

CONSTITUTION OF (ABIQ) AUTISM BEHAVIOURAL INTERVENTION QUEENSLAND INCORPORATED

NAME

1. The name of the incorporated association shall be (ABIQ) Autism Behavioural Intervention Queensland Incorporated (in these rules called “the Association”).

OBJECTS

2. The principal objects for which the Association is established are:
 - (a) To increase the number of Applied Behavioural Analysis (ABA) Clinical Directors, Program Supervisors, and Tutors. To ensure ABA programs are made more accessible for families.
 - (b) To assist and provide support for autistic children to integrate into a regular school environment after a period of intensive Applied Behavioural Analysis (ABA) therapy, depending on the child's readiness.
 - (c) To support and train parents to assist them in carrying out programs and activities at home for autistic children so as to provide continuity between home and school.
 - (d) To provide and train staff, including teachers and "shadows" to conduct the programs to help the autistic child reach his or her maximum potential.
 - (e) To encourage a team working environment for all concerned in the development of the autistic child.
 - (f) To recognise the need and provide for close links with the existing education system to facilitate the integration of children with Autism, and to encourage and assist the interaction of ABA tutors with teachers and other care providers.
 - (g) To promote, assist and contribute to research programs with organisations with objects consistent with the objects for which this Association is established.
 - (h) To liaise and consult with any other organisation possessing like aims and objects.
 - (i) To do all such things as are incidental or conducive to the attainment of these objects.

POWERS

3. The powers of the Association are as follows:
 - (a) To deal with the funds and other assets and the liabilities of the Association as it sees fit.

- (b) To subscribe to, become a member of and co-ordinate with any other association, association or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Association provided that the Association shall not subscribe to or support with its funds any association, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association under or by virtue of Rule 3 1.
- (c) In furtherance of the objects of the Association to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Association or persons frequenting the Association's premises.
- (d) To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes of, or capable of being conveniently used in connection with, any of the objects of the Association and in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts.
- (e) To enter into any arrangements with any Government or authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association; to obtain from any such Government or authority any rights, privileges and concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- (f) To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Association.
- (g) To remunerate any person or body corporate or unincorporated for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the incorporated association, or in or about the Association or in the furtherance of its objects.
- (h) To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Association's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, carrying out, alteration or control thereof.
- (i) To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit.
- (j) To take, or otherwise acquire, and hold shares, debentures or other securities or interests of any company or body corporate or unincorporated.

- (k) In furtherance of the objects of the Association to lend and advance money or give credit to any person or body corporate or unincorporated; to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate or unincorporated, and otherwise to assist any person or body corporate or unincorporated.
- (l) To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage charge, lien or other security upon the whole or any part of the Association's property or assets present or future and to purchase, redeem or pay-off any such securities(m) to draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.
- (m) In furtherance of the objects of the Association to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association.
- (n) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchasers and others.
- (o) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Association but subject always to the proviso in Sub-rule (d).
- (p) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Association by way of donations, subscriptions or otherwise.
- (q) To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects.
- (r) In furtherance of the objects of the Association to amalgamate with any one or more incorporated association having objects altogether or in part similar to those of the Association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Association under or by virtue of Rule 31.
- (s) In furtherance of the objects of the Association to purchaser or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which the Association is authorised to amalgamate.

- (t) In furtherance of the objects of the Association to transfer all or any part of the property, assets, liabilities and engagements of the Association to any one or more of the incorporated associations with which the Association is authorised to amalgamate.
- (u) To make donations for sporting, patriotic, charitable or community purposes.
- (v) To apply for the grant of gaming machine licenses to rent, maintain, house control and derive income or to benefit from the returns from poker machines and to conduct any other form of game of chance or gambling activity permitted by law from time to time in the State of Queensland.
- (w) To establish reciprocal relationships and rights with any other association, organisation or association.
- (x) To apply for licenses under the Liquor Act.
- (y) To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.
- (aa) The Association may take over the funds and other assets and liabilities of the present unincorporated association known as "Autism Behavioural Intervention Queensland.
- (bb) The Association has, in the exercise of its affairs, all the powers of an individual.

