

By-Laws of the Hervey Bay Art Society Inc

1. OBJECTIVES OF THE SOCIETY – are to encourage appreciation of the arts through participation in seminars, teaching programmes, exhibitions, workshops and whatever other functions are considered to be advantageous to the Society's members.
2. POWERS OF THE SOCIETY – are many and varied including its right to raise finance by annual subscriptions, functions and all other legal means covered by its constitution.
3. MEMBERSHIP OF THE SOCIETY – shall consist of: members, life members, honorary members, social members or any other specific type of membership which may be necessary to provide for members continuing welfare. Members shall not be limited in numbers. Every member, except those categories of membership specifically listed below, shall pay a subscription fee in advance at the beginning of the Society's normal financial year – July 1st to June 30th.
4. APPLICATIONS FOR MEMBERSHIP – must be in writing on the prescribed form and bear the signatures of two financial members before being submitted to the Management Committee for approval or rejection.
5. LIFE MEMBERS – shall not exceed six at any time.

A minimum of ten consecutive years of membership is a pre-requisite for Life Membership. No annual subscription fees are applicable to Life Members.

Nomination for Life Membership must be made on the Nomination for Life Membership form available from the secretary who will also provide a copy of the Policies & Procedures document relating to the conferring of Life Membership. Members proposed for Life Membership must meet all of the criteria listed on the form.

The form must be submitted to the secretary at least one week prior to the last General Meeting held before the next Annual General Meeting. When considering a nomination for Life Membership, the Management Committee must follow the procedures set down in the Society's Policies & Procedures – Life Membership document.

The awarding of Life Membership as a member will be announced by the President at the next AGM.

6. HONORARY MEMBERS – shall not exceed five at any time.

No annual subscription fees are applicable to Honorary Members. Honorary Members have no voting rights.

Nomination for Honorary Membership must be submitted using the Nomination for Honorary Membership Form which is available from the secretary. The completed form must be returned to the secretary one month before the Annual General Meeting.

Conferring Honorary Membership shall be approved by a majority of the members present at an Annual General Meeting.

Honorary Membership shall be for one year but Honorary Members may be nominated and approved for another year at any Annual General Meeting.

7. SOCIAL MEMBERS – shall be the husband, wife, partner or friend of any financial member.

Each financial member is limited to proposing only one Social Member.

Social Members may be invited to attend or participate at specific social functions and meetings of the Society's members from time to time.

Social Members have no voting rights but may be requested to speak on any matter which may offer advantage to the Society or its members.

Nomination for Social Membership can be proposed at any General Meeting and passed by a majority of the members present.

8. NON-FINANCIAL MEMBERS. A member is deemed to be un-financial if annual subscription fees are not paid within two months after 30th June each year. All privileges are withdrawn from non-financial members. Non-financial members must be re-nominated for further admission to the Society.
9. ADMISSION OR REJECTION – of a proposed member shall be deemed only by the Management Committee.
10. RESIGNATION OF A MEMBER – from the Society must be in writing and submitted to the Secretary.
11. TERMINATION OF MEMBERSHIP – is automatic when arrears of membership fees exceed two months. Membership is also terminated when:
 - A member is convicted of an indictable offence.
 - A member behaves in a manner considered by the Management Committee to be injurious to the Society's interests.
12. RIGHT OF APPEAL – is applicable to any person whose application for membership has been rejected or whose membership has been terminated. Any such appeal must be lodged within one of the date of rejection or termination. Appeals shall be determined at a Special General Meeting.
13. REFUND OF FEES – shall only be considered on a pro-rata basis where extenuating circumstances exist. Application for any such specific refund must be approved by the Management Committee.
14. MANAGEMENT COMMITTEE – consists of the President, Vice-President, Secretary, and Treasurer. These positions are elected at the Annual General Meeting.

Management Committee members may be re-elected to serve several terms.

The elected Management Committee members may appoint other members to join the Management Committee.

If the President ceases to be a member of the Management Committee for whatever reason then either the Vice-President shall assume the position of President or a Special General Meeting shall be held as soon as possible to elect another President.

15. ELECTION TO MANAGEMENT COMMITTEE – will result from nomination of a member or members by any two financial members and subsequent election at an Annual General Meeting.

Nominations must be made on the nomination form currently in use for that purpose which the secretary will make available two months prior to the Annual General Meeting. Completed forms, properly completed with the signatures of the candidate, proposer and seconder, must be returned to the secretary no later than one week prior to the Annual General Meeting.

Only the members present at the Annual General Meeting can vote. Voting is by show of hands when there is only one candidate for a position. When there are two or more candidates for a position, voting will be by secret ballot using voting forms prepared for that specific purpose prior to the meeting. In this situation, the candidates should be given the opportunity to address the members present.

16. MEETINGS OF THE MANAGEMENT COMMITTEE – are generally held on the third Friday of each month but under certain circumstances this may be varied by the Secretary with the approval of the President.
17. GENERAL MEETINGS – of the Society are held on the third Monday of each alternate month, starting in July, then September, November, January, March, and May.
18. RENTAL OF PREMISES AND PROPERTY – is subject to approval by the Management Committee. Rental and hiring fees shall be determined by the Management Committee.
19. AMENDMENT OF BY-LAWS. In order to advantage the Society in some way, the above By-Laws may be deleted, altered or added to by submitting a Resolution to Change the By-Laws, moved and seconded by financial members, to the secretary one month prior to the Annual General Meeting. The resolution must, without delay, be placed on display in a prominent place with a copy of the current By-Laws.

A resolution to change the By-Laws must be passed by two thirds of the members present at an Annual General Meeting.

By-Laws updated at AGM 15 October 2014.