



Abridged version Of the
RULES
(Constitution)
of the
Caboolture Regional Car Club (CRCC)
Incorporated

2025 version.

Approved by
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Date: 17/06/2025

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CABOOLTURE REGIONAL CAR CLUB INC **RULES OF INCORPORATED ASSOCIATION**

Preamble. This abridged version of the CRCC Constitution is by no means the full version. Its intention is to provide a shortened list of the Rules to enable members quick reference to the most pertinent sections of the Constitution needed and to enable a smooth and harmonious operation of the club. For more information, please refer to the full version of the Constitution to be found on the Club's website.

1. Interpretation

See full Constitution.

2. Name

- (1) Caboolture Regional Car Club Inc. ***(The Association)***.

3. Objects

- (1) The objects of The Association are:
 - (a) Promotion, preservation and restoration of any car, stock or modified condition.
 - (b) To organise and promote car runs, outings, social and motoring events.
 - (c) To assist members by the exchange of information and assistance, in the acquisition and restoration and maintenance of such vehicles.
 - (d) To promote inter-club relations between members of other car clubs by holding functions in association with these clubs.

4. Powers

See full Constitution.

5. Classes of Members

(a) Ordinary.

- (b) **Associate.** (spouse/partner or family member of a financial Ordinary member) Has no voting rights. Cannot be nominated or appointed to the committee unless they obtain an ordinary membership at the time of nomination.

- (c) **Life.** The committee may award a life membership to a financial member after 10 years of continuous membership and for outstanding and conspicuous service or contribution to The Association.

6. New Membership

- (1) An applicant for membership of The Association must be proposed by one member of The Association (the proposer) and seconded by another member (the seconder).
- (2) An application for membership must be:
 - (a) in writing; and
 - (b) signed by the applicant and the applicant's proposer and seconder; and
 - (c) on the committee-approved membership application form.

7. Membership Fees

- (1) Renewals are due by the 30th June each year.

8. Admission and Rejection of New Members

- (1) The committee reserves the right to reject a membership application or a membership renewal.

9. When Membership Ends

- (1) A member may resign from The Association by giving a written notice of resignation to the secretary. The committee may terminate a life membership or a member's membership if the member:
 - (a) is convicted of an indictable offence; or
 - (b) does not comply with any of the provisions of these Rules; or
 - (c) has membership fees in arrears for at least two (2) months; or
 - (d) conducts himself or herself in a way considered to be injurious or prejudicial to the character or interests of a member or of The Association.

- (e) When a membership fee has been in arrears beyond two (2) months, the member is deemed to be no longer a member of The Association.

10. Appeal against Rejection or Termination of Membership

See full Constitution.

11. General Meeting to Decide Appeal

See full Constitution.

12. Register of Members

See full Constitution.

13. Prohibition on use of Information on Register of Members

See Constitution

14. Appointment or Election of Secretary

See full Constitution.

15. Removal of Secretary

See full Constitution.

16. Functions of Secretary

See full Constitution.

17. Membership of Committee

See full Constitution.

18. Electing the Committee

- (1) A member of the committee may only be elected as follows:
 - (a) any two (2) members of The Association may nominate another member (the candidate) to serve as a member of the committee.
 - (b) the nomination:
 - (i) may be in writing; and
 - (ii) must signed by the candidate and the members who nominated him or her; and
 - (iii) received by the secretary before the annual general meeting at which the election is to be held;
 - (c) each member of The Association present and eligible to vote at the annual general meeting may vote for one (1) candidate for each vacant position on the committee.
 - (d) nominations may also be taken from the floor of the meeting.
- (2) A person may be a candidate only if the person:
 - (a) is an adult; and
 - (b) has been a continuous financial member for not less than 12 months; or
 - (c) is not ineligible to be elected as a member under Section 61A of the Act.
- (3) If required by the committee, balloting lists must be prepared containing the names of the candidates in alphabetical order.
- (4) The committee must ensure that, before a candidate is elected as a member of the committee, the candidate is advised:
 - (a) whether or not The Association has public liability insurance; and
 - (b) if The Association has public liability insurance; the name of the underwriter and the insured amount.