CLASSES OF MEMBERS

4.

- (a) The membership of the Association shall consist of ordinary members.
- (b) The number of ordinary members shall be unlimited.

MEMBERSHIP

5.

- (a) Every person who at the date of incorporation of the association was a member of the unincorporated association and who on or before the date fixed by the management committee for the purpose, agrees in writing to become a member of the association shall be admitted by the management committee to the same class of membership of the association as that member held in the unincorporated association.
- (b) Every member of the association who previously to agreeing to become a member of the Association has paid the member's subscription on or before the date fixed by the management committee for the purpose, as a member of the unincorporated association, shall not be liable to pay any further sum by way

of annual subscription to the association for the period before the date fixed by the management committee as the date the next annual subscription becomes due.

- (c) Every applicant for any class of membership of the Association shall be proposed by one member of the Association and seconded by another.
- (d) The application for membership shall be made in writing, signed by the applicant and the applicant's proposer and seconder and shall be in such form as the Management Committee from time to time prescribes.

MEMBERSHIP FEES

6.

- (a) The membership fees for each class of membership shall be the sum as the members shall from time to time at any general meeting so determine.
- (b) The membership fees for each class of membership shall be payable at such time and in such manner as the Management Committee shall from time to time determine.
- (c) A financial member at any material time is a member who is not then indebted to the organisation in respect of annual subscription or levy or other payment whatsoever.
- (d) Only those members who are financial members at the time shall be entitled, subject to the lawful procedure of the meeting, to speak or vote upon any motion at any general meeting of the organisation.

ADMISSION AND REJECTION OF MEMBERS

7.

- (a) At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, which shall thereupon determine the admission or rejection of the applicant.
- (b) Any applicant who receives a majority of the votes of the members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a member of the class of membership applied for.
- (c) Upon the acceptance or rejection of an application for any class of membership the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.

TERMINATION OF MEMBERSHIP

8.

- (a) A member may resign from the Association at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time such notice is received by the Secretary.
- (b) If a member -
 - (i) is convicted of an indictable offence,
 - (ii) fails to comply with any of the provisions of these Rules,
 - (iii) has membership fees in arrears for a period of 12 months or more, or
 - (iv) conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the Association,the Management Committee may after consideration in accordance with this Rule terminate his membership.
- (c) The member concerned shall be given a full and fair opportunity of presenting his case and if the Management Committee resolves to terminate his membership it shall instruct the Secretary to advise the member in writing accordingly.

APPEAL AGAINST REJECTION OR TERMINATION OF MEMBERSHIP

9.

- (a) A person whose application for membership has been rejected or whose membership has been terminated may within one month of receiving written notification thereof, lodge with the Secretary written notice of his intention to appeal against the decision of the Management Committee.
- (b) Upon receipt of a notification of intention to appeal against rejection or termination of membership the Secretary shall convene, within three months of the date of receipt by the Secretary of such notice, a general meeting to determine the appeal.
- (c) At any such meeting the applicant shall be given the opportunity to fully present the applicant's case and the Management Committee or those members thereof who rejected the application for membership or terminated the membership subsequently shall likewise have the opportunity of presenting its or their case.
- (d) The appeal shall be determined by the vote of the members present at such meetings.
- (e) Where a person whose application is rejected, does not appeal against the decision of the Management Committee within the time prescribed by these

rules or so appeals but the appeal is unsuccessful, the Secretary shall forthwith refund the amount of any fee paid.

REGISTER OF MEMBERS

10.

- (a) The Management Committee shall cause a Register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the Association and the dates of their admission.
- (b) Particulars shall also be entered into the Register of deaths, resignations, terminations and reinstatement of membership and any further particulars as the Management Committee or the members at any general meeting may require from time to time.
- (c) The Register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.
- (d) The Register may be kept and maintained in a written form or a suitable computer system that is adequately maintained at all times.

