (1) By a written nomination in the form approved by the Committee, any current member may nominate, and another member may second, an eligible person as a prospective member of the Club.
  - (2) If there is a vacancy, the Committee may resolve to accept the nomination and admit the prospective member as a member of the Club, or may reject the nomination. In the event of rejection the Committee may not be required to provide reasons for its decision.
  - (3) If there is no vacancy, the Committee will place the name of the person so nominated on a waiting list and will consider the nomination at such time as a vacancy arises.
  - (4) No monies shall be received or accepted from a person on the waiting list until such time as the nomination for membership has been approved by the Committee.
  - (5) Those persons included on the waiting list must meet the requirements of attendance under the protocol set for visitors.
10. Visitors may attend a maximum of two meetings of the Club.
11. The Club shall operate under a Privacy Policy in accordance with the Privacy Act.
12. The Club shall operate under a Tours & Refund Policy.
13. The Club shall operate under a Risk Management Policy.

14. The Secretary is the Public Officer of the Club.
15. The subscription payable by members shall be \$110.00 per annum which will be reviewed at the Annual General Meeting.
16. The joining fee payable by a member on admission to the Club shall be \$100 which will be reviewed at the Annual General Meeting.
17. There shall not be more than 5 Life Members at any one time. Life membership may be conferred upon a member who has rendered outstanding service to the club. Nominations shall be submitted in writing to the Committee for consideration, and if approved, referred to the next general meeting of the Club for confirmation. Life Members shall enjoy all membership privileges and shall not be expected to pay annual fees.
18. The Committee shall provide Probus Centre annually with the Club's membership list in accordance with accreditation requirements set by Probus Centre – South Pacific Inc.
19. These Standing Resolutions, excluding those provisions related to the Annual General Meeting, may be amended only by a Special Resolution.

Members resolved to formally adopt the above Standing Resolutions numbered 1-19 by Special Resolution at a General Meeting held on Tuesday 6<sup>th</sup> December 2011.

Signed \_\_\_\_\_  
Les Anderson  
President

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Ron Ferguson  
Secretary

Date :- 14<sup>th</sup> December 2011



## SPECIAL RESOLUTIONS

Life membership shall be conferred upon .. (name)	(Date of adoption)