19. Resignation, Removal or Vacation of Office of Committee Member

See full Constitution.

20. Vacancies on Committee

See full Constitution.

21. Functions of Committee

See full Constitution.

22. Meetings of Committee

See full Constitution.

23. Quorum for, and Adjournment of, Committee Meeting

See full Constitution.

24. Special Meeting of Committee

See full Constitution.

25. Minutes of Committee Meetings

See full Constitution.

26. Appointment of Sub-Committees

(1) Sub-committees are usually made up of at least one committee member and the rest ordinary members. See full Constitution for more information.

27. Acts not Affected by Defects or Disqualifications

See full Constitution.

28. Resolutions of Committee Without Meeting

See full Constitution.

29. First Annual General Meeting

See full Constitution.

30. Subsequent Annual General Meetings

See full Constitution.

31. Notice of General Meeting

See full Constitution. Usually, General Meetings are held on the first Wednesday of the month except for January.

32. Quorum for, and Adjournment of, General Meeting

See full Constitution.

33. Procedure at General Meeting

- (1) A member may take part and vote in a general meeting in person, by proxy, by attorney or by using any technology that reasonably allows the member to hear and take part in discussions as they happen.
- (2) A member who participates in a meeting as mentioned in Sub-Rule (1) is taken to be present at the meeting.
- (3) At each general meeting:
 - (a) the president is to preside as chairperson; and
 - (b) if there is no president or if the president is not present within 15 minutes after the time fixed for the meeting or is unwilling to act, the members present must elect one (1) of their number to be chairperson of the meeting; and
 - (c) the chairperson must conduct the meeting in a proper and orderly way.

34. Voting at General Meeting

- (1) At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.
- (2) Each member present and eligible to vote is entitled to one (1) vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.
- (3) A member is not entitled to vote at a general meeting if the member's annual subscription is in arrears at the date of the meeting.
- (4) The method of voting is to be decided by the committee.

- (5) However, if at least 20% of the members present demand a secret ballot, voting must be by secret ballot.
- (6) If a secret ballot is held, the chairperson must appoint two (2) members to conduct the secret ballot in the way the chairperson decides.
- (7) The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

35. Special General Meeting

See full Constitution.

36. Proxies

- (1) An instrument appointing a proxy must be in writing and be in the following or similar form:

Proxy Form

Caboolture Reginal Car Club Inc.

I..... of

Being a life/financial member of The Association, appoint

of as my proxy to vote for me on my behalf at the (Annual) General Meeting of The Association, to be

held on the day of20

at any adjournment of the meeting.

Signed this day of20

Signature

This form is to be used *in favour of/*against [*strike out whichever is not wanted*] the following resolutions: [*List relevant resolutions*].

Signature:

37. Minutes of General Meetings

- (1) The secretary must ensure full and accurate Minutes of all questions, matters, resolutions and other proceedings of each general meeting are entered in a minute book or in an approved electronic format.

38. By-Laws

- (1) The committee may make, amend or repeal By-Laws, not inconsistent with these Rules, for the internal management of The Association.
- (2) A By-Law may be set aside by a vote of members at a general meeting of The Association.

39. Alteration of Rules

- (1) Subject to the Act, these Rules may be amended, repealed or added to by a special resolution carried at a general meeting.
- (2) However, an amendment, repeal or addition is valid only if it is registered by the chief executive.

40. Common Seal

See full Constitution.

41. Funds and Accounts

See full Constitution.

42. General Financial Matters

See full Constitution. In general, all financial matters are reported on at a General Meeting.

43. Safe Custody of Documents

- (1) The committee must ensure the safe custody of books, documents, instruments of title and securities of The Association.

44. Financial Year

- (1) The end date of The Association's financial year is the 30th of June in each year.

45. Distribution of Surplus Assets (Property) to Another Entity

See full Constitution.

46. Grievance Procedure

See full Constitution.