MEMBERSHIP OF MANAGEMENT COMMITTEE

11.

- (a) The Management Committee of the Association shall consist of a President, Vice-President, Secretary and Treasurer, all of whom shall be members of the Association, and such number of other members as the members of the Association at any general meeting may from time to time elect or appoint.
- (b) At the annual general meeting of the Association, all the members of the Management Committee for the time being shall retire from office, but shall be eligible upon nomination for re-election.
- (c) Subject to clause 11 (d) a member of the Management Committee shall not occupy a position on the Executive Management Committee for a period greater than two consecutive years. At the expiration of two consecutive years a member of the Executive Management Committee must retire from the position held.
- (d) At the first election of the Management Committee, the below office bearers will be entitled to hold their positions for the following terms:
 - (i) The president and secretary - two years.
 - (ii) The vice president and treasurer - three years.
- (e) The election of officers and other members of the Management Committee shall take place in the following manner:

- (i) Any two members of the Association shall be at liberty to nominate any other member to serve as an officer or other member of the Management Committee.
- (ii) The nomination, which shall be in writing and signed by the member and his proposer and seconder, shall be lodged with the Secretary at least 14 days before the annual general meeting at which the election is to take place.
- (iii) A list of candidates' name in alphabetical order, with the proposers' and seconders' names shall be posted in a conspicuous place in the office or usual place of meeting of the Association for at least seven days immediately preceding the annual general meeting.
- (iv) Balloting lists shall be prepared (if necessary) containing the names of the candidates in alphabetical order, and each member present at the annual general meeting shall be entitled to vote for any member of such candidates not exceeding the number of vacancies.
- (v) Should, at the commencement of such meeting, there be an insufficient number of candidates nominated, nominations may be taken from the floor of the meeting.
- (f) Any member of the Management Committee may resign from membership of the Management Committee at any time by giving notice in writing to the Secretary but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect that later date or such member may be removed from office at a general meeting of the Association where that member shall be given the opportunity to fully present the member's case.
- (g) The question of removal shall be determined by the vote of the members present at such a general meeting.
- (h) There is no right at appeal against a member's removal from office under this section.

VACANCIES ON MANAGEMENT COMMITTEE

12.

- (a) The Management Committee shall have power at any time to appoint any member to fill any casual vacancy on the Management Committee until the next annual general meeting.
- (b) The continuing members of the Management Committee may act notwithstanding any casual vacancy in the Management Committee, but if and so long as their number is reduced below the number fixed by or pursuant to

these Rules as the necessary quorum of the Management Committee, the continuing member or members may act for the purpose of increasing the number or of summoning a general meeting of the Association, but for no other purpose.

FUNCTIONS OF THE MANAGEMENT COMMITTEE

13.

- (a) Except as otherwise provided by these Rules and subject to resolutions of the members of the Association carried at any general meeting the Management Committee -
 - (i) shall have the general control and management of the administration of the affairs, property and funds of Association, and
 - (ii) shall have authority to interpret the meaning of these Rules and any matter relating to the Association on which these Rules are silent.

14.

- (a) The Management Committee may exercise all the powers of the Association -
 - (i) to borrow or raise or secure the payment of money in such manner as the members of the Association may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Association in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities
 - (ii) to borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, with outright or as security for any debt, liability or obligation of the Association, and to provide and pay off any such securities, and
 - (iii) to invest in such manner as the members of the Association may from time to time determine.

MEETINGS OF THE MANAGEMENT COMMITTEE

15.

- (a) The Management Committee shall meet at least once every calendar month to exercise its functions, with the Management Committee deciding how a

meeting is to be called. Notice of a meeting is to be given in a way decided by the Management Committee.

- (b) A special meeting of the Management Committee shall be convened by the Secretary on the requisition in writing signed by not less than one third of the members of the Management Committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
 - (c) At every meeting of the Management Committee a simple majority of a number equal to the number of members elected and/or appointed to the Management Committee as at the close of the last general meeting of the members, shall constitute a quorum.
 - (d) Subject as previously provided in this Rule, the Management Committee may meet together and regulate its proceedings as it thinks fit provided that questions arising at any meeting of the Management Committee shall be decided by a majority of votes and in the case of equality of votes the question shall be deemed to be decided in the negative.
 - (e) A member of the Management Committee shall not vote in respect of any contract or proposed contract with the Association in which he/she has a personal or proprietary interest, or any matter arising therein, and if he/she does so vote, his/her vote shall not be counted.
18. A resolution in writing signed by all the members of the Management Committee for the time being entitled to receive a notice of meeting of the Management Committee shall be as valid and effectual as if it had been passed at a meeting of the Management Committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Management Committee.

ANNUAL GENERAL OR GENERAL MEETING

19. The first general meeting shall be held at such time not being less than one month nor more than three months after incorporation of the Association and at such place as the Management Committee may determine.
- 20.
- (a) The annual general meeting shall be held within three months of the close of the financial year.
 - (b) The business to be transacted at every annual general meeting shall be -
 - (i) the receiving of the Management Committee's report and the statement of income and expenditure, assets and liabilities and mortgages, charges and securities affecting the property of the Association for the preceding financial year.

- (ii) the receiving of the auditor's report upon the books and accounts for the preceding financial year and the presentation of the audited statement to the meeting for adoption
- (iii) the election of members of the Management Committee
- (iv) the appointment of an auditor, and
- (v) any other business of which due Notice has been given.

21. The Secretary shall convene a special general meeting within 14 days of -

- (a) being directed to do so by the Management Committee
- (b) being given a requisition in writing signed by not less than one-third of the members presently on the Management Committee or not less than the number of ordinary members of the Association which equals double the number of members presently on the Management Committee plus one, such requisition to clearly state the reasons why such special general meeting is being convened and the nature of the business to be transacted thereat, or
- (c) on being given a notice in writing of an intention to appeal against the decision of the Management Committee to reject an application for membership or to terminate the membership of any person.

22.

- (a) At any general meeting the number of members required to constitute a quorum shall be double the number of members presently on the Management Committee plus one.
- (b) No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. For the purposes of this Rule "member" includes a person attending by proxy or as representing a corporation, which is a member.
- (c) If within half an hour from the time appointed for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee or the Association, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.
- (d) The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from

which he adjournment took place. When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given in the case of an original meeting. Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

23.

- (a) The Secretary shall convene all general meetings of the Association by giving not less than 14 days notice of any such meeting to the members of the Association.
- (b) The manner by which such notice shall be given shall be determined by the Management Committee.
- (c) However, notice of any meeting convened for the purpose of hearing and determining the appeal of a member against the rejection or termination of the member's membership by the Management Committee, shall be given in writing.
- (d) Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.

24. Unless otherwise provided by these Rules, at every general meeting:

- (a) the President shall preside as Chairman, or if there is no President or if he/she is not present within 15 minutes after the time appointed for holding the meeting or is unwilling to act, the Vice-President shall be Chairman, if the Vice-President is not present or is unwilling to act then the members shall elect one of their number to be Chairman of the meeting.
- (b) the Chairman shall maintain order and conduct the meeting in a proper and orderly manner.
- (c) every question, matter or resolution shall be decided by a majority of votes of the members present
- (d) every financial member present shall be entitled to one vote and in the case of an equality of votes the chairman shall have a second or casting vote provided that no member shall be entitled to vote at any general meeting if their annual subscription is in arrears a the date of the meeting.
- (e) voting shall be by show of hands or a division of members, unless not less than one-fifth of the members present demand a ballot, in which event there shall be a secret ballot. The Chairman shall appoint two members to conduct the secret ballot in such manner as he/she shall determine and the result of the ballot as declared by the Chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded
- (f) a member may vote in person or by proxy or by attorney and on a show of hands every person present who is a member or a representative of a member

shall have one vote and in a secret ballot every member present in person or by proxy or by attorney or other duly authorised representative shall have one vote

- (g) the instrument appointing a proxy shall be in writing, in the common or usual form under the hand of the appointer or of his attorney duly authorised in writing either under seal or under the hand of an officer or attorney duly authorised. A proxy may but need not be a member of the Association. The instrument *appointing a proxy* shall be deemed to confer authority to demand or join in demanding a secret ballot
- (h) where it is desired to afford members an opportunity of voting for or against a resolution the *instrument appointing a proxy* shall be in the following form or a form as near thereto as circumstances permit:

ASSOCIATION: Autism Behaviour Intervention Queensland Incorporated

I,

of

being a member of the abovenamed Association, hereby 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 of , 19

Signature

This form is to be used *in favour of/against the resolution.

*(*Strike out whichever is not desired. (Unless otherwise instructed, the proxy may vote as he thinks fit)*

- (i) the instrument appointing a proxy shall be deposited with the Secretary prior to the commencement of any meeting or adjourned meeting at which the person named in the instrument proposes to vote, and the Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee meeting and general meeting to be entered in a book to be open for inspection at all reasonable times by any financial member who previously applies to the Secretary for that inspection. For the purposes of ensuring the accuracy of the recording of such minutes the minutes of every Management Committee meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding Management Committee meeting verifying their accuracy. Similarly, the minutes of every general meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding general meeting. However, the minutes of any annual general meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding general meeting or annual general meeting.

BY-LAWS

25. The Management Committee may from time to time make, amend or repeal bylaws, not inconsistent with these Rules, for the internal management of the Association and any by-laws may be set aside by a general meeting of members.

ALTERATION OF RULES

26. Subject to the provisions of the Associations Incorporation Act 1981, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting, and the Minister responsible for the administration of the Collections Act 1966.

However, no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Chief Executive of the Department administering the Act.

COMMON SEAL

27. The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the management Committee and shall be countersigned by the secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

FUNDS AND ACCOUNTS

- 28.
- (a) The funds of the Association must be kept in the name of the Association in a financial institution decided by the Management Committee.
 - (b) Proper books and accounts shall be kept and maintained either in written or printed form or on a suitably maintained computer system in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of the like nature.
 - (c) All moneys shall be deposited as soon as practicable after receipt thereof.
 - (d) All amounts of \$100.00 or over shall be paid by cheque signed by any two of the President, Secretary, Treasurer or other member authorised from time to time by the Management Committee.
 - (e) Cheques shall be crossed "not negotiable" except those in payment of wages, allowances or petty cash recoupments which may be open.
 - (f) The Management Committee shall determine the amount of petty cash which shall be kept on the imprest account.
 - (g) All expenditure shall be approved or ratified at a Management Committee meeting.
 - (h) As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing particulars of:

- (i) the income and expenditure for the financial year just ended, and
 - (ii) the assets and liabilities and of all mortgages, charges and securities affecting the property of the Association at the close of that year.
- (i) All such statements shall be examined by the auditor who shall present his report upon such audit to the Secretary prior to the holding of the annual general meeting next following the financial year in respect of which such audit was made.
- (j) The income and property of the Association whence-so-ever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers. No portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Association provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him to the Association or otherwise owing by the Association to him or of remuneration to any officers or servants of the Association or to any member of the Association or other person in return for any services actually rendered to the Association provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by or purchased by the Association or reasonable and proper rent for premises demised or let to the Association.

DOCUMENTS

29. The Management Committee shall provide for the safe custody of the books, documents, instruments of title and securities of the Association.

FINANCIAL YEAR

30. The financial year of the Association shall close on 30 June in each year.

DISTRIBUTION OF SURPLUS ASSETS

31. If the Association shall be wound up in accordance with the provisions of the Associations Incorporation Act 1981, and there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Association, gifts to which are allowable deductions under the provisions of Section 78 (4) and (5) of the Income Tax Assessment Act, and which shall prohibit the distributions of its or their income and property among its or their members to an extent at least as great as is imposed on the Association under or by virtue of Rule 28 (j), such institution or institutions to be determined by the members of the Association.